

Princeton Public Schools - ISD 477
Tuesday, February 4, 2020 at 6:00 PM
Regular School Board Meeting
District Center Board Room

Our Mission

Princeton is an innovative leader in instruction, developing in EVERY learner the ability to succeed in an ever-changing world.

Our Vision

Princeton will equip every student to be career and college ready through personalized instruction, community partnerships and collaboration.

1. **PROCEDURAL ITEMS**
2. Call to Order and Pledge of Allegiance
3. Roll Call
4. Citizen Comments
5. **REPORTS**
 - a. Board Members Committee Reports
 - b. Student Council Report
 - c. Superintendent Report
6. **APPROVE AGENDA**
7. **DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES** 3
8. **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.

 - a. Personnel 5
 - b. Bills 6
 - c. Gifts 11
9. **ACTION**
10. **INFORMATION**
 - a. Long Range Planning 12
 - b. Enrollment 36
 - c. Class Size Guidelines 39
 - d. Budget 40
 - e. First Reading of Policy 43
11. **ADDITIONS TO AGENDA**

12. ADJOURN

Call to Order and Pledge of Allegiance

The work session meeting of the School Board of District #477 was called to order by Board Chair Eric Minks on the **21st day of January, at 6:00 p.m.** in the District Center Board Room.

Roll Call: Members Present: Howard Vaillancourt, Eric Strandberg, Chad Young, Sue VanHooser, Jim Tomsy and Deb Ulm. Members Absent: Eric Minks.

Others present: Superintendent Ben Barton, Director of Teaching and Learning Jessica Town-Gunderson.

REPORTS

Board committee meeting(s) and school events each Board member attended.

Deb Ulm	Agenda Planning Meeting; MSBA Conference
Jim Tomsy	Policy Committee; MSBA Conference
Sue VanHooser	None
Eric Minks	None
Chad Young	MSBA Conference
Eric Strandberg	Agenda Planning; Policy Committee; MSBA Conference
Howard Vaillancourt	Policy Committee

Superintendent Report: Long Range Planning options group met and will prepare a presentation for February board meeting. Board members attended annual MSBA conference last week.

APPROVE AGENDA

Motion made by Howard Vaillancourt, seconded by Jim Tomsy **to approve the agenda as presented.** Motion passed unanimously.

DISCUSS and ACT on PREVIOUS BOARD MEETING MINUTES

Motion made by Howard Vaillancourt seconded by Chad Young, **to approve the January 7 organization board meeting minutes and January 7 regular meeting minutes.** Motion passed unanimously.

CONSENT AGENDA

Motion made by Jim Tomsy, seconded by Howard Vaillancourt, **to approve the consent agenda as presented.** Personnel, bills, Treasurer's Report, wire transfers, gifts, grants, and fundraisers. Motion passed unanimously.

WORK SESSION

The board started their Work Session at 6:07 p.m. The topics for discussion were:

- **Board Development with MSBA**

ADDITIONS TO AGENDA- None

FUTURE MEETINGS

Executive Planning- Jan 29, 4:15pm
Coffee & Conversation- Feb 4, 8:45 am
Finance Committee- Feb 4, 4:30pm
Regular Board Meeting- Feb 4, 6:00pm

ADJOURN

Motion to adjourn the meeting was made by Howard Vaillancourt and seconded by Jim Tomsy. The meeting was adjourned at 7:46 p.m.

Chair Eric Strandberg

Clerk Chad Young

Recorder- Emily McKinnon

2.4.20

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
New Hire	Janssen	Miranda	HS	Track & Field Asst Coach	Activities	Ryan Fay	3.9.20-6.22.20	\$3,300.00

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Resignation	Arens	Pat	HS	Head Boy's Soccer Coach	Activities		1.21.20	
Resignation	Loch	Gary	DC	Cultural Liaison (resigned from Milaca duties only)	At-Will		1.31.20	
Termination	Schultz	Katie	PS	SPED Para	Paras		1.31.20	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
LOA	Flier	Dawn	PS & IS	Para	Paras		1.8.20-1.17.20	
Intermittent LOA	Julson	Sarah	PS	Teacher	PEA		1.22.20-2.3.20	
Intermittent LOA	Bost	Jessica	IS	SPED Para	Para		1.22.20-5.30.20	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Change in Assignment	Baxter	Stacia	PS	Breakfast Server	Food Service	Janet Brykovsky	2.10.20	\$15.04 / hr
Change in Assignment	Trujillo	Nicole	MS	1.0 World Language Teacher	PEA		1.27.20	
Change in Assignment	Foley	Cheryl	MS / Accurate	Para	Para		2.4.20	

Status	Last Name	First Name	Building	Job Title	Group	Replacing	Effective Date	Wage
Extra Duty	Totzke	Breanna	HS	Asst Softball Coach	Activities	Anna Jenrich	3.9.20-6.22.20	\$3,300.00
Extra Duty	Leciejewski	Luke	PS	Tiger Club SACC Para	Community Ed		1.27.20	\$16.14 / hr

Princeton Public Schools #477
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General Fund	\$218,981.76
02	Food Service	\$60,577.48
04	Community Service	\$2,164.61
10	Student Activities	\$7,197.60
Report Total		\$288,921.45

Princeton Public Schools #477
Check Register by Bank and Check

Batch	Co	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	82743	174989	Check	1	14758		DELTA DENTAL OF MINNESOTA	Yes	No	No	USD	01/16/2020	22,229.78
			82795	174990	Check	1	4545		AUTO VALUE PRINCETON	Yes	No	No	USD	01/17/2020	30.97
			82754	174991	Check	1	11942	1	BAUMAN THOMAS	Yes	No	No	USD	01/17/2020	118.00
			82772	174992	Check	1	15913		BAYFIELD FRUIT COMPANY	Yes	No	No	USD	01/17/2020	700.00
			82758	174993	Check	1	1409		BERNICK'S PEPSI-COLA	Yes	No	No	USD	01/17/2020	139.20
			82800	174994	Check	1	7008		BERTRAM TRACY	Yes	No	No	USD	01/17/2020	132.00
			82757	174995	Check	1	14021		BEYOND SPORT MARTIAL ARTS & FI	Yes	No	No	USD	01/17/2020	48.00
			82745	174996	Check	1	10364		BORDER STATES ELECTRIC SUPPLY	Yes	No	No	USD	01/17/2020	177.25
			82749	174997	Check	1	11358		BOYSEN CRAIG	Yes	No	No	USD	01/17/2020	118.00
			82769	174998	Check	1	1572		BUFFALO HIGH SCHOOL	Yes	No	No	USD	01/17/2020	75.00
			82746	174999	Check	1	10584		CARD SERVICES	Yes	No	No	USD	01/17/2020	985.45
			82785	175000	Check	1	1721		CENTRAL MCGOWAN INC.	Yes	No	No	USD	01/17/2020	54.58
			82801	175001	Check	1	7710		CESNIK PAMELA	Yes	No	No	USD	01/17/2020	85.00
			82805	175002	Check	1	8491		COUNTRY SIDE PEST CONTROL, INC	Yes	No	No	USD	01/17/2020	375.00
			82756	175003	Check	1	13412		CRAWFORD'S EQUIPMENT	Yes	No	No	USD	01/17/2020	631.72
			82766	175004	Check	1	15504		DAHL DENIS	Yes	No	No	USD	01/17/2020	118.00
			82753	175005	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	No	No	USD	01/17/2020	1,541.95
			82804	175006	Check	1	8120		DNR DIVISION OF ENFORCEMENT	Yes	No	No	USD	01/17/2020	50.00
			82784	175007	Check	1	16562		DOUMA ELLIOT	Yes	No	No	USD	01/17/2020	600.00
			82786	175008	Check	1	2265		ECKROTH MUSIC CO.	Yes	No	No	USD	01/17/2020	220.00
			82787	175009	Check	1	2278		ECOWATER SYSTEMS	Yes	No	No	USD	01/17/2020	23.00
			82788	175010	Check	1	2361		ELK RIVER HIGH SCHOOL	Yes	No	No	USD	01/17/2020	75.00
			82781	175011	Check	1	16556		FENTON JESSICA	Yes	No	No	USD	01/17/2020	36.80
			82773	175012	Check	1	16035		GAVIC MARK	Yes	No	No	USD	01/17/2020	118.00
			82767	175013	Check	1	15533		HERITAGE EMBROIDERY & DESIGN	Yes	No	No	USD	01/17/2020	1,572.00
			82789	175014	Check	1	3176		HORIZON EQUIPMENT	Yes	No	No	USD	01/17/2020	165.36
			82765	175015	Check	1	15415		INDEPENDENT EMERGENCY SERVIK	Yes	No	No	USD	01/17/2020	75.39
			82791	175016	Check	1	3511	2	J.W. PEPPER & SON INC.	Yes	No	No	USD	01/17/2020	315.74
			82803	175017	Check	1	7933		JESSEN CHRIS	Yes	No	No	USD	01/17/2020	133.00
			82790	175018	Check	1	3425		JINDRA'S SEWER SERVICE	Yes	No	No	USD	01/17/2020	3,905.00
			82771	175019	Check	1	15858	1	LAGESSE AUSTIN	Yes	No	No	USD	01/17/2020	118.00
			82779	175020	Check	1	16530		LEE MICHAEL	Yes	No	No	USD	01/17/2020	70.00
			82794	175021	Check	1	4156	2	M.E.S.P.A.	Yes	No	No	USD	01/17/2020	1,334.00
			82793	175023	Check	1	4136		MENARDS	Yes	No	No	USD	01/17/2020	219.28
			82776	175024	Check	1	16229		MEYER SARAH	Yes	No	No	USD	01/17/2020	132.00
			82752	175025	Check	1	11477		MINUTEMAN PRESS	Yes	No	No	USD	01/17/2020	183.52
			82747	175026	Check	1	10715	3	MN TRUE TEAM TRACK AND FIELD	Yes	No	No	USD	01/17/2020	1,600.00
			82778	175027	Check	1	16452		NATIONAL CHECKING COMPANY	Yes	No	No	USD	01/17/2020	3,015.90
			82774	175028	Check	1	16049		NATIONAL RECOGNITION PRODUCT	Yes	No	No	USD	01/17/2020	41.63
			82777	175029	Check	1	16233		NORDLIE PETER	Yes	No	No	USD	01/17/2020	155.00
			82783	175030	Check	1	16561		OCONNELL GARRETT	Yes	No	No	USD	01/17/2020	600.00

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Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477		001	82775	175031	Check	1	16104		ON SITE COMPANIES	Yes	No	No	USD	01/17/2020	765.00
			82802	175032	Check	1	7770		PANNING BRAD	Yes	No	No	USD	01/17/2020	118.00
			82796	175033	Check	1	4868	1	PAN-O-GOLD BAKING CO.	Yes	No	No	USD	01/17/2020	1,619.30
			82755	175034	Check	1	11987		PERRY DWAIN	Yes	No	No	USD	01/17/2020	118.00
			82760	175035	Check	1	14818	2	PKS-PROFESSIONAL KARATE STUD	Yes	No	No	USD	01/17/2020	142.00
			82807	175036	Check	1	9802		REVENIG GARY	Yes	No	No	USD	01/17/2020	118.00
			82782	175037	Check	1	16559		SCHMITT AIDAN	Yes	No	No	USD	01/17/2020	600.00
			82764	175038	Check	1	15386		SELL GARY JR	Yes	No	No	USD	01/17/2020	133.00
			82780	175039	Check	1	16542		SKRIPNIKOV YUREY	Yes	No	No	USD	01/17/2020	236.00
			82744	175040	Check	1	10194		SMEKTA BOB	Yes	No	No	USD	01/17/2020	118.00
			82770	175041	Check	1	15855		SMIGLEWSKI ADAM	Yes	No	No	USD	01/17/2020	133.00
			82763	175042	Check	1	15235	1	SNA SPORTS GROUP	Yes	No	No	USD	01/17/2020	35.00
			82768	175043	Check	1	15713	1	ST. CLOUD CARTRIDGES	Yes	No	No	USD	01/17/2020	333.39
			82798	175044	Check	1	5878		ST. CLOUD TECHNICAL COLLEGE	Yes	No	No	USD	01/17/2020	1,000.00
			82751	175045	Check	1	11407		STURGES SHANE	Yes	No	No	USD	01/17/2020	118.00
			82759	175046	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	01/17/2020	4,903.12
			82806	175047	Check	1	8616		THOMAS BOB	Yes	No	No	USD	01/17/2020	118.00
			82761	175048	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	No	No	USD	01/17/2020	368.54
			82797	175049	Check	1	5156		UNION TIMES	Yes	No	No	USD	01/17/2020	151.20
			82748	175050	Check	1	11296		WARKENTIEN MILT	Yes	No	No	USD	01/17/2020	600.00
			82799	175051	Check	1	6461		WATSON CO. INC.	Yes	No	No	USD	01/17/2020	1,020.85
			82762	175052	Check	1	15060		WEBER JASON	Yes	No	No	USD	01/17/2020	118.00
			82750	175053	Check	1	11367		ZIESKA VICKI	Yes	No	No	USD	01/17/2020	132.00
			82809	175054	Check	1	14820		NATIONAL INSURANCE SERVICES of	Yes	No	No	USD	01/22/2020	8,778.48
			82813	175055	Check	1	11947		ANDERSON DAWN	Yes	No	No	USD	01/24/2020	132.00
			82841	175056	Check	1	9351		ANNANDALE HIGH SCHOOL	Yes	No	No	USD	01/24/2020	75.00
			82833	175057	Check	1	4545		AUTO VALUE PRINCETON	Yes	No	No	USD	01/24/2020	48.97
			82817	175058	Check	1	1409		BERNICK'S PEPSI-COLA	Yes	No	No	USD	01/24/2020	389.76
			82838	175059	Check	1	7008		BERTRAM TRACY	Yes	No	No	USD	01/24/2020	132.00
			82812	175060	Check	1	11656		DEAN FOODS NORTH CENTRAL	Yes	No	No	USD	01/24/2020	3,003.54
			82825	175061	Check	1	16560		DELUCA ANDREW	Yes	No	No	USD	01/24/2020	600.00
			82824	175062	Check	1	16555	1	DUTCHLAND FUNDRAISING, INC.	Yes	No	No	USD	01/24/2020	761.00
			82814	175063	Check	1	12875		DVS RENEWAL	Yes	No	No	USD	01/24/2020	430.25
			82821	175064	Check	1	15192		EMPLOYEE BENEFITS CORPORATIC	Yes	No	No	USD	01/24/2020	253.60
			82823	175065	Check	1	16116		GOODNER JULIE	Yes	No	No	USD	01/24/2020	85.00
			82827	175066	Check	1	3140		HOFMAN OIL CO. INC.	Yes	No	No	USD	01/24/2020	936.82
			82829	175067	Check	1	3511	2	J.W. PEPPER & SON INC.	Yes	No	No	USD	01/24/2020	458.83
			82828	175068	Check	1	3425		JINDRA'S SEWER SERVICE	Yes	No	No	USD	01/24/2020	1,650.00
			82837	175069	Check	1	6998		LEVIN AARON	Yes	No	No	USD	01/24/2020	133.00
			82830	175070	Check	1	4028		MARV'S TRUE VALUE	Yes	No	No	USD	01/24/2020	1,507.86
			82831	175071	Check	1	4136		MENARDS	Yes	No	No	USD	01/24/2020	53.22

Princeton Public Schools #477
Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
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			82832	175073	Check	1	4390		MN SCHOOL BOARD ASSOCIATIO	Yes	No	No	USD	01/24/2020	2,100.00
			82840	175074	Check	1	8655		OEFFLING SCOTT	Yes	No	No	USD	01/24/2020	133.00
			82826	175075	Check	1	1693		PETTY CASH-MARGARET DEGLMAN	Yes	No	No	USD	01/24/2020	781.00
			82834	175076	Check	1	5107		PRINCETON AUTO CENTER	Yes	No	No	USD	01/24/2020	169.59
			82835	175077	Check	1	5576	1	SCHMITT MUSIC COMPANY	Yes	No	No	USD	01/24/2020	272.56
			82822	175078	Check	1	15855		SMIGLEWSKI ADAM	Yes	No	No	USD	01/24/2020	133.00
			82819	175079	Check	1	14750	1	SUBURBAN ELEVATOR OF MINNESC	Yes	No	No	USD	01/24/2020	477.00
			82818	175080	Check	1	14477		TEACHERS ON CALL	Yes	No	No	USD	01/24/2020	14,853.40
			82816	175081	Check	1	13389	1	THE MCDOWELL AGENCY, INC.	Yes	No	No	USD	01/24/2020	10.00
			82820	175082	Check	1	14868		U.S. BANK EQUIPMENT FINANCE	Yes	No	No	USD	01/24/2020	190.24
			82836	175083	Check	1	6376		VIKING COCA COLA BOTTLING	Yes	No	No	USD	01/24/2020	257.75
			82839	175084	Check	1	7947		WISE KARI	Yes	No	No	USD	01/24/2020	132.00
			82871	175085	Check	1	16002		ACDC LEADERSHIP	Yes	No	No	USD	02/04/2020	80.00
			82846	175086	Check	1	1210		APPLE COMPUTER	Yes	No	No	USD	02/04/2020	3,049.00
			82851	175087	Check	1	13099		ASL INTERPRETING SERVICES, INC.	Yes	No	No	USD	02/04/2020	3,700.00
			82849	175088	Check	1	1301	2	BARNES & NOBLE	Yes	No	No	USD	02/04/2020	1,618.30
			82857	175089	Check	1	14021		BEYOND SPORT MARTIAL ARTS & FI	Yes	No	No	USD	02/04/2020	104.00
			82844	175090	Check	1	10865	1	BFG SUPPLY COMPANY	Yes	No	No	USD	02/04/2020	729.86
			82860	175091	Check	1	1438		BIO CORPORATION	Yes	No	No	USD	02/04/2020	220.97
			82870	175092	Check	1	15750		BLUE WATER PLUMBING	Yes	No	No	USD	02/04/2020	340.00
			82866	175093	Check	1	1511		BRAND MANUFACTURING	Yes	No	No	USD	02/04/2020	54.30
			82864	175094	Check	1	14819	2	BSN SPORTS	Yes	No	No	USD	02/04/2020	925.30
			82876	175095	Check	1	1840		C.M.E.R.D.C.	Yes	No	No	USD	02/04/2020	43.75
			82888	175096	Check	1	3954	4	CDW-G INC	Yes	No	No	USD	02/04/2020	110.95
			82874	175097	Check	1	1721		CENTRAL MCGOWAN INC.	Yes	No	No	USD	02/04/2020	152.92
			82875	175098	Check	1	1799		CITY OF PRINCETON	Yes	No	No	USD	02/04/2020	12.22
			82855	175099	Check	1	13412		CRAWFORD'S EQUIPMENT	Yes	No	No	USD	02/04/2020	194.20
			82869	175100	Check	1	15699	1	CULINEX	Yes	No	No	USD	02/04/2020	788.84
			82842	175101	Check	1	10069		DALCO	Yes	No	No	USD	02/04/2020	5,788.07
			82877	175102	Check	1	2116		DEMCO INC	Yes	No	No	USD	02/04/2020	85.38
			82878	175103	Check	1	2270		ECM PUBLISHERS INC.	Yes	No	No	USD	02/04/2020	259.75
			82868	175104	Check	1	15318		EKON-O-PAC	Yes	No	No	USD	02/04/2020	351.00
			82879	175105	Check	1	2353		ELECTRIC MOTOR SERVICE INC	Yes	No	No	USD	02/04/2020	151.12
			82898	175106	Check	1	7072	1	ESTR PUBLICATIONS	Yes	No	No	USD	02/04/2020	130.00
			82853	175107	Check	1	13229		FAIRVIEW	Yes	No	No	USD	02/04/2020	341.25
			82880	175108	Check	1	2557		FLINN SCIENTIFIC INC.	Yes	No	No	USD	02/04/2020	45.65
			82858	175109	Check	1	14049		FUN EXPRESS, LLC	Yes	No	No	USD	02/04/2020	70.61
			82881	175110	Check	1	2778	1	GOPHER STATE ONE CALL INC	Yes	No	No	USD	02/04/2020	50.00
			82897	175111	Check	1	6645		GRAINGER	Yes	No	No	USD	02/04/2020	1,318.34
			82882	175112	Check	1	2853		GRIMES HORTICULTURE	Yes	No	No	USD	02/04/2020	431.40

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Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0477	001	82883	175113	Check	1	2955		HANDYMAN'S INC.	Yes	No	No	USD	02/04/2020	670.09
		82852	175114	Check	1	13217		HOLT-PETERSON CHARTER BUS	Yes	No	No	USD	02/04/2020	715.00
		82863	175115	Check	1	14517		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	02/04/2020	733.11
		82884	175116	Check	1	3176		HORIZON EQUIPMENT	Yes	No	No	USD	02/04/2020	543.25
		82885	175117	Check	1	3182	3	HOUGHTON-MIFFLIN	Yes	No	No	USD	02/04/2020	192.00
		82886	175118	Check	1	3284		I.S.D. #911	Yes	No	No	USD	02/04/2020	4,135.25
		82861	175119	Check	1	14382		KELVIN TECHNOLOGY	Yes	No	No	USD	02/04/2020	1,413.45
		82887	175120	Check	1	3953		MACK TREE INC	Yes	No	No	USD	02/04/2020	500.00
		82889	175121	Check	1	4087		MCDOWALL COMPANY	Yes	No	No	USD	02/04/2020	1,081.00
		82865	175122	Check	1	14862		MERIDIAN CONSULTING GROUP, LLC	Yes	No	No	USD	02/04/2020	1,800.00
		82900	175123	Check	1	8388	1	METRO SALES INC	Yes	No	No	USD	02/04/2020	628.50
		82867	175124	Check	1	15244	2	MID AMERICA ADMINISTRATIVE & RE	Yes	No	No	USD	02/04/2020	585.00
		82902	175125	Check	1	8514		MID MN DAMAGE PREVENTION	Yes	No	No	USD	02/04/2020	332.00
		82845	175126	Check	1	11477		MINUTEMAN PRESS	Yes	No	No	USD	02/04/2020	238.63
		82890	175127	Check	1	4282		MINVALCO INC.	Yes	No	No	USD	02/04/2020	232.28
		82872	175128	Check	1	16182		MUSKA ELECTRIC	Yes	No	No	USD	02/04/2020	44,200.00
		82850	175129	Check	1	13069	1	NORTHERN SALT INC	Yes	No	No	USD	02/04/2020	447.50
		82854	175130	Check	1	13355	1	PALMER BUS SERVICE, INC.	Yes	No	No	USD	02/04/2020	1,330.00
		82891	175131	Check	1	5127		PRINCETON ELECTRIC	Yes	No	No	USD	02/04/2020	975.23
		82892	175132	Check	1	5194		PRINCETON PUBLIC UTILITIES	Yes	No	No	USD	02/04/2020	52,652.49
		82893	175133	Check	1	5214	1	QUILL CORPORATION	Yes	No	No	USD	02/04/2020	2,232.52
		82848	175134	Check	1	12443		SCHOOLMART	Yes	No	No	USD	02/04/2020	297.65
		82894	175135	Check	1	5732	1	SKYWARD	Yes	No	No	USD	02/04/2020	1,224.00
		82873	175136	Check	1	16438		SORA PEDIATRIC THERAPY	Yes	No	No	USD	02/04/2020	8,149.25
		82901	175137	Check	1	8484		SOUTHPAW ENTERPRISES	Yes	No	No	USD	02/04/2020	216.60
		82856	175138	Check	1	13481	1	SUMMIT FIRE PROTECTION	Yes	No	No	USD	02/04/2020	301.50
		82843	175139	Check	1	10207		SWEETWATER SOUND, INC.	Yes	No	No	USD	02/04/2020	460.13
		82847	175140	Check	1	12320		THE METRO GROUP, INC	Yes	No	No	USD	02/04/2020	1,744.56
		82899	175141	Check	1	8283		THREE RIVERS PARK DISTRICT	Yes	No	No	USD	02/04/2020	120.00
		82895	175142	Check	1	6226	1	TRIARCO ARTS & CRAFTS	Yes	No	No	USD	02/04/2020	37.92
		82859	175143	Check	1	14333		UPPER LAKES FOODS, INC.	Yes	No	No	USD	02/04/2020	44,823.42
		82862	175144	Check	1	14430		VEX ROBOTICS, INC.	Yes	No	No	USD	02/04/2020	219.59
		82896	175145	Check	1	6505		WEST MUSIC COMPANY	Yes	No	No	USD	02/04/2020	60.00

Bank Total: 001

\$288,921.45

Report Total:

\$288,921.45

2.4.20

Type	Date Submitted	Donor Name	School	Reason	Gift / Amount
Gift	1.20.20	State Farm Insurance-Kurt Van Oort	HS	Winter safe driving activity	Car safety kits
Gift	1.16.20	Howard Triggs	MS	Benefit music and science classrooms	Piano & Aquarium
Gift	1.16.20	Sandy Hanson	MS	Help students in need	Hats & mittens



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P H S



PRINCETON

Scoreboard area with various advertisements including:

- Mary's Food Market
- Bremer Bank
- Walmart
- MICO
- peoplesbank
- Good Neighbor. Great Rates.

PRINCETON
P
TIGERS

PRINCETON

P

Home Of The
Tiger

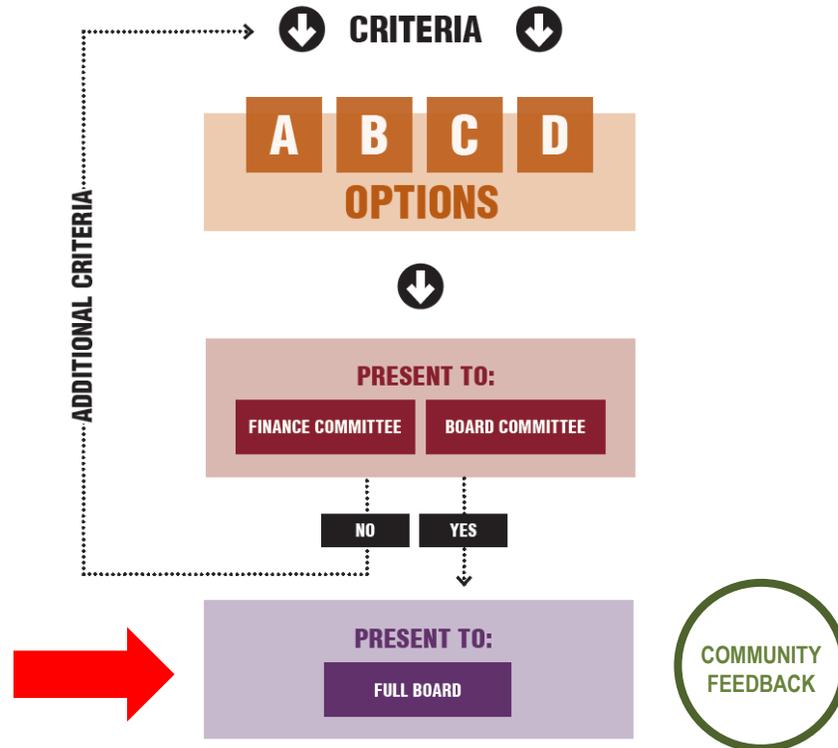
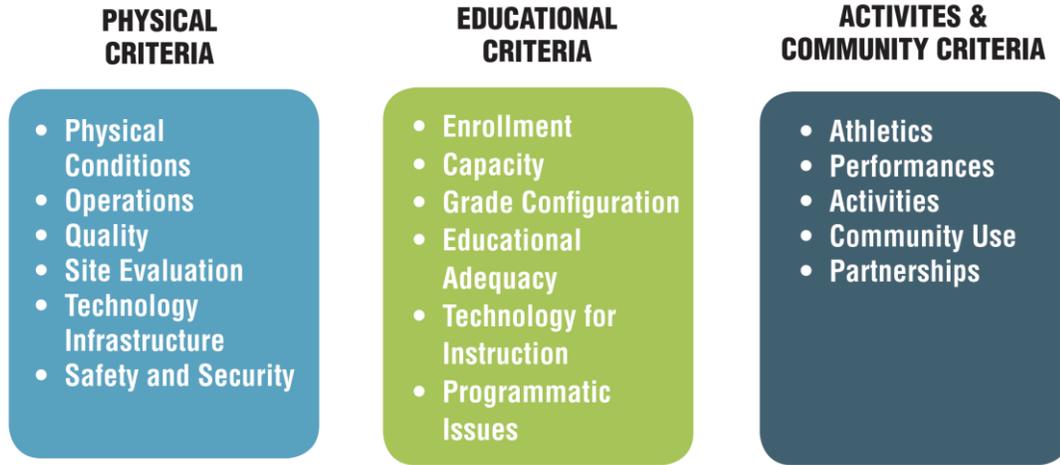
ISD 477 PRINCETON PUBLIC SCHOOLS

Wold

OPTIONS RECOMMENDATION | FEBRUARY 4, 2020



2019-20 PROCESS OPTIONS



This is the “WHY” that justifies the “WHAT”



OPTIONS COMMITTEE MEMBERSHIP

Presenters:

Erin Dohrmann

Jack Edmunds

Sue Hix

Eldon Johnson

Jennifer Super

Additional Members:

Bill Bahlmann

John Borich

Eric Dorais

Tiffany Eness

Kelly Harshman

Gayle Harshman

Lori Johnstone

Sarah Marxhausen

Laura Pipenhagen

Tom Rush

Greg Schmitz

Leif Storbakken

Jessica Town-Gunderson

Jason Van Dyke

Joseph Vita

Angelo Vita

Jacki Voight

Kevin Walz

Jules Zimmer

+ District Resources



PHYSICAL CONDITIONS

2019 CRITERIA

GENERAL OVERVIEW / BASE CRITERIA FOR ANY DESIGN SOLUTION:

- **HVAC:** A centralized variable air volume [VAV] system with internally located air handling units [AHU] is the baseline system for HVAC infrastructure
- **Exterior Envelope:** Concrete Masonry Unit (CMU) back-up with brick or Exterior Insulation Finish Systems (EIFS) walls, concrete wall panels for gym(s), built up roofs
- **Interiors:**
 - *Classrooms:* Steel stud with gypsum board. Abuse resistant gyp board, chair rails, corner guards, and protective wall panels to be reviewed and implemented as appropriate to properly protect wall surfaces. Resilient flooring (VCT), and carpet.
 - *Toilet Rooms:* Ceramic / Porcelain Tile.
 - *Corridors / High Traffic Areas:* Durable, hard wall surfaces (tile, wall panels at stud locations, or burnished block, CMU).
Durable, hard surfaces for flooring (stained / polished concrete, tile, terrazzo).
- Work at the High School should coincide with other initiatives.
- A long term approach for addressing physical needs must be developed by the District to assist with future decisions.
- **ALL** District facilities should be reviewed and considered.



PHYSICAL CONDITIONS

2019 CRITERIA

SECURITY: HIGH PRIORITY (Must Do):

- All facilities should have secure vestibules. Visitors not allowed without authorization.
- All door hardware must provide security and/or safety intended for that area.
- No ability to chain lock or otherwise prevent safe exiting.
- All Classroom doors should have easy to operate, quick locking function.
- Door monitoring systems (propped open or unintentionally closed etc.).
- All buildings should have adequate surveillance devices and equipment to monitor events and activities (cameras, intercoms, etc.).
- Traffic safety should be reviewed at all sites and addressed as needed. Bussing, pick up and drop off, queuing, pedestrians, traffic control and flow, and quantity/location of site entrances and exits etc. The general criteria is to *improve site safety*.

SECURITY: MEDIUM PRIORITY (Consider if Possible):

- All buildings should have fire sprinkler equipment installed, as well as HVAC monitoring and shut down capabilities in the event of an airborne issue. Higher priority for locations with 'students', if more of a breakdown on locations is desired.

LOW PRIORITY (Consider with Future / Long Range Planning):

- Secure site fencing should be located around 'high risk' areas (site locations where behavior is difficult to monitor and/or there should be no general public/student access).
- Level of secure glazing at grade, or on ground level should be reviewed at all buildings. What is the appropriate level of security glazing, if any, at the various types of entrances and glazing locations around the perimeter of the buildings? Significant cost impacts.
- All buildings should utilize advanced entry identification devices, including the possibility of ID scanners, fingerprint scanners, etc. *Further review of existing District devices is required to determine scope and locations needed.*



PHYSICAL CONDITIONS

2019 CRITERIA

SITE OVERVIEW:

- It would be difficult to justify purchasing additional land or acquiring / developing a different site, unless land becomes available directly adjacent to existing District land, and would be vital to solve or improve an existing site deficiency.
- In an effort to provide greater flexibility, strict adherence to site criteria is not necessarily required. However, site discussions should start with all of the criteria established, and then navigate as needed depending on the scenario.

SITE: HIGH PRIORITY (Must Do):

- Any new school consideration should utilize existing land owned by the District as compared to acquisition and development of other land, as well as the sale of existing District owned land. Any option that does not consider this criteria must have a justified reason and/or rationale as to why that is necessary.

SITE: POTENTIAL PRIORITY (To Consider if Possible):

- Any addition to an existing school building shall not decrease available ball fields.
- Athletic demand for outdoor field space would have benefits if accommodated on school property, but this is not a top priority provided long term agreements with property owners can be established.
- School sites do not necessarily need to have access to City sewer and water (as opposed to septic systems, wells, etc.) but it would be ideal if they did.
- Any design option should include corrective work where water drainage is an issue to maintain field quality.



PHYSICAL CONDITIONS

2019 CRITERIA

TECHNOLOGY: GUIDING PRINCIPLES

- Technology investments go hand-in-hand with the District Technology Plan and strategic initiatives. The goal is to support – not contradict.
- The “Current Users” are the students in or entering High School - focus on current needs for them. The “Future Users” are the elementary students – solutions should focus on potential future needs for them.
- The District must continually train and educate on how to use new technology in order to maximize the benefit.
- The use of technology reinforces the need for the types of environments that maximize that use (collaborative, flexible, independent, engaged)

TECHNOLOGY: OBJECTIVE CRITERIA (Can Be Quantified):

- Infrastructure (including electrical capacity, band width, cabling, WI-FI, etc.) must be easily adapted to accommodate future needs. Solutions should not limit flexibility. Regularly evaluated and updated to keep technology relevant and useful.
- Charging devices - solutions must accommodate adding charging and connection stations within building(s).
- Hardware and infrastructure should support a consistent functionality and experience within the District.

TECHNOLOGY: SUBJECTIVE CRITERIA (Requires Evaluation and Further Discussion):

- Spaces that support technology within a collaborative learning environment need to exist within the schools. These should include small independent learning areas (resource areas, conference rooms, etc.).
- Some spaces are likely to undergo significant change as a direct result of technology and how it is utilized. Design solutions should address potential change or flexibility in the following spaces at a minimum: Media Centers, Computer Labs, and Classrooms.



EDUCATIONAL PROGRAMMING

MDE COMPARISON

19

Classrooms 1
 Classrooms 2
 Classrooms 3
 Classrooms 4
 Other / Breakout
 Science Labs
 Science Class
 Tech Lab
 IT Classroom
 IT Lab (Ag)
 IT Lab (Wood)
 IT Lab (Auto)
 IT Lab (Flex)
 FACS Classroom
 FACS Lab
 FACS Lab
 Gymnasium
 Gymnasium 2
 Fitness
 Music General
 Music Band
 Music Choir
 Art Lab
 Art (Classroom)
 Media Center**
 Computer
 Computer
 Cafeteria
 Special Education

State Guideline	High School	#	*
850-950	995	2	
850-950	850	10	
850-950	775	9	
850-950	685	6	
Varies	NA		
1200-1500	1,400	5	
1,000	880	1	
1400-3000	1,655	1	
800-1200	770		
1400-3000	4,470	1	
1400-3000	1,940	1	
1400-3000	1,680	1	
1400-3000	1,440	1	
900-1000	775	1	
1200-1500	1,035	1	
1200-1500	1,863	1	
12,000-14,000	14,912	2	
Varies	13,771	1	
2000-4000	1,668		
1,000	NA		
2000-3000	1,900	1	
1500-2200	1,285	1	
1200-1500	1,040	1	
850-950	609	1	
7,000	8,613		
1000-1300	750		
1000-1300	620		
16 / Student	6,500		
Varies	10,800		

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Classrooms 1
 Classrooms 2
 Classrooms 3
 Other / Breakout
 Science Labs
 Science Labs
 IT / STEM Classroom
 IT Lab
 STEAM Lab
 (FACS) Lab
 Gymnasium
 Gymnasium 2
 Fitness
 Pool
 Music General
 Music Band
 Music Choir
 Music Other
 Art
 Media Center
 Computer (App)
 Computer
 Computer
 Cafeteria
 Special Education

State Guideline	Middle School	#	*
850-950	880	20	
850-950	1,240	1	
850-950			
Varies	5,000 x 3		
1200-1400	1,250	3	
1200-1400	1,350	3	
850-950	1,265	1	
1500-3000	1,600		
1500-3000	1,465	1	
1200-1500			
12,000-14,000	12,265	2	
Varies	6,135	1	
2,000	NA		
10,000-12,000	NA		
1000-1200			
1500-2700	1,858	1	
1200-2000	1,168	1	
	736		
1200-1500	1,260	1	
**	6,800		
1000-1300	1,532	1	
1000-1300	1,303		
1000-1300	990		
15 / Student	6,800		
Varies			

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Kindergarten**
 Classrooms 1
 Classrooms 2
 Classrooms 3
 Classrooms 4
 Gymnasium
 Cafeteria (Cap/3)
 Music (General)
 Science / Tech
 Art
 Media Center
 Computer 1
 Computer 2
 Multi-Purpose
 Stage?
 Special Education

State Guideline	Primary School	#	*	Intermediate School	#	*
1200-1500	900	12		NA		
850-950	900	24		850	1	
850-950				880	10	
850-950				938	7	
850-950				970	13	
6000-8000	6,276			5,825		
12-13/Stud.	3,432			1,945		
1000-1500	1,015			883		
1500-2000	1,015			874		
1000-1500	1,015			1,268		
Varies	2,671			3,110		
1000-1200	980	**		760		
1000-1200	882			523		
Varies				870		
	1,081			1,400		
Varies	4,345			7,325		

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EDUCATIONAL PROGRAMMING

2019 CRITERIA

GENERAL CRITERIA:

- Based on the *Capacity* of the buildings for the K-12 student population, and the *Enrollment Projections* completed by Team Works International, the buildings are able to accommodate the upcoming student population – there is not a **Classroom Capacity Need** to resolve.
 - All buildings should operate at full capacity for greatest efficiency – buildings should not be overbuilt only to provide flexible capacity space.
 - All of the student enrollment should be accommodated within the actual building capacity. Portable classrooms are not acceptable.
- Classroom areas, no matter the building, should be appropriately sized for the number of students and meet basic minimum standards for acoustics, lighting, and temperature in order to function as classrooms.
- Appropriately designed Special Education spaces should be included within any school, including spaces for customized and pull out education adjacent to general classroom areas.
- Technology is a critical aspect of today's learning environment. Options should incorporate the goals of the District Technology plans to enhance the infrastructure, but limit focusing on inflexible equipment.



EDUCATIONAL PROGRAMMING

2019 CRITERIA

HIGH SCHOOL CRITERIA:

- High School classroom sizes should meet minimum MDE guidelines, **especially with increasing class sizes**
- Daylight and Views should be maximized at all classroom areas when possible
- The detached Shop areas at the High School should be modernized
- In order to provide a wider variety of experiences for students, more space to accommodate specialized equipment is needed in the Shop areas
- The PE Locker Rooms should be adjacent to the Gymnasium Area(s)
- Hallways and especially stairways are extremely narrow for the student capacity – Options should improve overall building circulation
- Distribution and quantity of restrooms needs to be improved – not enough where students are located during the day
- Career readiness programs should accommodate future Pathway goals
- Art labs (including Digital Media) should be adjacent to each other in contiguous spaces if possible
- The Media Center must be a flexible environment, and support:
 - Use During Lunch – an Extension of Common Student Space
 - Variety of Seating Options
 - Tutoring / Career Center
 - Technology
- The function and flow of the kitchen and cafeteria must accommodate all students within **(2) lunch shifts**
- The detached attendance office accommodates the security need at the High School, but ideally the core office functions should be directly adjacent to the entry as they are in all other buildings



EDUCATIONAL PROGRAMMING

2019 CRITERIA

INTERMEDIATE SCHOOL CRITERIA:

- The lab, cafeteria / kitchen, and PE area of the Intermediate School (south side of building) is too small based on Capacity, and impacts students negatively both in learning areas as well as general circulation
 - Options should meet minimum MDE guidelines for lab areas
 - Cafeteria and kitchen should be sized for building capacity
 - Circulation patterns should be improved to allow students to access learning spaces without having to work their way through the cafeteria during lunch
- The Intermediate School is the student entry point into a Robotics program and overlaps with STEM programming. Space should be provided to increase student participation and create appropriate learning and building space
- Appropriate acoustic separation between lab spaces needs to be provided (result of previous conversions of use)

STUDENT SERVICES BUILDING CRITERIA:

- The cafeteria of the Student Services building limits the functionality of the space based on finishes and layout. It should not only meet the needs of lunch, but also to provide flexible space for labs, art, and other hands-on learning activities throughout the day



ACTIVITIES & COMMUNITY USE

2019 CRITERIA

High:

- The High School is the largest area of need in the District, and the needs are primarily focused on support areas:
 - The locker rooms should be centralized and located near their respective activity spaces.
 - The weights room needs to be in an appropriately sized and functional space, and a cardio room added to accommodate activity needs
 - The “multi-purpose” gymnasium is not enough space to accommodate the flexible demand of the programs. An additional gym space would allow the current space to be revised and remain flexible for a number of uses without requiring set-up and take down on a regular basis.
 - Wrestling is currently utilizing (3) separate areas in the building to accommodate the program based on demand. Options should locate wrestling in a contiguous space appropriate to the needs of program.
 - Gymnastics, currently located at the HS, should have a permanent space to allow for continuous set-up of equipment. This is a higher criteria than continuing location at the HS (any permanent location acceptable).



ACTIVITIES & COMMUNITY USE

2019 CRITERIA

HIGH (continued):

- MN weather can have a major impact on activities and participants ability to remain competitive. All Spring sports are exterior based and dependent on conditions. During winter months, other communities continue to practice in appropriate indoor spaces that replicate practice conditions
 - ***Synthetic turf would increase overall functionality and playable time on fields, and should be considered for both the stadium and additional practice field(s).***
- A second venue for additional stadium / game activities needs to be provided with lighting, sound system and bleacher capacity for (TBD Spectators)
- Community assets at the stadium need improvements, including toilets, more efficient ticketing, and better concessions facilities.
- The Robotics program has major student participation and interest, but no dedicated space. Options should explore how to create appropriate space that has the potential to best overlap with integrated opportunities to educational programming no matter the building. It could be located at the IS, MS or HS.



ACTIVITIES & COMMUNITY USE

2019 CRITERIA

MEDIUM:

- The ability to provide indoor practice fields year round should be provided through a dome facility ***IF synthetic turf practice fields are developed.***
- A Community Center continues to be a need. Spaces focused on physical and emotional well-being would include:
 - *An indoor walking area*
 - *Meeting rooms that can be utilized during the school day as well as evenings*
 - *Gym space for activities like pickleball, badminton, and similar sports*
 - ***If this is part of District Planning, it would ideally be connected to the High School to provide the greatest shared use and flexibility. However, this may be best pursued as a joint partnership with the City, and may be more appropriate at a later time.***
- Traffic flow at the High School during large events is a challenge (*even though parking capacity is sufficient*). Options must improve safety and efficiency.
- Appropriate storage for activities should be provided, especially for areas where it currently does not exist (MS Baseball fields) and for Performing Arts.



ACTIVITIES & COMMUNITY USE

2019 CRITERIA

LOW:

- After recent physical upgrades to the pool, it works very well for community needs, and continues to function as a practice facility for activities, but does not meet standards for a competition pool.
 - An 8-Lane pool with separate diving well is needed in order to be able to hold larger swim meets, and create a safer practice environment.
- Providing Baseball and Softball fields on the High School Campus would be ideal for activities, reduce travel for participants, and create a better support environment with storage, locker rooms, etc.
 - In order to meet this criteria, there would need to be a significant amount of available, adjacent / contiguous land.
 - The District should continue to watch for appropriate land sales as they develop, work with adjacent property owners, and continue to explore this as part of on-going planning and operations.

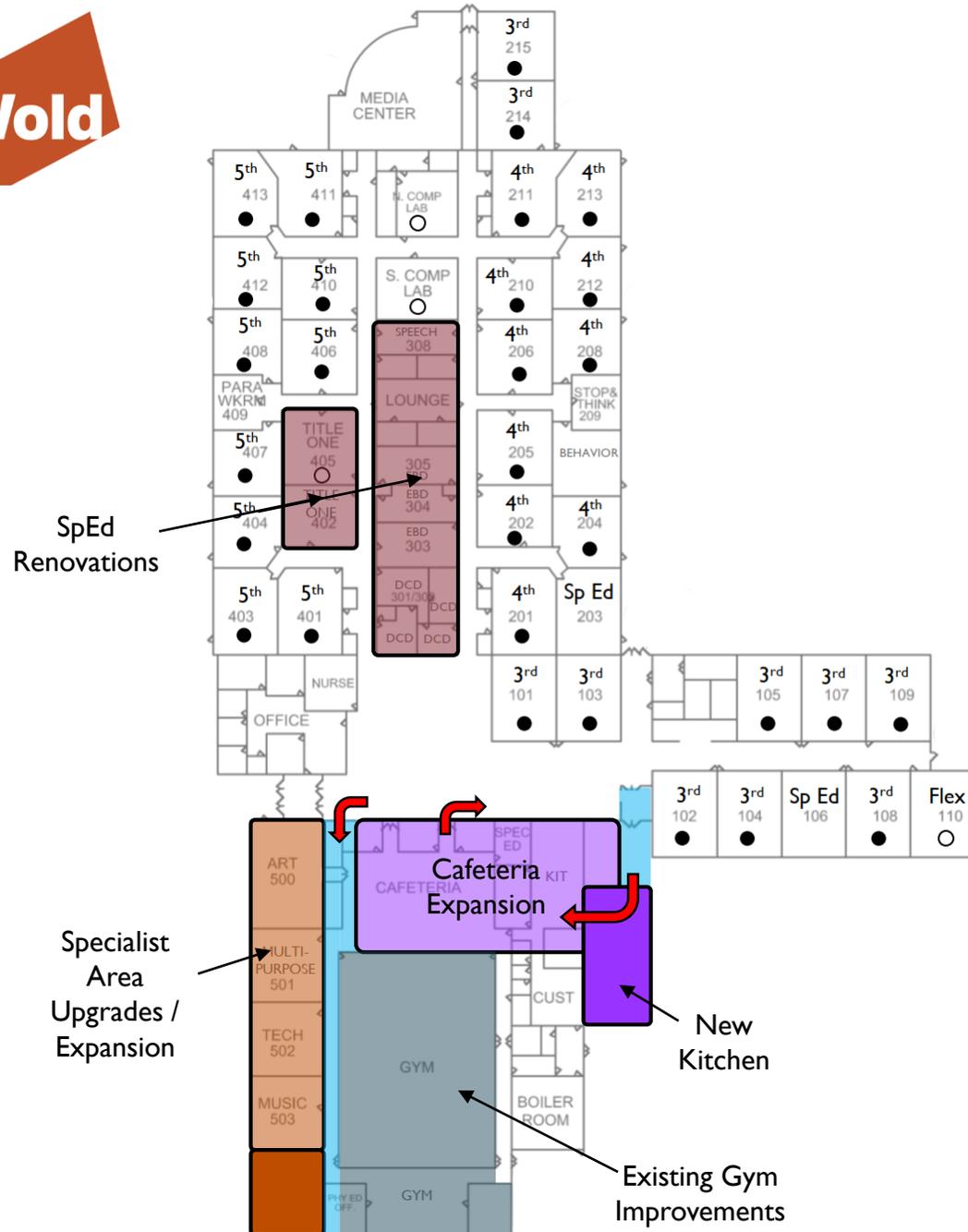


OPTIONS COMMITTEE DISCUSSION OVERVIEW & SUMMARY

- The High School was going to be the primary focus this time
- Most of these issues were discussed in 2013 – we knew they needed to be addressed
- We all had different points of view, but we knew that whatever we considered as Options would need to represent all of these view points but still be affordable
- There were some things that were going to be harder to explain or resolve, like the corridors, stairwells, and restrooms at the High School
- There were some preconceptions in the community, like building a new High School, or a field house
- We believed that we need to do something to remain competitive and offer our kids the same things that exist in other communities

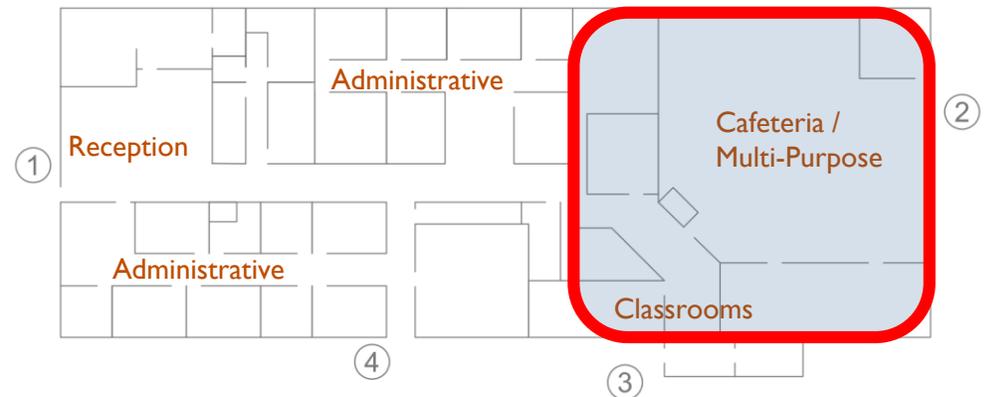


OPTIONS DEVELOPMENT INTERMEDIATE SCHOOL



Additional Discussion:

- Assumes toilets, etc. addressed in Cafeteria Expansion
- Assumes Art Storage, etc. addressed in Specialist Upgrades & Expansion

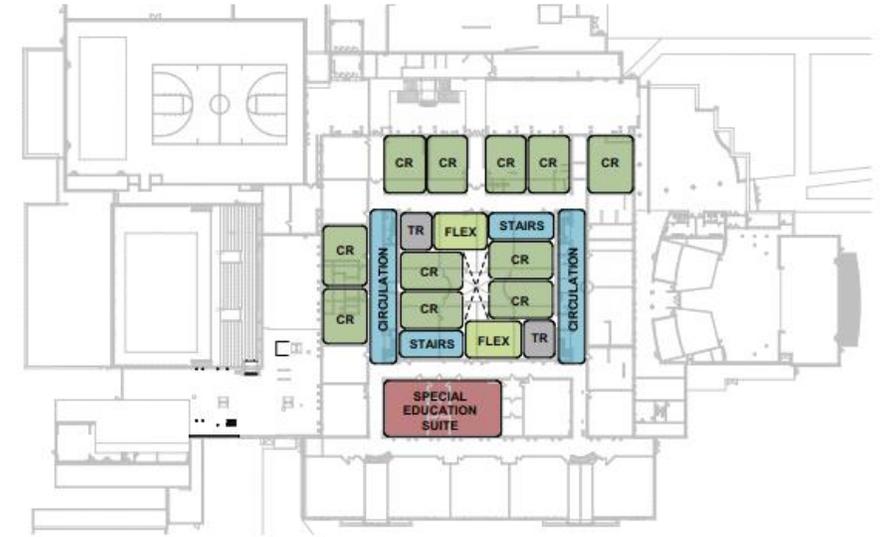
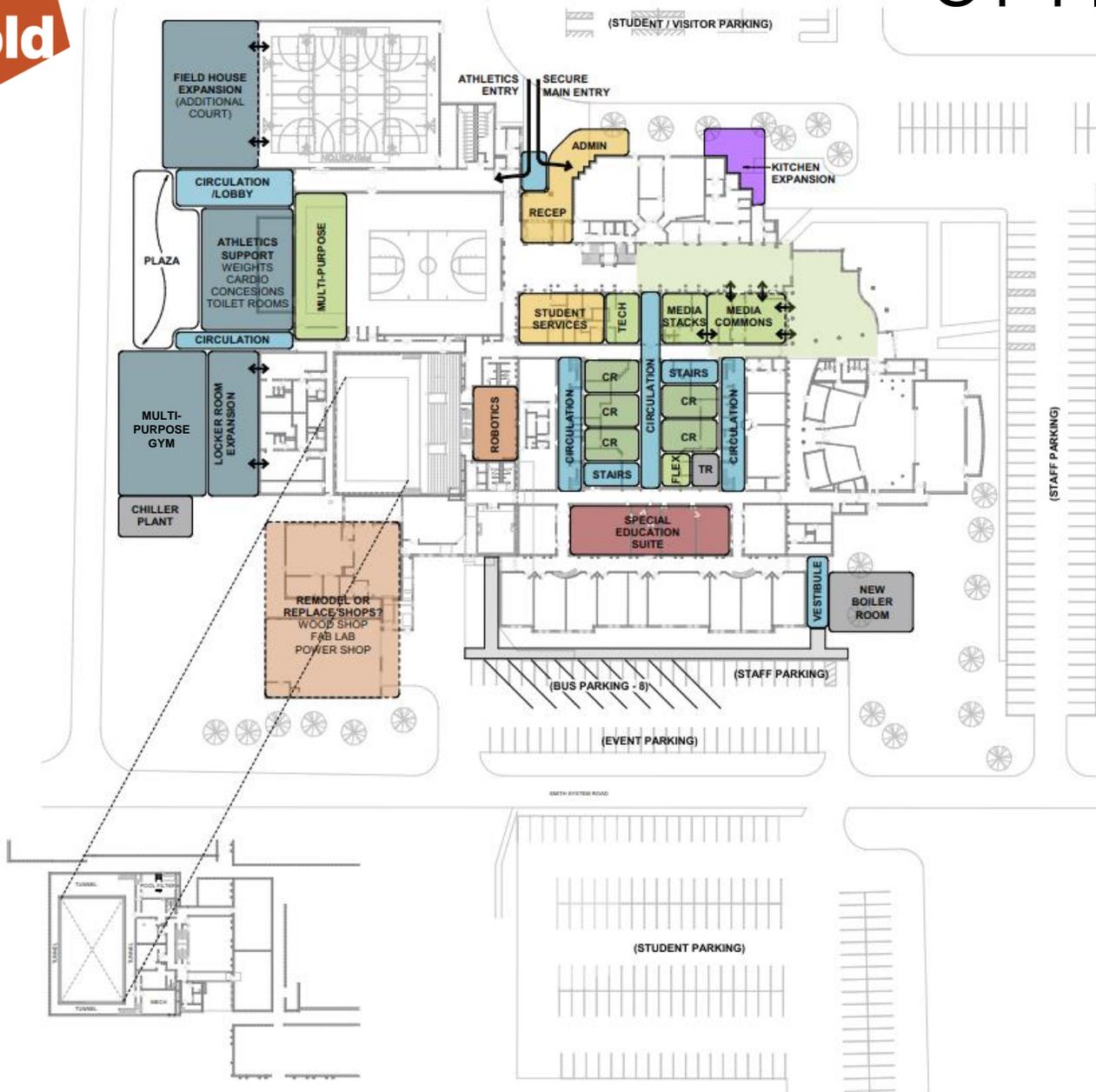


STUDENT SERVICES



OPTIONS DEVELOPMENT HIGH SCHOOL

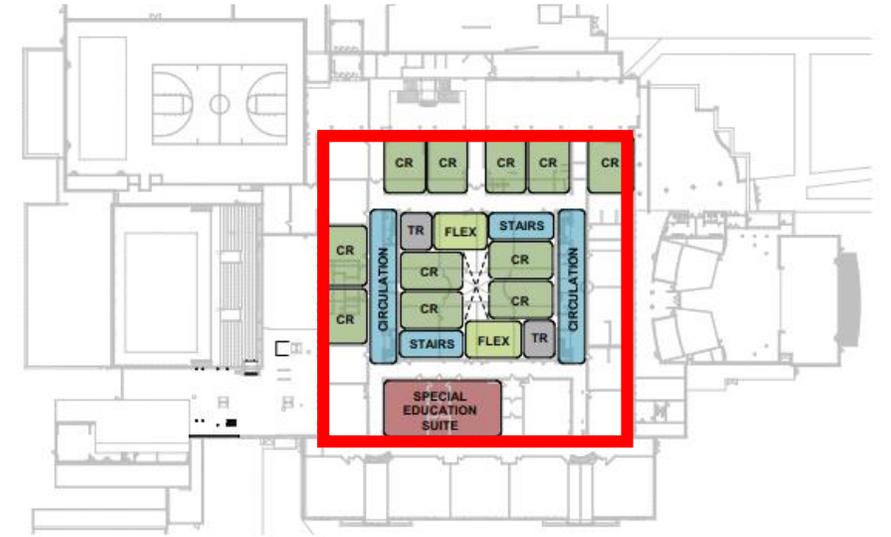
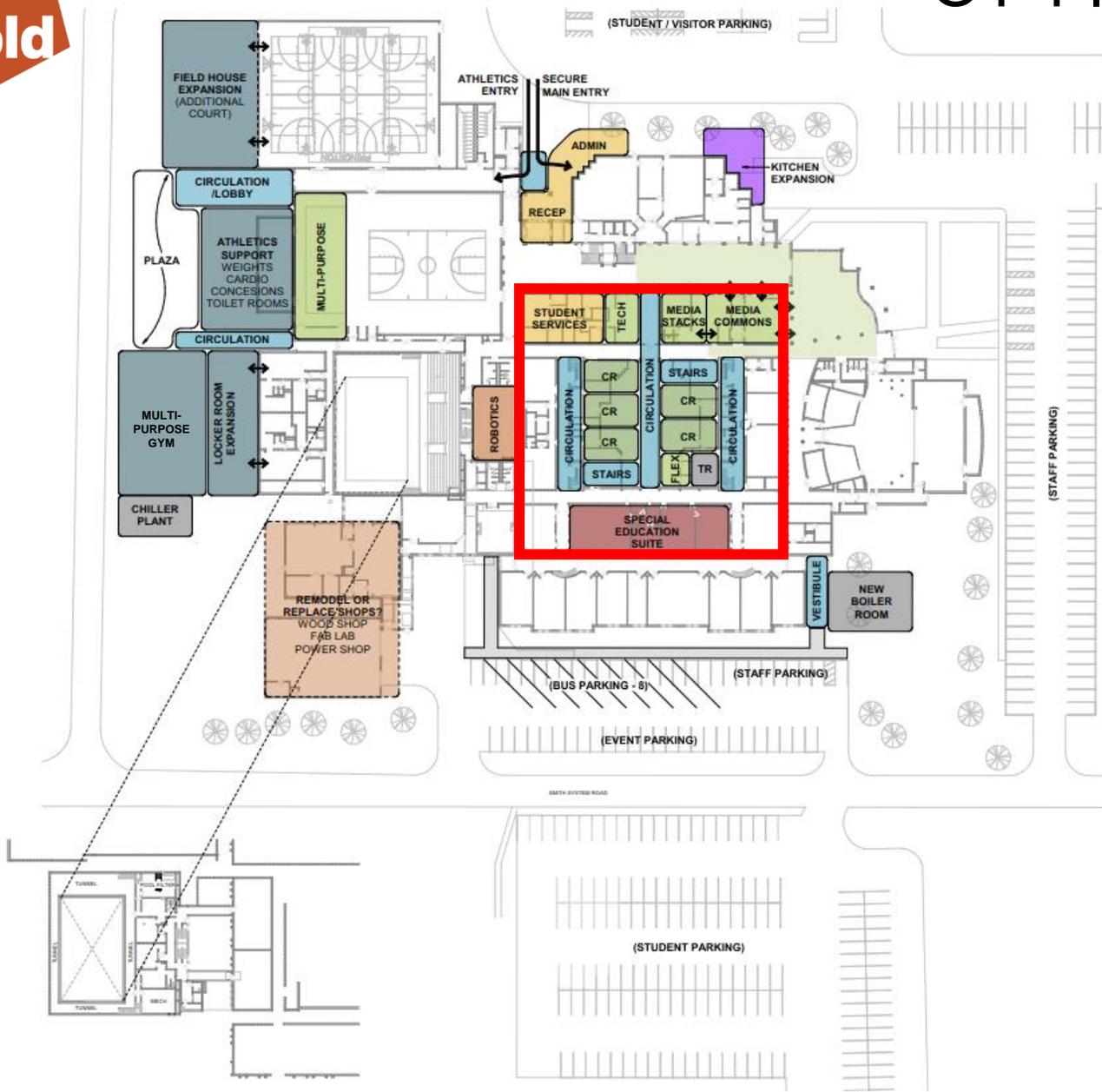
29





OPTIONS DEVELOPMENT HIGH SCHOOL

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REFERENCE NEW HIGH SCHOOL

NEW HIGH SCHOOL

- Current: 216,260 Square Feet
 - Using 1,150 Student Capacity = 188 SF / Student
 - Not including pool, auditorium = 162 SF / Student +/-
- MDE Guidelines: 180-200 SF / Student
 - Does not include pool, auditorium, etc.
- Assumptions:
 - $(285 / \text{Grade}) \times 4 = 1,140$ Student Capacity
 - $\times 185$ SF / Student
 - 210,900 SF Base
 - + 20,000 SF Pool
 - + 20,000 SF Auditorium
 - = 250,900 SF
 - $\times \$275 - 300 / \text{SF}$
- **\$69M – 75M Construction Cost**
- **\$89.7M – 97.85M Project Cost (30%)**
- **Land? Stadium? Other?**

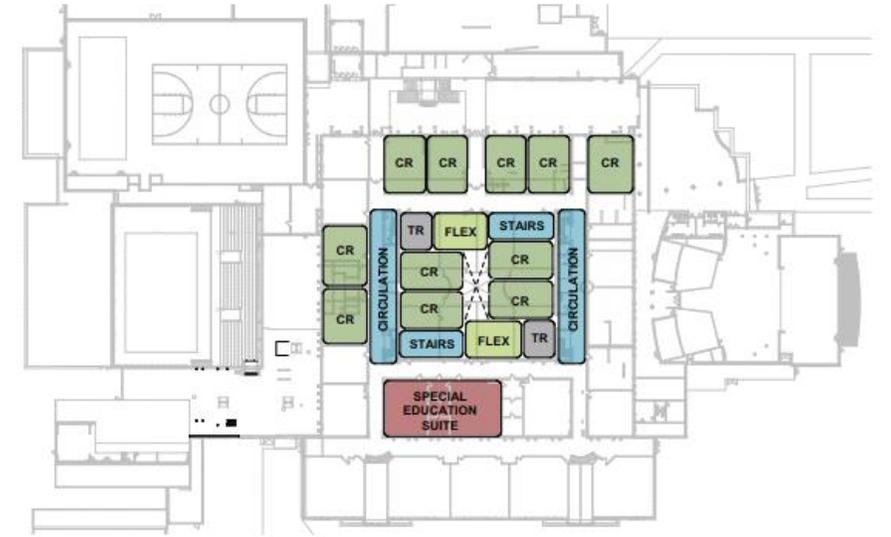
FOR REFERENCE ONLY

**Question:
What would
a new high
school cost?**



OPTIONS DEVELOPMENT HIGH SCHOOL

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ESTIMATES DRAFT

HIGH SCHOOL **\$38 M**

- NEW SHOP AREAS \$4.5 M
- CORE RENOVATIONS (1964 BUILDING) \$12 M
- SPECIAL EDUCATION RENOVATIONS \$2 M
- ADMIN / STUDENT SERVICES / ENTRY \$1.75 M
- ATHLETICS / SUPPORT / LOCKER ROOMS \$10.5 M
- KITCHEN EXPANSION \$0.75 M
- CHILLER / BOILER PLANTS \$3.5 M
- SITE IMPROVEMENTS (INCLUDES SYNTHETIC TURF) \$3 M

INTERMEDIATE SCHOOL **\$6.95 M**

STUDENT SERVICES BUILDING **\$ 1 M**

FURNITURE, FIXTURES & EQUIPMENT **\$1.5 M**

TECHNOLOGY **\$1.5 M**

TOTAL **\$48.95 M**

These estimates have been reviewed by the Finance Committee, and determined to be in alignment with their context for support



PRELIMINARY ESTIMATES - FOR DISCUSSION ONLY

TAX IMPACT

DRAFT

Bond Issue Amount	\$49,580,000
Capitalized Interest to be Paid from Bond Proceeds+	\$830,465
Average Interest Rate	3.35%
Number of Years/Debt Service Levies	20

Type of Property	Estimated Market Value	Estimated Impact on Taxes Payable in 2021 *	
		Annual	Monthly
Residential Homestead	\$75,000	\$51	\$4
	100,000	81	7
	125,000	112	9
	150,000	142	12
	175,000	173	14
	200,000	204	17
	250,000	265	22
	300,000	327	27
	350,000	388	32
	400,000	449	37
Commercial/Industrial	\$50,000	\$85	\$7
	100,000	169	14
	250,000	479	40
	500,000	1,042	87
	1,000,000	2,169	181
Agricultural Homestead** (average value per acre of land & buildings)	\$2,000	\$0.51	\$0.04
	3,000	0.76	0.06
	4,000	1.01	0.08
	5,000	1.27	0.11
	6,000	1.52	0.13
	7,000	1.78	0.15
Agricultural Non-Homestead** (average value per acre of land & buildings)	\$2,000	\$1.01	\$0.08
	3,000	1.52	0.13
	4,000	2.03	0.17
	5,000	2.54	0.21
	6,000	3.04	0.25
	7,000	3.55	0.30

+ Due to timing of the levy process, the District would not be able to make a tax levy to fund the interest payment on the new bonds due during fiscal year 2021, so that payment would have to be made from bond proceeds.

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

** For agricultural property, estimated tax impact includes 55% reduction due to the School Building Bond Agricultural Credit. Based on new legislation approved in 2019, the credit percentage will gradually increase to 70% by taxes payable in 2023; this will cause a reduction in tax impact in future years. Average value per acre is the total assessed value of all land & buildings divided by total acres. Homestead examples do not include the house, garage, and one acre, which has the same tax impact as a residential homestead.

Wold

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THANK YOU!
QUESTIONS?



2019 / 2020 DISTRICT ENROLLMENT TRACKING

				10/1/2019	11/1/19								Average	
		Budget	9/18/19	End of	End of	End of	End of	End of	End of	Enrollment				
		Opening	September	October	November	December	January	February	March	April	May			
Primary K-2	K	220	193	194	195	198	198	200					197	
	1st	245	227	223	224	225	227	226					225	
	2nd	265	260	261	260	257	257	258					259	
	Sub Total	730	680	678	679	680	682	684	0	0	0	0	681	
Intermediate 3-5	3rd	241	240	237	243	240	238	239					239	
	4th	232	235	236	240	239	237	237					238	
	5th	267	253	254	255	254	252	253					254	
	Sub Total	740	728	727	738	733	727	729	0	0	0	0	731	
Middle 6-8	6th	254	248	249	250	250	250	249					250	
	7th	282	271	273	271	271	274	274					273	
	8th	264	262	260	262	261	262	260					261	
	Sub Total	800	781	782	783	782	786	783	0	0	0	0	783	
9-12 Programing	9th	260	273	275	274	276	277	276					276	
	10th	247	237	236	236	238	245	245					240	
	11th	264	274	272	264	257	268	266					265	
	12th	259	283	292	285	285	270	271					281	
	Sub Total	1030	1067	1075	1059	1056	1060	1058	0	0	0	0	1,062	
K-12 Total	3300	3256	3262	3259	3251	3255	3254	0	0	0	0	3256		

PSEO FT	-16	-16	-16	-17	-15
ALC	51	49	58	63	65
Online	51	53	54	74	76
Onward	14	14	10	10	9
HS Seat Based	943	927	918	896	893

PROGRAM ANALYSIS

	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020	
	Oct 1	End of Year	Oct 1	End of Year						
	Primary School	688.00	680.08	687.00	687.54	705.00	712.01	725.00	721.43	676.00
Intermediate School	750.00	757.02	748.00	750.31	765.00	765.35	739.00	733.78	726.00	
Middle School	719.00	733.50	732.00	735.08	742.00	743.46	806.00	801.36	779.00	
High School	1042.00	947.97	1009.00	916.56	1022.00	926.37	1003.00	944.51	959.00	
On-Line Academy	0.00	35.54	46.00	66.80	79.00	103.79	62.00	69.17	54.00	
Area Learning Center	0.00	0.00	11.00	16.02	7.00	18.91	30.00	30.14	49.00	
Care & Treatment	0.00	2.99	10.00	8.20	9.00	1.71	22.00	0.45	8.00	
Early Childhood	60.00	31.02	59.00	29.25	57.00	34.71	67.00	33.61	58.00	
Onward	n/a	14.00								
TOTAL	3259.00	3188.12	3302.00	3209.76	3386.00	3306.31	3454.00	3334.45	3323.00	

2019-2020 Revised Estimated Enrollment						
	School Finance	Sept to Year End-Low	Sept to Year End-Avg	Year End to Year End-Low	Year End to Year End-Avg	Average
Primary School	672.50	671.73	676.99	685.42	696.97	680.72
Intermediate School	721.40	721.78	731.68	714.64	738.09	725.52
Middle School	766.80	777.36	788.92	785.66	804.82	784.71
High School	1018.20	1001.82	1012.19	991.92	1014.34	1007.69
Total	3178.90	3172.69	3209.78	3177.64	3254.22	3184.75
2020-2021 Estimated Enrollment						
	School Finance	School Finance-Altered	Year End to Year End-Low	Year End to Year End-Avg	Average	
Primary School	617.80	614.30	615.35	639.90	621.84	
Intermediate School	740.20	726.30	712.12	735.57	728.55	
Middle School	768.30	765.50	773.35	792.51	774.92	
High School	1005.30	993.90	966.16	988.58	988.49	
Total	3131.60	3100.00	3066.98	3156.56	3099.53	

Primary/Intermediate by Grade 2019-2020 *average includes Spanish Immersion

Grade	Guideline	Total Students	Sections	Average
Kindergarten	19-21	198 (22,21)	10	19.8
First Grade	20-23	227 (23,23)	11	20.6
Second Grade	22-25	255 (20,21)	12	21.25
Third Grade	22-25	238 (18,18)	10	23.8
Fourth Grade	24-27	237 (19,19)	10	23.7
Fifth Grade	24-27	251	10	25.1

Middle School by Grade 2019-2020 *Does not include Special Education Sections

Grade	Guideline	Total students	Core Sections	Average
Sixth Grade	25-30	250	10	25.0
Seventh Grade	25-30	271	10	27.1
Eighth Grade	25-30	263	10	26.3

High School by Department (Tri 1& 2) 2019-2020 *Does not include SPED, Music, & PASS

Department	Guideline	Total Student Courses	Sections	Average
Ag/Ind Tech	25-30	1010	40	25.3
Art	25-30	473	19	24.9
Business	25-30	238	10	23.8
English	25-30	1146	43	26.7
Math	25-30	1686	70	24.1
FACS	25-30	386	16	24.1
PE/Health	25-30	681	23	29.6
Science	25-30	1422	53	26.8
Social Studies	25-30	1193	45	26.5
World Lang	25-30	604 (Not German)	22	27.5
9th Grade	275	11th Grade	272	
10th Grade	236	12th Grade	292	

**PRINCETON PUBLIC SCHOOL
REVISED BUDGET 2019-2020
JANUARY 2020**

	2020 REVISED ESTIMATED REVENUES	2020 REVISED ESTIMATED EXPENDITURES
GENERAL FUND (01)	\$ 37,231,033	\$ 39,381,212
FOOD SERVICE (02)	\$ 1,762,500	\$ 1,806,014
COMMUNITY EDUCATION (04)	\$ 1,594,221	\$ 1,676,317
BUILDING FUND (06)	\$ -	\$ 2,000,000
DEBT SERVICE (07)	\$ 4,349,160	\$ 4,280,194
TOTAL ALL FUNDS	\$ 44,936,914	\$ 49,143,737

	2019 FUND BALANCE
GENERAL FUND	\$ 11,040,103
FOOD SERVICE	\$ 583,245
COMMUNITY EDUCATION	\$ 349,248
BUILDING FUND	\$ 3,243,267
DEBT SERVICE	\$ 902,353

**PRINCETON PUBLIC SCHOOLS
GENERAL FUND REVISED BUDGET
JANUARY 2020**

		2020 Estimated Revenues	2020 Estimated Expenses	Variance
LTFM-Restricted		\$ 572,495	\$ 741,142	\$ (168,647)
Operating Capital-Restricted		\$ 581,794	\$ 812,050	\$ (230,256)
Staff Development-Restricted		\$ 452,946	\$ 497,550	\$ (44,604)
Qcomp-Assigned		\$ 900,255	\$ 899,300	\$ 955
Technology-Assigned		\$ 17,250	\$ 22,500	\$ (5,250)
Building Improved-Assigned		\$ -	\$ -	\$ -
Program Initiatives-Assigned		\$ -	\$ 229,000	\$ (229,000)
Activity Account-Assigned		\$ 500,000	\$ 500,000	\$ -
Unassigned		\$ 34,206,293	\$ 35,679,670	\$ (1,473,377)
Total		\$ 37,231,033	\$ 39,381,212	
		\$ (37,231,033)	\$ (39,381,212)	

**2019 Fund
Balance**

ALC-Restricted	\$ -
Basic Skills-Restricted	\$ 37,179
Basic Skills Ext Time-Restricted	\$ 49,025
LTFM-Restricted	\$ 910,224
Med Asst-Restricted	\$ 8,651
Operating Capital-Restricted	\$ 2,184,286
Staff Development-Restricted	\$ 208,412
Severance-Committed	\$ 991,266
Qcomp-Assigned	\$ 266,919
Technology-Assigned	\$ 65,030
Building Improved-Assigned	\$ -
Program Initiatives-Assigned	\$ 800,512
Activity Acct-Assigned	\$ 127,171
Non Spendable	\$ 25,142
Unassigned	\$ 5,366,285
	\$ 11,040,103

Audit report for 2019 was presented at the 1st board meeting in November and the fund balances for the 2018-2019 school year for each category are reflected above.

**PRINCETON PUBLIC SCHOOLS
COMMUNITY EDUCATION FUND REVISED BUDGET
JANUARY 2020**

	2020 Estimated Revenues	2020 Estimated Expenses	
Community Ed-Restricted	\$ 981,976	\$ 1,068,348	
Early Childhood-Restricted	\$ 219,944	\$ 214,090	
School Readiness-Restricted	\$ 379,106	\$ 378,127	
Other-Restricted	\$ 13,195	\$ 15,752	
	\$ 1,594,221	\$ 1,676,317	\$ (82,096)

**2019 Fund
Balance**

Community Ed-Restricted	\$ 132,963
Early Childhood-Restricted	\$ 122,999
School Readiness-Restricted	\$ 91,428
Other-Restricted	\$ 1,473
Non-Spendable	\$ 384
	\$ 349,248

Community Education is broken into four Restricted areas according to law. Other consists of Nonpublic aid that the state flows money through us to homeschool families for counseling, nursing, and textbooks based on homeschool families' applications. Preschool Screening is also in the other restricted fund. We receive funding based on the number of 3-5 year olds we screen each school year.

1.21.20 Policy Committee Meeting Minutes

- 535 - Service Animals in School - NEW
 - Tabled for future comparison to Policy 808 - Service Animals in School
- 609 - Religion
 - No changes
- 611 - Homeschooling
 - Tabled
- 625 - Online Learning
 - Remove old policy; re-written by HS Principal and POA Coordinator. See memo.

PRINCETON PUBLIC SCHOOLS

POLICY 609 - RELIGION

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall neither promote nor disparage any religious belief or nonbelief. Instead, the school district encourages all students and employees to have appreciation for and tolerance of each other's views.
- B. The school district also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.
- C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature which may have had a religious basis or origin as well as a secular importance.
- D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
- E. The historical and contemporary values and the origin of various religions, holidays, customs and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

- A. It shall be the responsibility of the superintendent to ensure that the study of religious materials, customs, beliefs and holidays in the school district is in keeping with the following guidelines:
 - 1. The proposed activity must have a secular purpose.

2. The primary objective of the activity must be one that neither advances nor inhibits religion.
 3. The activity must not foster excessive governmental relationships with religion.
 4. Notwithstanding the foregoing guidelines, reasonable efforts will be made to accommodate any student who wishes to be excused from attendance at school for the purpose of religious instruction or observance of religious holidays.
- B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References: U. S. Const., amend. I
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence From School for Religious Observance)
Minn. Stat. § 121A.10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98, 121 S.Ct. 2093, 150 L.Ed.2d 151 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290, 120 S.Ct. 2266 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251, 120 S.Ct. 2706 (2000)
Lemon v. Kurtzman, 403 U.S.602, 91 S.Ct. 2105, 29 L.Ed.2d 745 (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No 1, 690 F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
Child Evangelism Fellowship v. Elk River Area Sch. Dist. No 728, 559 F. Supp.2d 1136 (D. Minn. 2009)

LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. No. 63 (1940)
Minn. Op. Atty. Gen. No. 120 (1924)
Minn. Op. Atty. Gen. No. 121 (1924)

Cross References: Princeton Public Schools Policy 801 (Equal Access to Facilities of Secondary Schools)

Adopted: February 14, 2006
Revised: October 20, 2015
Reviewed: January 17, 2017
Reviewed: February 18, 2020

**PRINCETON PUBLIC SCHOOLS
POLICY 624 - ONLINE LEARNING OPTIONS**

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options for students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning. This policy applies to students enrolling with an external online learning provider or through the Princeton Online Academy. This policy includes parameters for the establishment of procedures relevant to this policy.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district. The District shall determine procedures and parameters for this access.
- D. The school district shall continue to provide non-academic services to online learning students.
- E. Online learning student MSHSL activities eligibility is determined on the same basis as other enrolled students and will follow MSHSL guidelines, policies, bylaws and ISD477 Policy 510: Activities Program and other relevant district policies and Student Handbook procedures.
- F. The superintendent shall be responsible for the development of procedures that ensure appropriate implementation of this policy.

III. DEFINITIONS

- A. "Enrolling district" means the school district or charter school in which a student is enrolled under Minn. Stat. § 122A.22, Subd. 4, for purposes of compulsory education.

- B. “Full-time online provider” means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- C. “Online course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to teacher communications, and the academic support available to the online learning student.
- D. “Digital learning” is a learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- E. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider.
- G. “Seat-based learning” is a traditional form of learning delivered in a course taught by a teacher in a general school building classroom. This may include digital or blended learning.
- H. “Supplemental online learning” means an online course taken in place of a seat-based course period during the regular school day at a local district school in conjunction with other seat-based learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minnesota Statute.
- J. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.

- K. “Supplemental Online Student” is an online student enrolled in less than or up to 50% of online courses per term.
- L. “POA” means Princeton Online Academy.
- M. “Resident Student” means a student who resides within the boundaries of ISD 477.
- N. “Nonresident Student” means a student who does not reside within the boundaries of ISD 477.
- O. “District” means ISD 477.
- P. “MDE” means The Minnesota Department of Education.
- Q. “Enrolling district” means the district that is providing the online learning course and content.

IV. DISSEMINATION AND RECEIPT OF INFORMATION

- A. The District shall make available information about online learning to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.
- B. The District will receive and maintain information provided to it by online learning providers.
- C. The online learning provider must report or make available information on an individual student’s progress and accumulated credit to the student, the student’s parent, and the resident district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.
- D. The District must designate a contact person to help facilitate and monitor the student’s academic progress and accumulated credits toward graduation.

V. STUDENT ENROLLMENT

- A. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.

- B. The student and the student's parents/guardians must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the resident district according to MDE requirements and procedures. Nonresident students enrolling in POA will complete the online enrollment process found on the Princeton Public Schools website.

Residents of ISD477 enrolling in POA will follow procedures found in the Princeton High School Handbook and Registration Guide.

Residents of ISD 477 enrolling in online learning from an external provider will follow enrollment procedures of the provider.

- C. For resident students enrolling with an online learning provider other than POA and for nonresident students enrolling in POA:

A resident online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term in a single school year.

To enroll in more than 50 percent of the student's full schedule of courses per term in online learning, the student must enroll in an approved full-time online learning program consistent with this policy.

A nonresident student may enroll in POA as a full time online learning student after the term has begun up to the mid-term date of the term. The student's schedule may be adjusted to support course completion within the remaining academic term.

- D. An online learning student may complete coursework at a grade level that is different from the student's current grade level.

VI. CLASSROOM MEMBERSHIP AND TEACHER CONTACT TIME

- A. The district will reduce a resident student's regular classroom instructional membership in proportion to the student's membership in online learning courses.

- B. The district will reduce the course schedule of a resident online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
- C. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from POA. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.

VII. ACADEMIC CREDIT; GRADUATION STANDARDS OR REQUIREMENTS

- A. The district shall apply the same graduation requirements to all students, including online learning students.
- B. The District will only recognize online learning credits towards graduation from online learning providers approved by MDE.
- C. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
 - 1. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.
 - 2. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
 - 3. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
 Minn. Stat. § 120A.24 (Reporting)
 Minn. Stat. § 123B.42, Subd. 1 (Curriculum; Electronic Components)
 Minn. Stat. § 124D.03 (Enrollment Options Program)

Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: Princeton Policy 509 (Enrollment of Nonresident Students)
Princeton Policy 605 (Alternative Programs)
Princeton Policy 613 (Graduation Requirements)
Princeton Policy 620 (Credit for Learning)

Adopted: May 22, 2007

Revised: April 22, 2008

Revised: August 9, 2011

Revised: September 2, 2014

Reviewed: February 16, 2016

Revised: January 17, 2017

Revised: February 18, 2020



Barb Muckenhirn, *Principal*, 763.389.6010

Emorie Colby, *Assistant Principal*, 763.389.6015 Darin Laabs, *Activity Director/Assistant Principal*, 763.389.6047

TO: Policy Committee
CC:
FROM: Barb Muckenhirn, High School Principal
DATE: Jan. 6, 2020
RE: Recommendations for Revision of Policy 624 Online Learning

General Statement:

Policy 624: Online Learning was initially put in place when online first started to be accessed by students from other districts. The current policy is tightly aligned to the MSBA model policy. This policy follows the statute but was intended for use when our students were simply accessing an online course from a provider outside of the district. It also followed statute and provided guidelines to schools who wanted to be providers. The MSBA model specified the choices to be made by districts in accordance with statute. The District language does not clarify what the local choices are, but rather simply includes those options. That was not an issue for a long time. However, now that the District is both a provider and significant user of its own online provision, there is a need for clarity and inclusion of language that helps guide the procedures for:

1. being an online provider,
2. resident students accessing online programming from POA and from other providers, and
3. nonresident students accessing POA programming.

The process used in preparation of this revised draft was extensive and included review of the following:

- relevant statutes
- MSBA model policy
- other districts' policies
- current ISD 477 policy
- current handbooks
- current practice and identification of concerns
- input from POA teaching staff, guidance counselors and administration

The significant recommended clarifications / changes are:

1. Clarification of "resident" vs "nonresident" online student,
2. Clarification of "supplemental" and "full time" online student,
3. Limit a resident supplemental student to 50% of courses per term.
4. Provides guidance to establishing procedures and parameters for attendance, registration, & enrollment.
5. Removes procedures from policy. These procedures are being compiled into **Policy 624: Online Learning Procedures and Guidance**.

Core Values



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