



Future Ready. Community Strong.

Regular Meeting Agenda

Diamondhead Education Center
200 W. Burnsville Parkway
Burnsville, MN, 55337

April 12, 2018

6:30 PM

(5:45 PM Board Listening Session with Directors DeeDee Currier and Darcy Schatz)

I. Call to Order	
A. Welcome Public	
B. Pledge of Allegiance	
II. Approval of Agenda	
III. Information	
A. Future Ready. Community Strong.	
1. Metcalf Middle School Peer Leadership Group	3
2. Community Building at Burnsville High School Presenter: Dave Helke, Principal and Angie Pohl, Assistant Principal	11
3. Bowls for BrainPower	
B. City of Burnsville 2040 Comprehensive Plan Presenter: Community Development Director Jenni Faulkner and Interim Public Works Director Ryan Peterson	19
C. Reports	
1. Student Representative	43
2. Superintendent	44
3. Board Members	45
IV. Business Meeting	
A. Consent Agenda	
Although Board action is required, it is generally unnecessary to hold discussion on these items. In the event a Board member wishes to discuss an item, that item will be moved for separate consideration.	
1. Approve Meeting Minutes	46
2. Approve Personnel Recommendations	48
3. Adopt a Resolution to Accept Donations	49
4. Payroll, Expenditures, Receipts, and Investments	51
5. Budget Analysis	87

6. Report on Listening Session	92
7. Approve, on a First Reading Basis, Changes to Policies 503: <i>Student Attendance</i> and 504: <i>Student Dress and Appearance</i>	93
8. Approve No Changes to Policies 506: <i>Student Discipline</i> ; 507: <i>Corporal Punishment</i> ; 512: <i>School Sponsored Student Publications and Activities</i> ; 517: <i>Student Recruiting</i> ; and 531: <i>The Pledge of Allegiance</i>	104
9. Approve Change Order #2 for the Miscellaneous Pavement Alterations Project	131
V. New Business	
A. Approve, on a First Reading Basis, Changes to Policy 524: <i>Internet Acceptable Use and Safety Policy</i> Presenter: Doug Johnson, Director of Technology	134
VI. Adjourn to a Board Workshop Followed by a Closed Session, as Permitted by M.S. 13D.03, for Negotiation Strategies	
A. Health and Dental Insurance Renewal Presenter: Chase Ambrosia, One Digital	146
B. Budget Presenter: Cindy Amoroso and Lisa Rider	157
C. Dan Patch Parade Presenter: Cindy Amoroso, Superintendent	



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Metcalfe Middle School Peer Leaders

Future Ready. Community Strong.

Advisors:

Lucretia Jeffers, Metcalfe Social Studies
Teacher

Lori Maidment, Metcalfe School Counselor

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Student Presentors:

Martha Wondimu and Mohamed Jeylani

Future Ready. Community Strong.

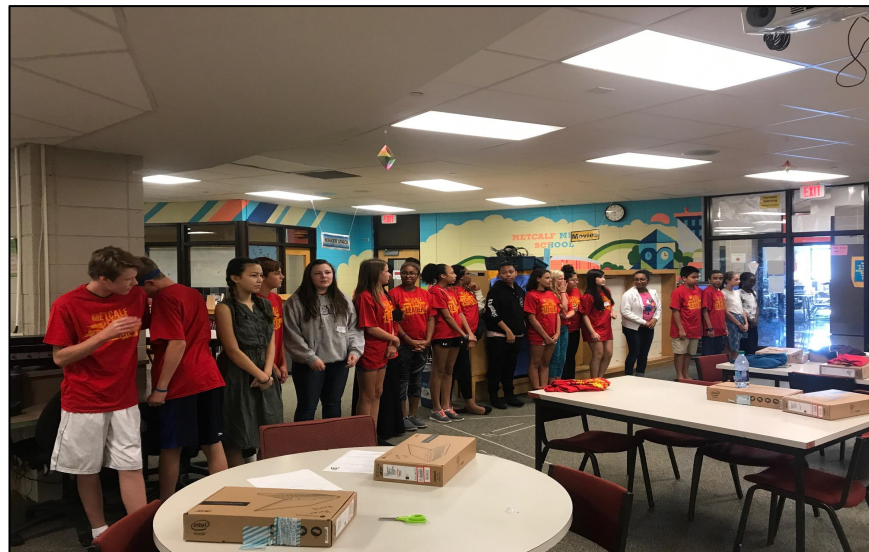
- Strong group of Peer Leaders, nominated by grade level classmates
- Made up of 32 students from all grades at Metcalf Middle School



- Future leaders and positive individuals that help establish a school community of respect and support.

Before School Activities:

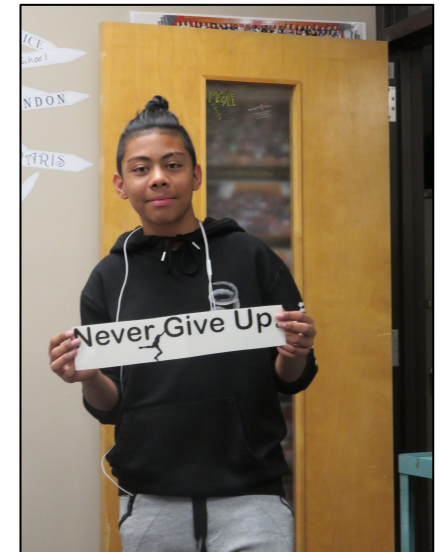
- August 22, 2017-Training Day
- August 23, 2017-Help with Chrome Book Distribution
- August 30, 2017-Welcome Crew at Open House



Metcalfe Middle School Peer Leaders

Fall Activities:

- October, 2017-Hang positive messages in all Metcalfe Bathrooms
- November 8, 2017-Attend “We Day”
- December, 2017-Sponsor, plan and organize Metcalfe Food Drive for Brainpower in a Backpack



February-March:

- February-Day long “We Day” planning workshop for our school-wide Kindness Campaign-campaign will run March/April



- Advisory Videos
- Instagram/Twitter
- Posters
- Bulletin Messages
- Student Challenges



Spring:

- Kindness Campaign
 - Bulletin Announcements
 - Wave of Kindness Wall
 - Kindness Door Contest
 - Lunch Mix-Up

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Thank you!



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Community Building at Burnsville High School

Future Ready. Community Strong.

IT STARTED WITH A VIDEO MESSAGE

We have many students working hard to have a positive impact in our school community and are grateful for their leadership and work. There continues to be work we need to do and I want each of you to know I am personally committed to getting it done.

IT IS ABOUT STUDENT VOICE AND ENGAGEMENT



IT IS ABOUT LEARNING FROM ONE ANOTHER

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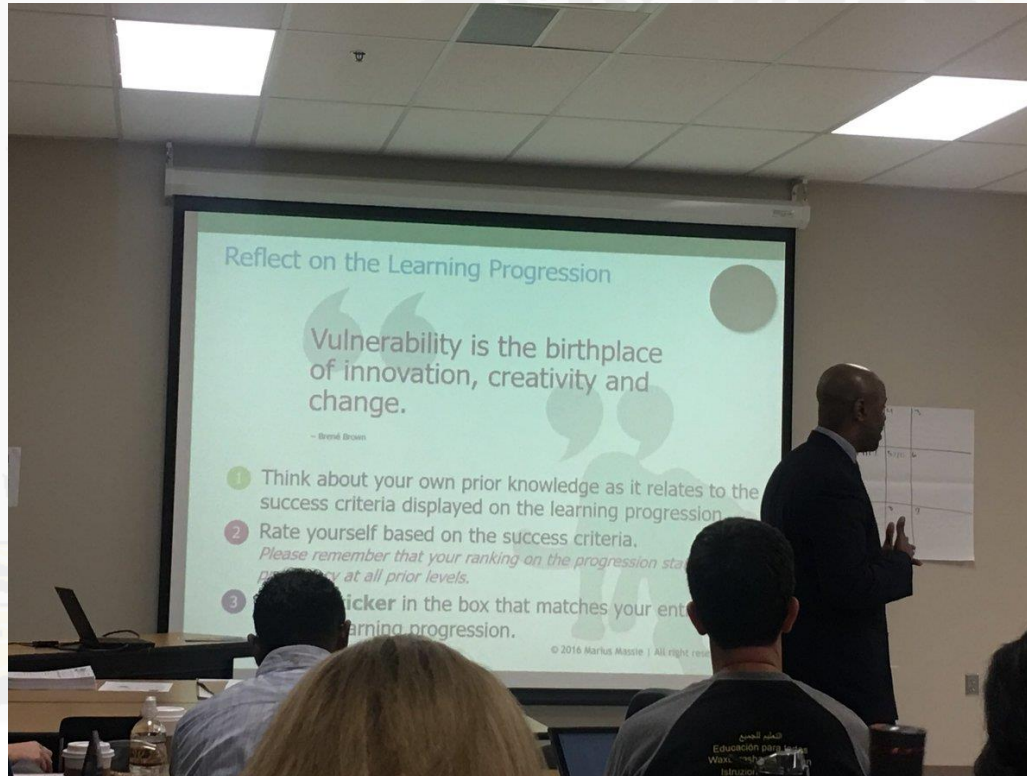
IT IS ABOUT SUPPORTING EACH OTHER

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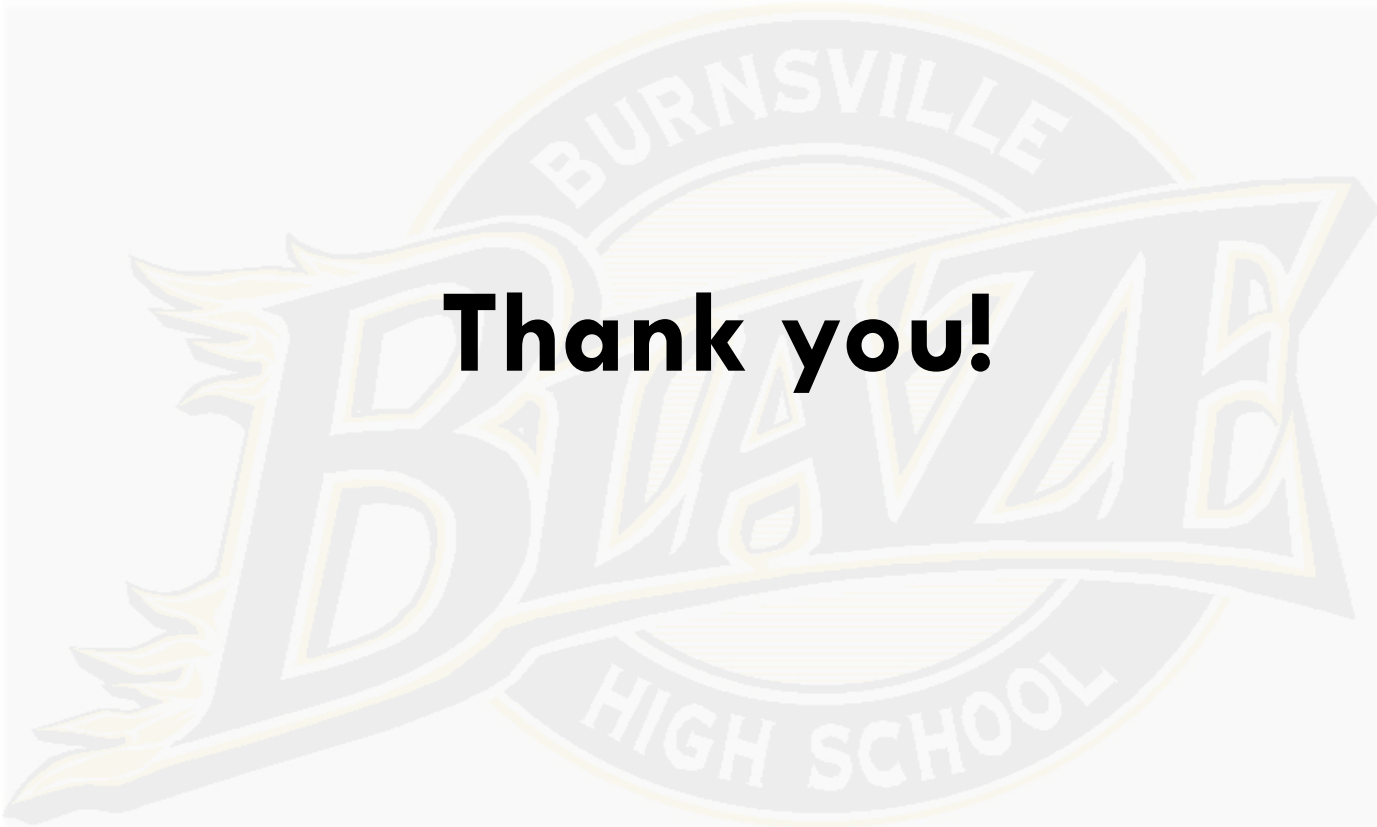
IT IS ABOUT BUILDING UP EACH OTHER

Restorative Practices cohort with
Marius Massie - BHS class of '94-



IT IS ABOUT BUILDING UP EACH OTHER

Our work to ensure each student knows they are welcome and valued at Burnsville High School will be ongoing. It has to be an integral part of our culture for us to succeed in our mission. I personally have said in the past and I will continue to say, “I want this to be your school.” I’m committed to that.



Thank you!

City of Burnsville

2040 Draft Comprehensive Plan

Vince Workman, Planning Commission Chair
Jenni Faulkner, Community Development Director
Ryan Peterson, Public Works Director

What is a Comprehensive Plan?



- Document that describes how a community wants to grow and change over a specified period of time (2016 – 2040).
- Required by statute via Met Council
 - Consistent with Regional Plan THRIVE 2040
- It articulates a community’s vision – “Ends and Outcomes”
- It sets policies and directions that are carried out through zoning and other controls.

Citizens Advisory Committee

- Planning Commission
- Residents
- Business- Chamber of Commerce, Burnsville Center
- School District
- Youth
- Seniors
- Faith community rep
- Human Services- hospital
- Real Estate- residential and Commercial
- Public welcome



Community Engagement

- Public Engagement
 - Web site
 - BCTV Spotlight
 - Community celebrations
 - Night to Unite
 - Mayor's CEO Forum
 - Advisory Committee Meetings
 - EDC Meetings
 - Mission Outpost
 - ISD 191-Somali parent group
 - Open Houses
 - Neighborhood meetings
 - Chamber of Commerce
- Parks Master Plan
- Water Resources Management Plan
- Check-ins with City Council



38th BURNSVILLE FIRE MUSTER
September 7-11, 2016



Actualización del plan global

PLANIFICACIÓN DEL FUTURO DE BURNSVILLE



Corazón de la ciudad Cuadrante del río Minnesota Autobús de tránsito rápido

¡Necesitamos tu aporte!

Aprende más sobre el proyecto y comparte tus ideas sobre el futuro de Burnsville

www.burnsville.org/2040

La ciudad de Burnsville ha iniciado el proceso para una actualización importante de su plan global actual. El plan actualizado ayudará a sentar las bases para la inversión futura en el desarrollo, el crecimiento y la infraestructura pública de la ciudad hasta el año 2040. Ayudará a identificar la visión, metas, políticas, estrategias y oportunidades de la comunidad a largo plazo.

• Uso de tierras futuro	• Servicios y centros de la ciudad	• Vecindarios
• Desarrollo económico	• Recursos naturales	• Enriquecimiento comunitario
• Transporte	• Vivienda	

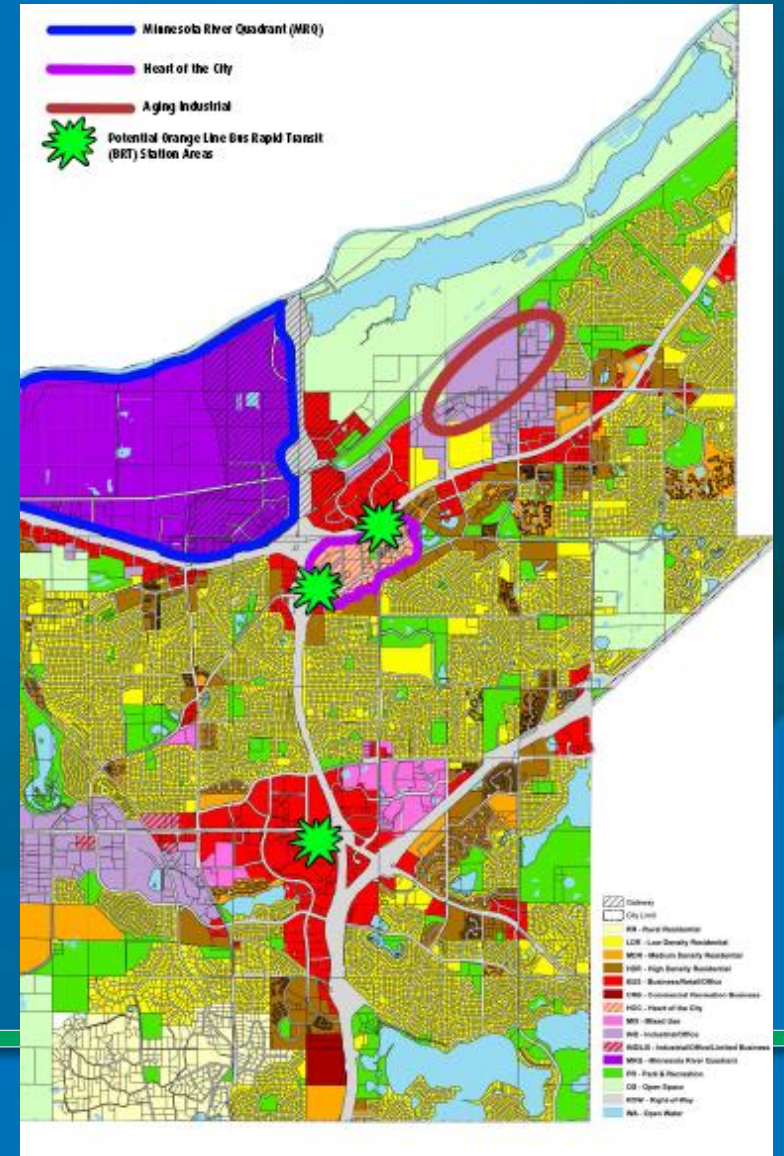
Burnsville Comprehensive Plan

An Update to the 2030 Comp. Plan

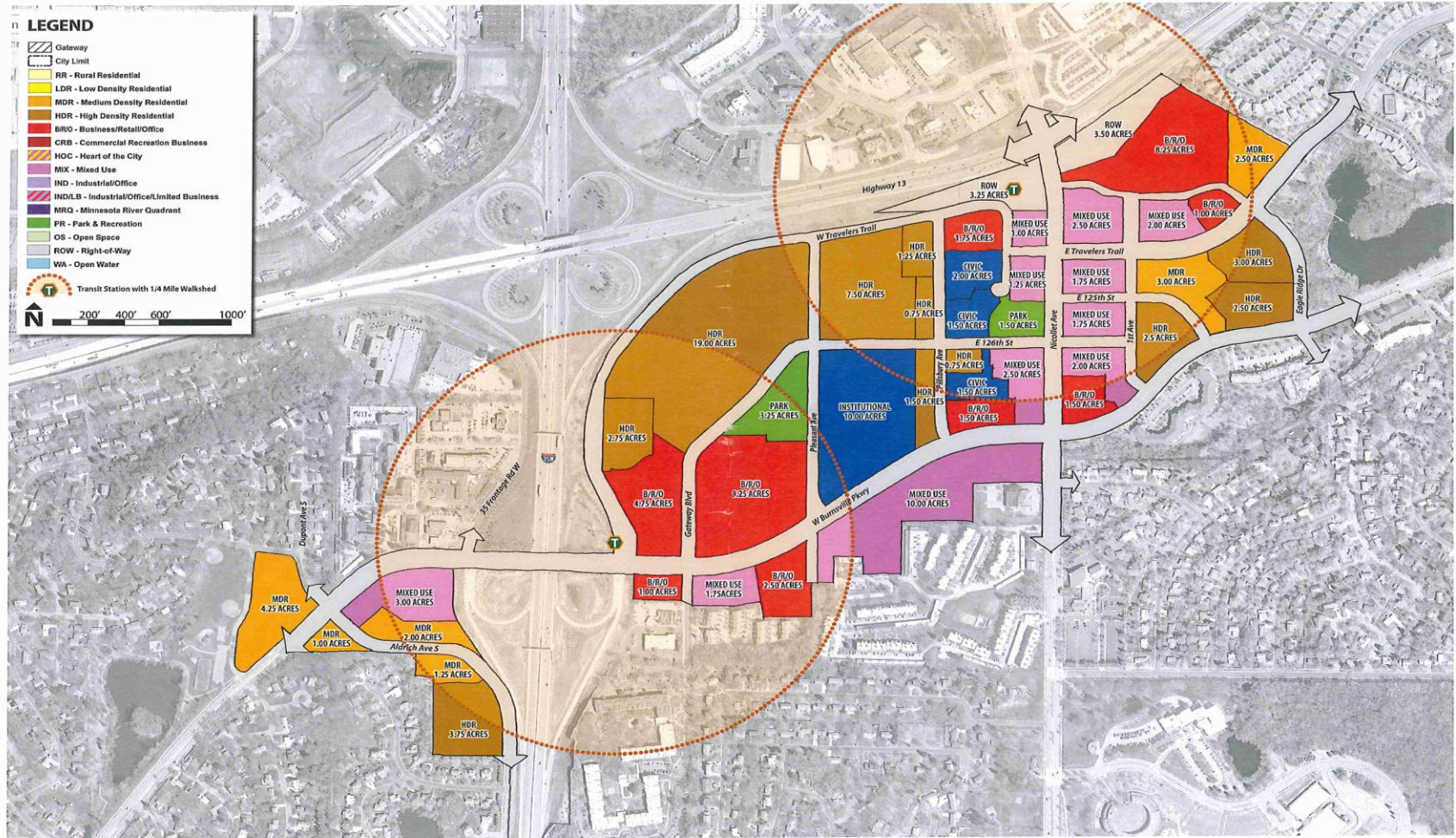
1. Community Overview
 2. Land Use
 3. Economic Development
 4. Neighborhoods & Housing
 5. Natural Environment
 6. Community Enrichment
 7. Transportation
 8. City Services & Facilities
- All chapters include sustainability goals and implementation recommendations

Land Use Focus Areas

- Heart of the City
- Burnsville Center Retail
- Orange Line Bus Rapid Transit Stations
- Minnesota River Quadrant
- Industrial Areas Near East Cliff Road



HEART OF THE CITY - POTENTIAL FUTURE LAND USE PLAN



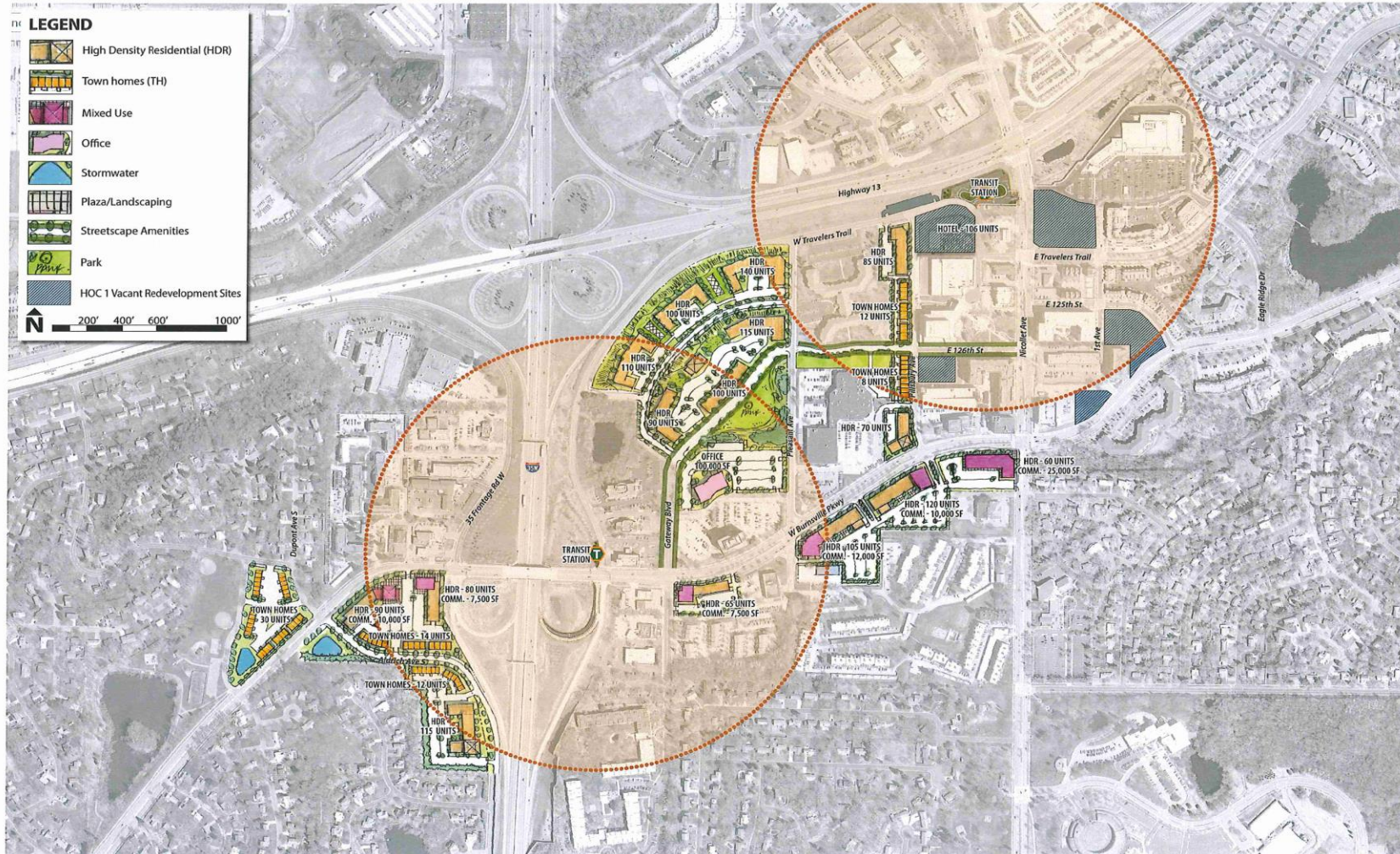
BURNSVILLE 2040
COMPREHENSIVE PLAN UPDATE

City of Burnsville
HOISINGTON KOEGLER GROUP



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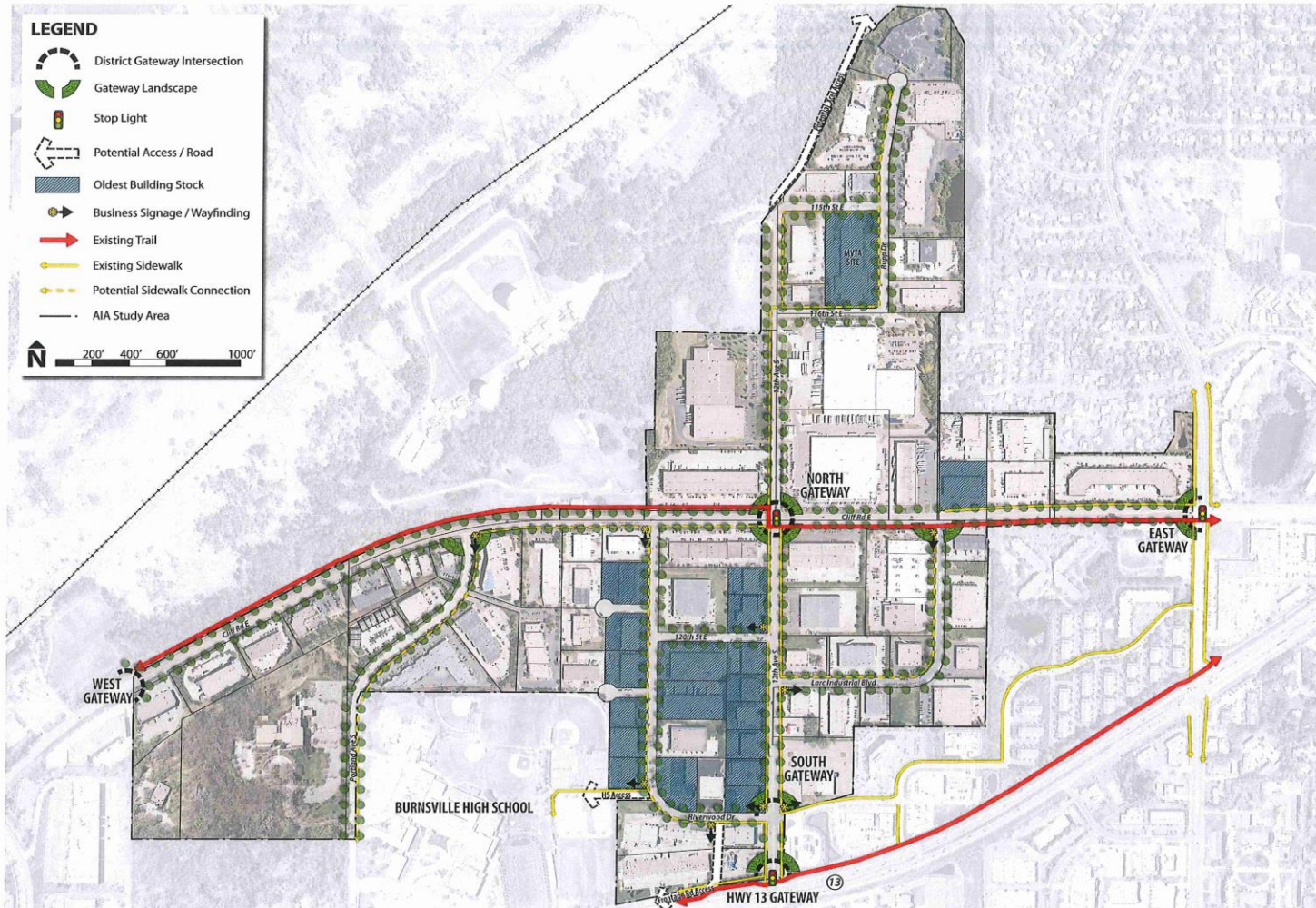
HEART OF THE CITY - POTENTIAL REDEVELOPMENT PLAN



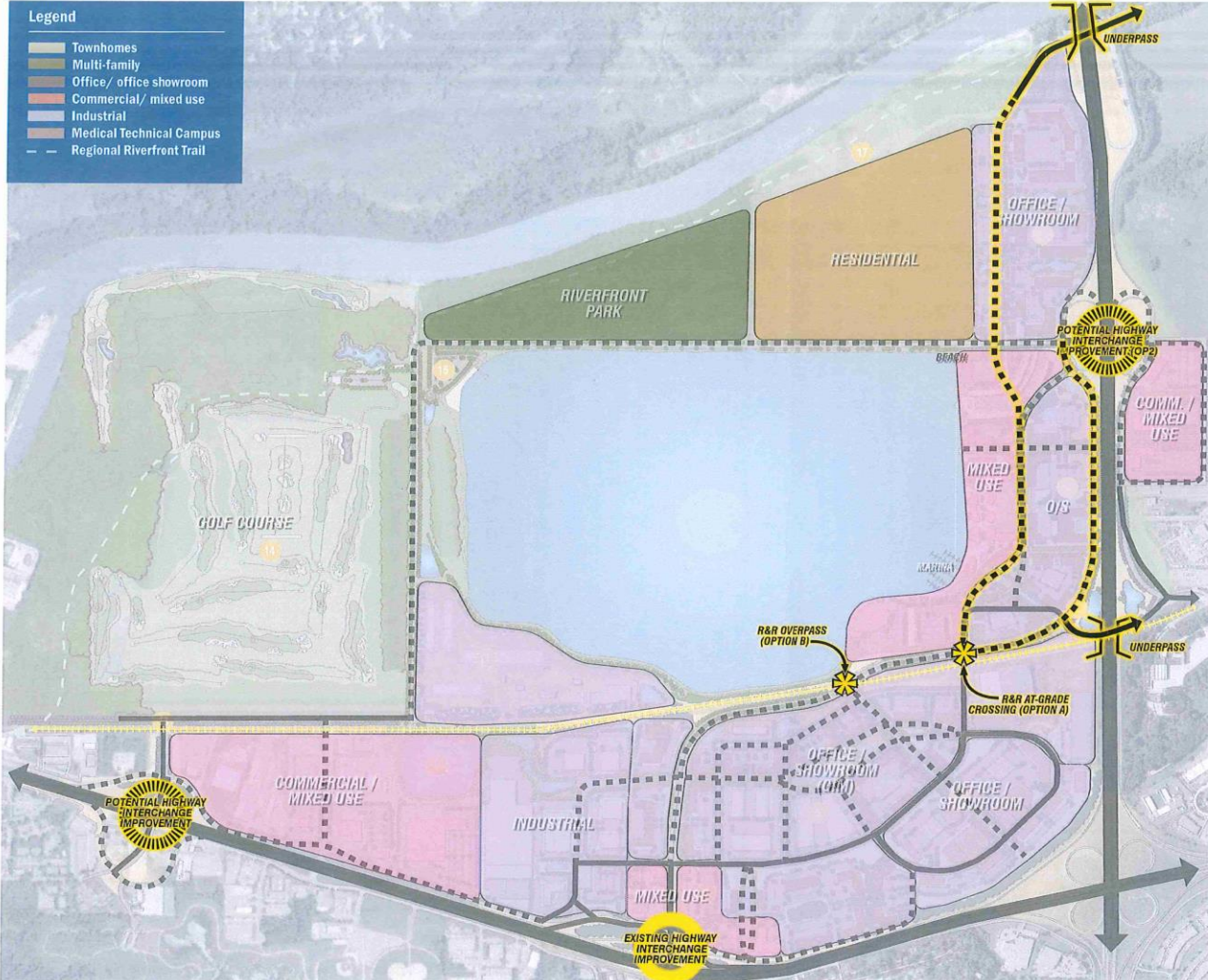
BURNSVILLE 2040
COMPREHENSIVE PLAN UPDATE



EAST CLIFF ROAD BUSINESS PARK - POTENTIAL IMPROVEMENTS AND AMENITIES

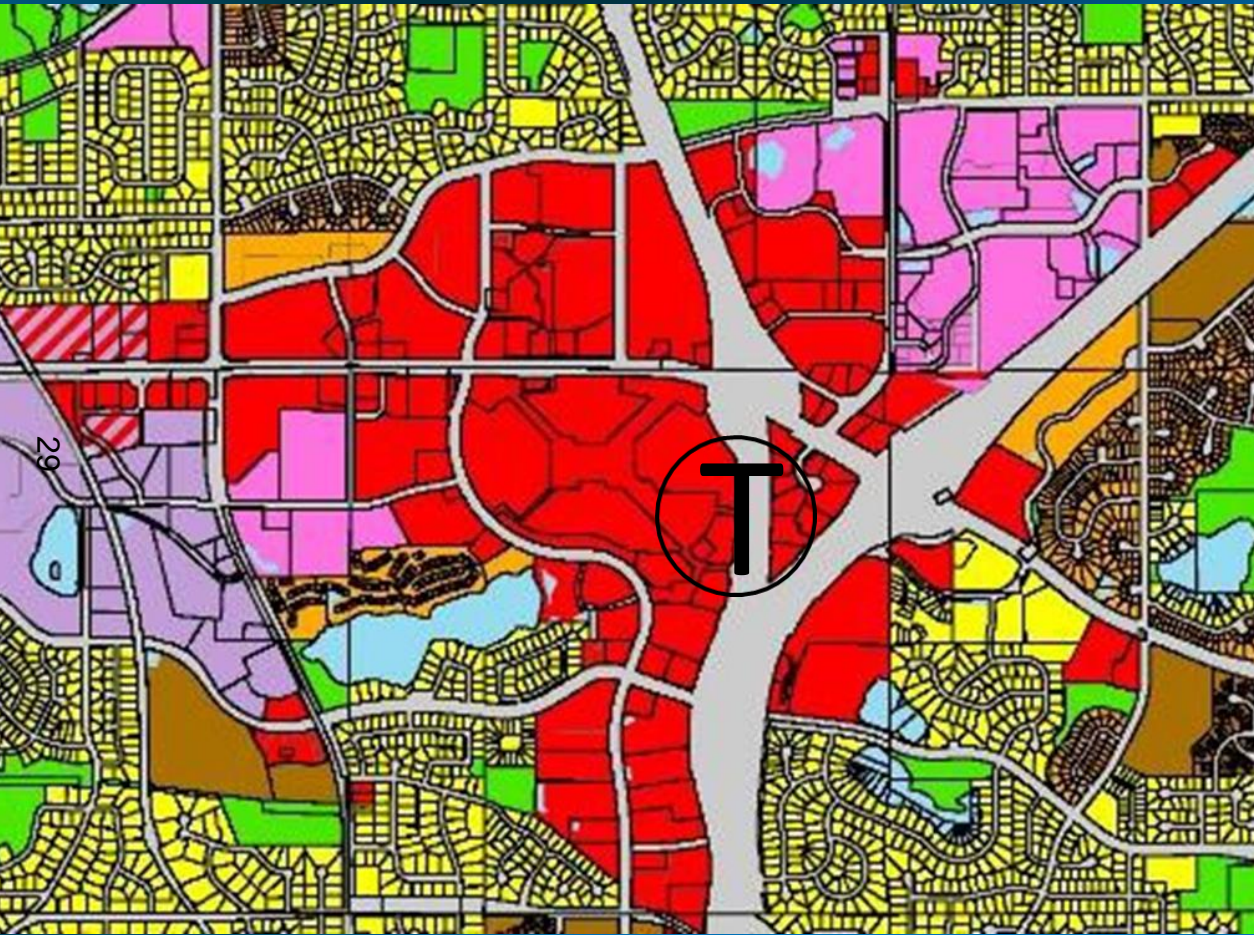


MINNESOTA RIVER QUADRANT - LAND USE AND TRANSPORTATION CHANGES (WITH NEW INTERCHANGE)



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Burnsville Center Retail



- Future Orange Line
- Consider Potential for Mixed Use/Housing
- Consider challenges facing regional malls
- Lessons from other malls
- Future Land Use Study

Burnsville Center

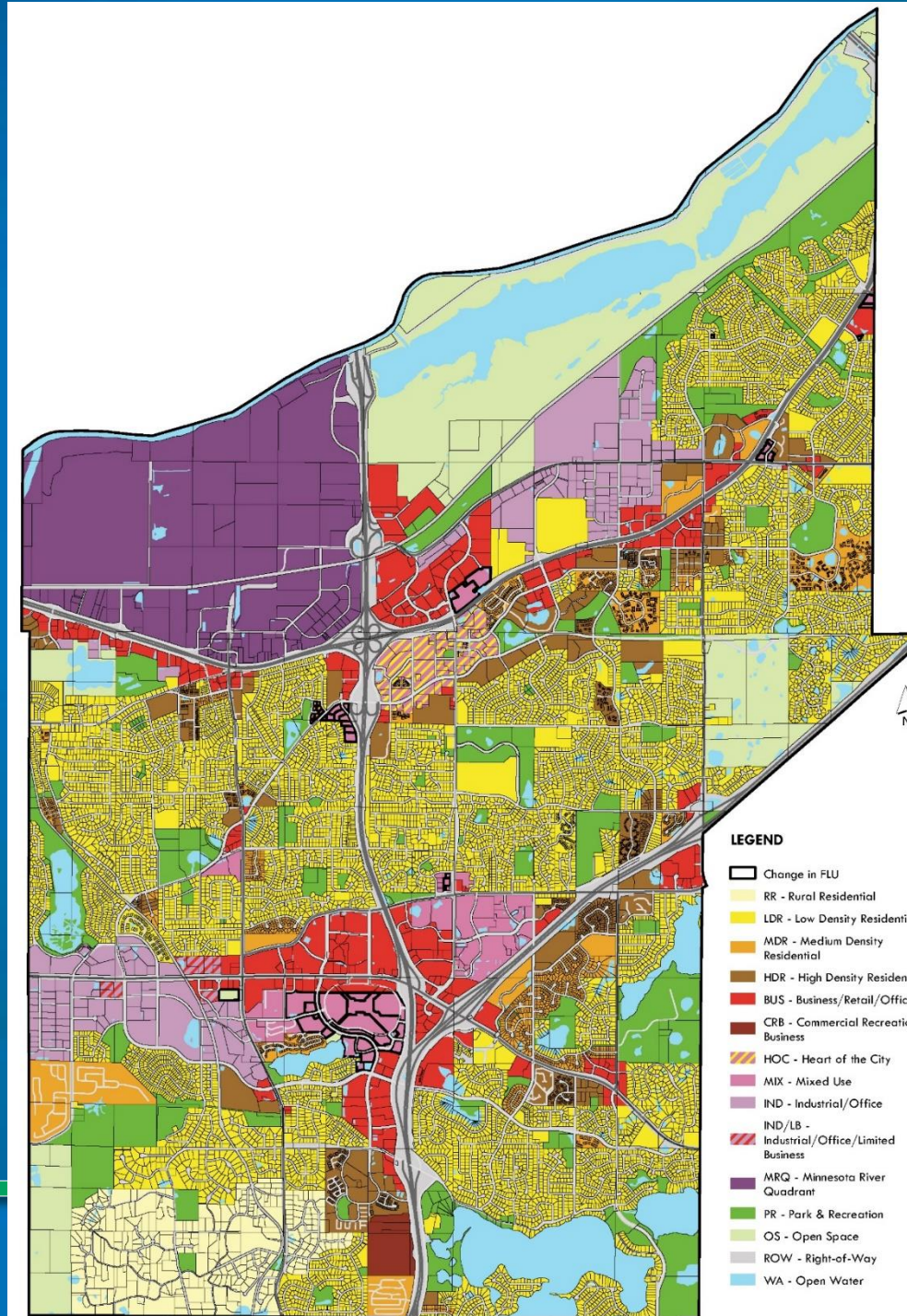


- Change from BUS- Business/Retail/Office to MIX Mixed Use
- Maintains BUS along the CR 42 corridor
- Allows for future integral TOD
- Allows for flexibility in types of uses and more intense uses

2040 Future Land Use Plan Map

Proposed Changes Between the 2030 and 2040 Future Land Use Plan Maps:

- Designating additional MIX areas
 - Burnsville Center Area south of CR 42 Corridor
 - TOD Areas
 - Aging Strip Centers (3)
- Housekeeping changes
 - Oak Savannah Open Space
 - Residential



2040 Demographics

Table 1-5: Metropolitan Council Projections for City of Burnsville

	2010 (Actual)	2014 (Estimate)	2020	2030	2040
Population	60,306	61,747	63,500	66,000	68,500
Households	24,283	24,960	25,900	26,800	27,600
Employment	31,593	34,256	36,700	39,400	41,900

Meeting the Regional Affordable Housing Need

- Metro Council has prioritized housing affordability in the Thrive MSP 2040 Regional Policy
- Determined the allocation of affordable housing needed to meet the rising need of affordable housing across the Twin Cities metro region
- Housing considered “affordable” when no more than 30% of household income goes to housing
- Different income levels have different thresholds of “affordable”

Household Size	30% AMI	50% AMI	80% AMI
One-person	\$18,050	\$30,050	\$46,000
Two-person	\$20,600	\$34,350	\$52,600
Three-person	\$23,200	\$38,650	\$59,150
Four-person	\$25,750	\$42,900	\$65,700
Five-person	\$28,440	\$46,350	\$71,000
Six-person	\$32,580	\$49,800	\$76,250
Seven-person	\$36,730	\$53,200	\$81,500
Eight-person	\$40,890	\$56,650	\$86,750

Meeting the Regional Affordable Housing Need

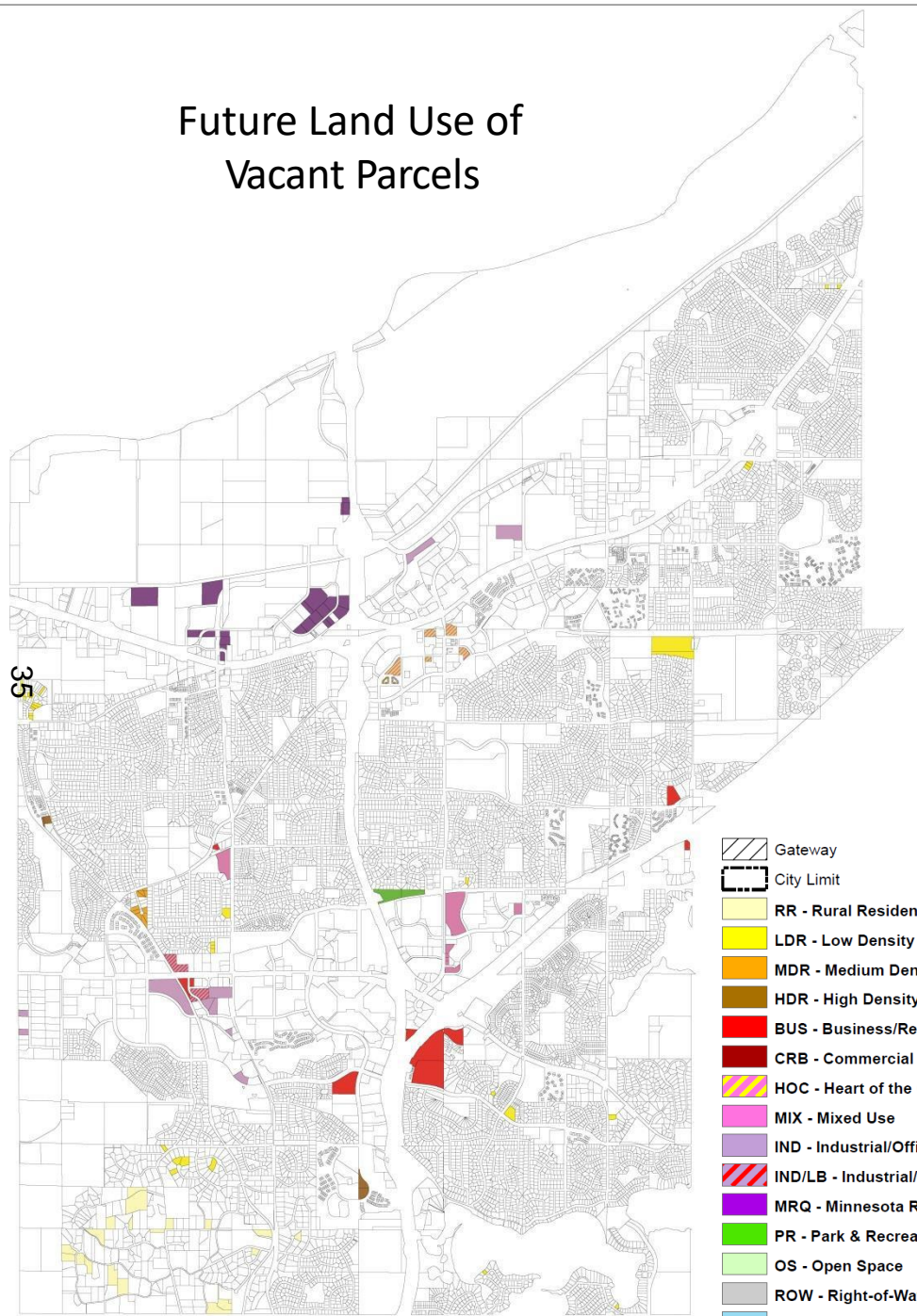
Affordable Housing Need Allocation for Burnsville

At or below 30% AMI	127
31 to 50% AMI	69
51 to 80% AMI	70
Total Units	266

- Communities meet affordable housing allocation by identifying land for future residential development or redevelopment
- Then designating those areas with land uses that have minimum densities (units/acre) that are high enough to make “affordable” housing is possible



Future Land Use of Vacant Parcels



Meeting the Regional Affordable Housing Need

FLU	Acres	Min. units /acre	Min. % Res.	Units	Min. % Res.	Units
HDR	5.70	9.00	100%	51	100%	51
HOC	10.80	21.78	30%	71	50%	118
MIX	27.53	15.00	30%	124	50%	206
Total	44.03			246		375

- Analysis of vacant parcels show that existing FLU designations could contribute significantly to affordable housing allocation need

Transportation

Goal 1 – Regional Transportation Solutions

- Transit, MnPASS, MRQ/35W, 13, County Highway Funding

Goal 2 – ADA and Sustainability

Goal 3 – Multimodal System

- Transit, Biking, Walking, Freight (Barges and Rail), Safe Routes to School

Goal 4 – Assimilate to New Technologies

- Electric Vehicles, Autonomous Vehicles, Communication, E-Commuting



Utilities

- Goal 1 – Clean Drinking Water Supply
 - Surface Water Supply, Proper Closure of Landfills
 - Wellhead Protection
- Goal 2 – Ensure Adequate Sewer Capacity
- Goal 2 – Goal 3 – Communications Collaborations



Parks

- Goal 1 – Expand Trail System and Construct Gaps
 - Regional Trails
 - Gaps
- Goal 2 – Conserve Natural Areas and Wayfinding
- Goal 3 – Programmed and Non-Programmed Park Opportunities

Dakota County Parks, Lakes, Trails and Greenways Vision, 2030

What's New?

GREAT PLACES: Destination Parks

- New Regional Park in Vermillion Highlands
- More things to do in parks
 - Winter activity area
 - Gathering and celebration areas
 - Swimming and water play areas
- More popular "park basics"
 - Enhanced picnicking
 - Biking and accessible trail loops

CONNECTED PLACES: Greenway Trails

- "Bring parks to people" – Linear parks connect parks, schools, lake trails, playgrounds, libraries, and the Minnesota and Mississippi Rivers.
- Walking, biking, and in-line skating
- Public agencies work together to create 200 miles of greenways using mostly publicly-owned land.

PROTECTED PLACES: Green Infrastructure

- Enhance and protect park resources
- Protect stream corridors in public/private partnerships
- Protect natural areas and open space in public/private partnerships



Natural Environment

Goal 1 – Protection and Conservation of Natural Resources

- Flora and Fauna, Trails, Zoning and Natural Resource Standards
- Gaps

Goal 2 – Minnesota River Valley

- Regional Trail, Support US F & W
- MRQ Resources

Goal 3 – Water Resources

- Surface Waters, Ground Water, Water Supply



Sustainability

- Incorporated into every chapter
- Goals:
 - Energy Reduction
 - Waste Reduction
 - Water Supply
 - Sustainable Food Supply
 - Efficient Use of Infrastructure/Land
 - Natural Resource Conservation
 - Climate Resiliency

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SUSTAINABILITY UPDATE

Organics Recycling Program at the Ice Center



Ice Centers are where residents gather to have fun, skate, watch others skate and generate a lot of trash.

The Burnsville Ice Center is open year-round and has a concession stand that is open from September through May.

There are approximately 340,000 people that visit the Ice Center annually.

Dakota County applied for a grant to start an organics recycling program and the Burnsville Ice Center agreed to participate in the program.

Before the program started the Ice Center recycled **10%** of their waste.

After the program was in place, recycling **jumped to 30%**.

Organics recycling was at **9%** for a total of **39%** diversion rate.

Trash went from **90%** to **61%**.

The material that is collected for organics recycling is brought to a commercial compost facility and is used for a soil amendment.

ward

economic natural meets the needs of their own needs.

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uildings

the Twin Cities Metropolitan to collect organics. The material that could be The City of Burnsville program is now being

Next Steps

- 6 month jurisdictional review ends in mid September
- Final revisions/responses made this fall
- Planning Commission Public Hearing
- City Council approval of submittal of Draft 2040 Comprehensive Plan
- Submittal to Met Council for review
- Spring 2019 City Council Adoption of Plan
- 2019 Implementation

QUESTIONS?

- Comp Plan found at www.burnsville.gov Under Planning

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**Agenda III.C.1.
April 12, 2018**

To: Board of Education, Members
Cindy Amoroso, Superintendent

From: Luke Haddorff, Student Representative

Date: April 5, 2018

Re: Student Representative Report

Receive the Student Representative Report from Student Representative Luke Haddorff.



**Agenda III.C.2.
April 12, 2018**

To: Board of Education, Members
From: Cindy Amoroso Superintendent
Date: April 5, 2018
Re: Superintendent Report

Receive the Superintendent Report from Cindy Amoroso, Superintendent.



Future Ready. Community Strong.

**Agenda III.C.3.
April 12, 2018**

To: Board of Education, Members
Cindy Amoroso, Superintendent

From: Jim Schmid, Board Chair

Date: April 5, 2018

Re: Board Member Reports

Receive reports from Board Members.

School Board Minutes
INDEPENDENT SCHOOL DISTRICT 191
March 8, 2018

The meeting of the Board of Education was called to order by Chair Schmid at 6:30 p.m. at the Diamondhead Education Center, 200 West Burnsville Parkway, Burnsville, MN.

Call to Order

Members present: Directors Currier, VandenBoom, Alt, Miller, Schatz, Luth and Chair Schmid. Others in attendance were Superintendent Amoroso, Student Representative Haddorff, administrators, staff and members of the public.

Attendance

Schmid welcomed the audience and asked Haddorff to lead the Pledge of Allegiance.

Pledge of Allegiance

Moved by Alt, seconded by VandenBoom, to approve the agenda. Moved by Luth, seconded by Currier, to remove the closed session from the agenda. Amended motion carried unanimously (7, 0). Main motion carried unanimously (7, 0).

Agenda

Future Ready. Community Strong. Community Building Event Through Community Education was presented by Tom Umhoefer.

Future Ready.
Community Strong.
Information

Received verbal reports from Student Representative Haddorff, Superintendent Amoroso, and Board Members Alt, Currier and Schatz.

Received committee reports from Alt on behalf of Policy Review Committee and Luth on behalf of Negotiating Committee. Currier reported on ISD 917 and AMSD. Alt reported on TIES.

Received a report on Summer Improvement Projects from Glenn Simon, director of operations and transportation.

Received a report on HR/Pay/Finance System from Lisa Rider, executive director of business services.

Moved by Luth, seconded by Miller, to approve the consent agenda:

Consent Agenda
Minutes

-Approve minutes of the regular board meeting and closed session on February 22, 2018.

-Approve personnel recommendations for H. Peterson, J. VanOekel, K. Otremlva, S. White-Jarzyna, F. Beshir, A. Funk, B. Kruger, L. Connell, A. Omerovic, T. Diver, E. Tester, D. Gilbraith, A. Mousa, J. Jensen, S. Harrison, and G. Kruger

Personnel
Recommendations
Donations

-Adopt a resolution to approve and accept donations.

- Receive a report on the listening session.

Listening Session
Policies

- Approve. on a second reading basis, changes to Policies 522: *Student*

Sex Nondiscrimination; 528: Student Parental, Family and Martial Status Nondiscrimination; 425: Professional Development; and 302: Superintendent.

Motion carried unanimously (7, 0).

Moved by Schatz, seconded by Alt, to approve the Final Application for an Extended Field Trip to Costa Rica July 2-July 11, 2018.

Motion carried unanimously after discussion (7, 0).

Moved by Currier, seconded by Luth, to approve the Achievement & Integration Budget. Motion carried unanimously after discussion (7, 0).

Moved by Miller, seconded by Schatz, to award the Transportation Contract. Motion carried unanimously after discussion (7, 0).

Moved by Luth, seconded by Schatz, to adjourn at 7:24 p.m. Motion carried unanimously (7, 0).

Extended Field Trip

A&I

Transportation

Adjourn

April 12, 2018

Bob VandenBoom, clerk

Date Approved

April 12, 2018

**Burnsville-Eagan-Savage Public Schools
Independent School District 191
Human Resources**

TO: Members, Board of Education
Cynthia Amoroso, Superintendent

FROM: Stacey Sovine, Executive Director of Human Resources

DATE: April 12, 2018 FINAL

RE: Recommended Personnel Changes

CLASSIFICATION	ACTION	POSITION CONTROL	NAME	FINAL	LOCATION	POSITION	EFFECTIVE DATE
Certified	Appointment		Cynthia Dorigan-Slette		ECSE Center	Teacher Long Term Substitute	3/12/2018-6/8/2018
Certified	Appointment		Sarah Erbes		ECSE Center	Teacher Long Term Substitute	4/2/2018-6/8/2018
Certified	Appointment		Tara Nelson		ECSE Center	Teacher Long Term Substitute	4/2/2018-6/8/2018
Certified	Appointment		Ashly Mickelson		Hidden Valley Elementary	Teacher Long Term Substitute	4/4/2018-6/8/2018
Certified	Appointment	Replacement	Robin Kutz		Vista View Elementary School	Teacher Long Term Substitute	3/1/2018-6/8/2018
Certified	Appointment	Replacement	Leah Bourg		Metcalf Middle School	Teacher - Dean	8/20/2018
Certified	Change of Assignment		Mindi Limberg		WM. Byrne Elementary School	Teacher	2018/2019 School Year
Certified	Change of Assignment		Lindsey Storhaug		Community Education	Teacher	4/2/2018
Certified	Change of Assignment		Amy Nelson		Burnsville High School	Teacher	2018/2019 School Year
Certified	Leave of Absence		Dana Cloutier		ECSE Center	Teacher	4/23/2018-6/8/2018
Certified	Leave of Absence		Christine Knutson	*	WM. Byrne Elementary School	Teacher	2018/2019 School Year
Certified	Leave of Absence		Mindi Limberg		Nicollet Middle School	Teacher	2018/2019 School Year
Certified	Leave of Absence		Tracy Farrell	*	Gideon Pond Elementary	Teacher	2018/2019 School Year
Certified	Leave of Absence		Sarah Elsagher		WM. Byrne Elementary School	Teacher	4/9/2018-6/8/2018
Certified	Leave of Absence		Amy Nelson		Burnsville High School	Teacher	2018/2019 School Year
Certified	Leave of Absence		Kara Zimmerman		Vista View Elementary School	Teacher	4/27/2018-6/8/2018
Certified	Leave of Absence		Debra Hanson	*	WM. Byrne Elementary School	Teacher	2018/2019 School Year
Certified	Resignation		Christine Lattery	*	Rahn Elementary School	Teacher - Nurse	4/27/2018
Certified	Resignation		Jenna Corrow		Gideon Pond Elementary	Teacher	6/8/2018
Certified	Resignation		Stephen Hunt		Diamondhead Education Center	Teacher	3/9/2018
Certified	Resignation		Stacie Stanley		District-wide	Director of Curriculum and Instructio	6/29/2018
Certified	Retirement		Linda Hulting		Burnsville High School	Teacher SPED	6/8/2018
Certified	Retirement		Karen Williams		Burnsville High School	Teacher SPED	6/8/2018
Classified	Appointment	Replacement	Anna Lomeli		Hidden Valley Elementary	Food Service Associate	4/2/2018
Classified	Appointment	Replacement	Sara Meade		Eagle Ridge Middle School	Food Service Manager	3/22/2018
Classified	Appointment	Replacement	Catherine Molinett		Hidden Valley Elementary	EA Level III	3/22/2018
Classified	Appointment	Replacement	Irina Kuskayeva		Vista View Elementary School	EA Level IV	4/9/2018
Classified	Appointment	New Position	Bryana Klofstad		WM. Byrne Elementary School	EA Level IV	3/22/2018
Classified	Appointment	New Position	Miranda Trebesch		Rahn Elementary School	EA Level IV	4/2/2018
Classified	Change of Assignment	Replacement	Kelli Mitsch		Hidden Valley Elementary	Assistant Food Service Manager	3/13/2018
Classified	Resignation		Erin Brunette		Sky Oaks Elementary School	EA Level IV	4/9/2018
Classified	Retirement		Gary Jones		Sioux Trail Elementary School	Custodian	7/20/2018
Classified	Retirement		Carol Bengtson		Burnsville High School	EA Level IV	6/7/2018
Co-Curricular/Coach	Appointment	Replacement	Robert Walsh		Burnsville High School	Asst Coach - Baseball	Spring Season 2018
Co-Curricular/Coach	Appointment	Replacement	Abby Young	*	Burnsville High School	Coach - JV Girls Lacrosse	Spring Season 2018
Co-Curricular/Coach	Appointment	New Position	Erica Belter		Burnsville High School	Asst Coach - Softball	Spring Season 2018
Co-Curricular/Coach	Appointment	New Position	Zachary Gearman		Burnsville High School	Asst Coach - Track	Spring Season 2018
Co-Curricular/Coach	Appointment	New Position	Cynthia Kath		Hidden Valley Elementary	Elementary Chorus	3/8/2018
Co-Curricular/Coach	Resignation		Anna Abbe		Burnsville High School	Coach - Dance Team	3/15/2018
Co-Curricular/Coach	Resignation		Matthew Eppen		Burnsville High School	Coach - Boys Basketball	3/22/2018
Co-Curricular/Coach	Termination		Staci Gardiner		Burnsville High School	Coach - Cheer Squad	3/27/2018



**Agenda IV.A.3.
April 12, 2018**

To: Members, Board of Education
Dave Watkins, Assistant Superintendent

From: Lisa K. Rider, Executive Director of Business Services

Date: April 5, 2018

Re: Donations

RECOMMENDATION: To adopt a resolution to approve and accept donations as presented.

RESOLUTION TO ACCEPT DONATIONS

WHEREAS,

1. School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and
2. Minnesota Statute 123B.02, Subd. 6 states the School Board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated; and
3. Minnesota Statute 465.03 states the School Board may accept a grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and
4. Businesses and individuals have submitted donations to the district;

THEREFORE, BE IT RESOLVED by the School Board of ISD 191 to approve and accept with appreciation the donations as presented below and to permit their use as designated by the donors.

Moved by: _____

Seconded by: _____

Members in favor of the motion:

Members opposed:

Whereupon said Resolution was declared duly passed and adopted on April 12, 2018.

Bob VandenBoom
Clerk – Board of Education

Donor	Recipient	Terms	Donation
Burnsville Breakfast Rotary	BrainPower in a Backpack	Donation of kiln shelf for Bowls Fundraiser	\$1,835.56
Edward D. Neill Parent Teacher Organization	BrainPower in Backpack	Cash donation	\$1,000.00
Thomson Reuter	BrainPower in Backpack	Cash Donation	\$100.00
Rahn Elementary Parent Teacher Organization	BrainPower in Backpack	Cash donation	\$1,000.00
Marion W. Savage Parent Teacher Organization	BrainPower in a Backpack	Cash donation	\$1,000.00
Ruby's Pantry Ministry of Glendale United Methodist Church	Food & Nutrition Services	Apply to unpaid meal charges of students at Eagle Ridge Middle School	\$500.00
Sioux Trail PTO	Sioux Trail Elementary	To pay for new stage mats that say Sioux Trail	\$1,621.00
Many families	Sioux Trail Elementary	Read-a-Thon donations	\$2,830.00
Kelly & Jonathan Sundquist	Sioux Trail Elementary	For students in 1st grade classroom	27 Mystery Ride tickets to Nickelodeon Universe
Chason-Cedar BP	John Metcalf Middle School	Monthly Fundraiser	\$104.50
KAREN STILES AND PAUL BOTHOF / REMAX	Harriet Bishop Elementary	TO SERVICE CLUB TO USE FOR SERVICE DAY SATURDAY ON 4/21/18	\$150.00
MINNESOTA VALLEY ELECTRIC TRUST	Harriet Bishop Elementary	TO SERVICE CLUB TO USE ON SERVICE DAY SATURDAY 4/21	\$750.00
ROTARY CLUB OF SAVAGE	Harriet Bishop Elementary	TO SERVICE CLUB TO USE FOR SERVICE DAY SATURDAY 4/21	\$150.00
WINGS FINANCIAL CREDIT UNION	Harriet Bishop Elementary	FOR SERVICE CLUB EXPENSES	\$150.00
Kim Adamson	BrainPower in a Backpack	Cash donation	\$40.00
Sky Oaks Parent Teacher Organization	BrainPower in a Backpack	Cash Donation	\$50.00
Eagan Foundation	BrainPower in a Backpack	Cash Donation	\$350.00
Metcalf Middle School Parent Teacher Organization	BrainPower in a Backpack	Cash Donation	\$250.00
Minnesota Valley Electric Trust / Operation RoundUp	BrainPower in a Backpack	cash donation	\$500.00
Eric Cook	BrainPower in a Backpack	Cash Donation	\$10.00
Farmington Rotary	District 191	1st Annual South of The River Powwow	\$500.00
Stephanie Corbey	Burnsville High School	Curriculum for the special ed. program	Computer program (webbased) for transition
Wells Fargo, Rebecca Cooper	Burnsville High School	To support financial literacy	\$1,000.00

Total monetary donation received: \$13,891.06



Future Ready. Community Strong.

**Agenda IV.A.4
March 15, 2018**

TO: Cindy Amoroso, Superintendent and Board of Education
FROM: Lisa K. Rider, Executive Director of Business Services
DATE: April 12, 2018
RE: January Payroll, Claims and Receipts

RECOMMENDATION: That the Board approves Jan payroll checks numbered 718947-718963 and Direct Deposit notices numbered 669677-672809 in the net amount of \$3,944,068.35. Jan & Feb claims to date represented by checks numbered 457066-457557, 1019292-1019421, and 102141-102152 and wire transfers and adjustments totaling \$6,888,575.58. Also, that the Board accepts Jan receipts of \$11,211,445.42 and investments for the General Fund & 2015A School Building Bonds and OPEB of \$53,202,277.90 as of January 31, 2018.

January payroll, wire transfers, claims and receipts have been prepared under the direction of Robin Pikal, Director of Accounting, and are presented for approval by the School Board.

LKR/mw

**INDEPENDENT SCHOOL DISTRICT 191
FINANCIAL REPORT
January 2018**

Cash Receipts

Receipts		\$11,211,445.42
Miscellaneous Adjustments		_____
TOTAL JAN CASH RECEIVED		11,211,445.42

CASH DISBURSEMENTS

January

Regular Payroll Checks	718947-718963	\$3,944,068.35
Direct Deposit Notices	669677-672809	
Dec payables previously approved:		\$574,620.47
Jan Claims previously approved:		\$1,515,786.86
Jan Claims:	457066-457219	\$822,443.40
	1019292-1019373	\$13,920.81
	102141-102147	\$276,975.53
Jan A/P Wires- Wires+P1+P-card		\$4,796,840.90
Miscellaneous Adjustments		\$425.98
TOTAL JAN CASH DISBURSED		11,945,082.30

TOTAL EXPENSES TO BE APPROVED

Jan Cash Disbursed		\$11,945,082.30
Less: Items Previously Approved		-\$2,090,407.33
Plus: Jan Payables	457220-457306	\$282,426.56
Checks	457490-457557	
Feb Claims:	457307-457489	\$695,542.40
Checks	1019374-1019421	
	102148-102152	
TOTAL TO BE APPROVED		10,832,643.93

	<u>Money Market</u>	<u>(Original Cost)</u> <u>Investments</u>	<u>Total 1/31/2018</u>
GENERAL FUND	\$6,009,478.43	\$21,903,010.00	\$27,912,488.43
OPEB	\$17,781.77	\$9,244,962.00	\$9,262,743.77
OPEB EQUITY INV THROUGH JANUARY 31, 2017	\$16,586.72	\$4,419,576.12	\$4,436,162.84
2015A SCHOOL BUILDING BONDS	\$605,993.94	\$3,000,000.00	\$3,605,993.94
	\$6,649,840.86	\$38,567,548.12	\$45,217,388.98

Note: The attached investment reports are provided by our investment advisor, PMA Financial Network, Inc. These reports include our investment and money market balances.



Total Portfolio Report CAR

As of: 01/31/18

PMA Financial Network, Inc.

2135 CityGate Lane
7th Floor
Naperville, Illinois 60563
Telephone . 630-657-6400
Facsimile . 630-718-8701

BURNSVILLE ISD 191 / GENERAL FUND

2960

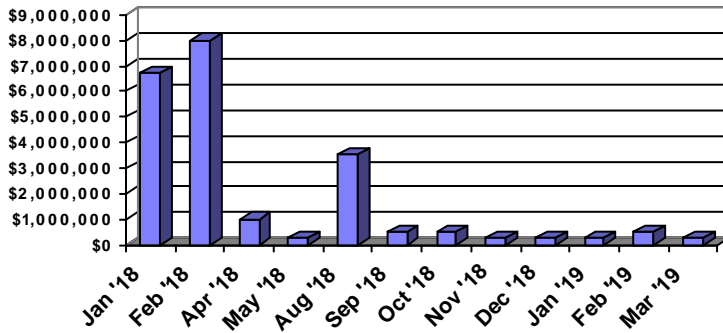
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
LTD	0	1	01/31/18	01/31/18	PMA SECURITIES SYNDICATE (PMAS)	\$6,728,810.00	\$6,728,810.00	
MM					Investment Shares Portfolio	\$6,009,478.43	\$6,009,478.43	
CD	229998	1	08/17/16	02/09/18	EAST BOSTON SAVINGS BANK	\$249,945.22	\$247,200.00	0.749
CD	229999	1	08/17/16	02/09/18	CAPITAL BANK NA	\$249,966.87	\$247,400.00	0.700
CD	229997	1	08/17/16	02/20/18	TBK BANK, SSB / THE NATIONAL BANK	\$247,169.61	\$244,400.00	0.749
TS	250315	1	01/25/18	02/23/18	MN TRUST TERM SERIES	\$7,007,730.69	\$7,000,000.00	1.390
SEC	38090	1	08/31/16	02/28/18	Independence Bank Of Kentucky Certificate of Deposit	\$249,000.00	\$249,000.00	0.701
CD	232867	1	10/18/16	04/18/18	US METRO BANK	\$249,977.02	\$247,200.00	0.750
CD	232868	1	10/18/16	04/18/18	EAGLEBANK / VIRGINIA HERITAGE BANK	\$249,977.43	\$247,200.00	0.750
SEC	38699	1	10/26/16	04/26/18	Capital One, National Association Certificate of Deposit	\$248,000.00	\$248,000.00	0.985
SEC	38701	1	10/28/16	04/27/18	Synovus Bank Certificate of Deposit	\$248,000.00	\$248,000.00	0.818
SEC	40158	1	08/09/17	05/15/18	Bank Of China Certificate of Deposit	\$247,000.00	\$247,000.00	1.266
CD	229994	1	08/17/16	08/17/18	PACIFIC WESTERN BANK	\$249,849.36	\$244,900.00	1.011
CD	229995	1	08/17/16	08/17/18	FARMERS & MERCHANTS UNION BANK	\$249,879.07	\$245,500.00	0.892
CD	229996	1	08/17/16	08/17/18	INDEPENDENCE BANK- MT	\$249,957.57	\$246,300.00	0.743
CD	230012	1	08/18/16	08/21/18	SOLARITY CREDIT UNION	\$1,521,540.91	\$1,500,000.00	0.720
SEC	38088	1	08/24/16	08/24/18	Yadkin Bank Certificate of Deposit	\$249,000.00	\$249,000.00	0.738
SEC	38086	1	08/25/16	08/27/18	BankUnited, NA Certificate of Deposit	\$248,000.00	\$248,000.00	0.851
CD	244784	1	08/31/17	08/31/18	CORPORATE ONE FEDERAL CREDIT UNION	\$249,907.10	\$246,700.00	1.300
SEC	38087	1	08/31/16	08/31/18	Wells Fargo Bank, NA - Sd Certificate of Deposit	\$249,000.00	\$249,000.00	0.951
SEC	38089	1	08/31/16	08/31/18	Guaranty Bank And Trust Company Certificate of Deposit	\$249,000.00	\$249,000.00	0.751
CD	246451	1	09/26/17	09/26/18	FIRST COMMONS BANK NA	\$249,983.84	\$246,500.00	1.411
CD	246452	1	09/26/17	09/26/18	QUONTIC BANK, FSB	\$249,910.61	\$246,600.00	1.343
CD	232865	1	10/18/16	10/25/18	ACB BANK	\$249,961.39	\$245,500.00	0.900
CD	232866	1	10/18/16	10/25/18	FREEMPORT STATE BANK	\$249,979.96	\$245,800.00	0.842
SEC	39527	1	05/10/17	11/13/18	American Express Centurion Bank Certificate of Deposit	\$248,000.00	\$248,000.00	1.435
SEC	40472	1	09/06/17	12/06/18	American Express Bank, Fsb Certificate of Deposit	\$247,000.00	\$247,000.00	1.533
SEC	39192	1	01/31/17	01/31/19	BMW Bank Of North America Certificate of Deposit	\$248,000.00	\$248,000.00	1.417
SEC	40160	1	08/03/17	02/04/19	Morgan Stanley Bank, National Association Certificate of Deposit	\$247,000.00	\$247,000.00	1.468
SEC	40161	1	08/03/17	02/04/19	Morgan Stanley Private Bank, National Association Certificate of Deposit	\$247,000.00	\$247,000.00	1.468
SEC	40516	1	09/07/17	03/07/19	Comenity Capital Bank / World Financial Capital Bank Certificate of Deposit	\$249,000.00	\$249,000.00	1.469

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
<i>Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.</i>						Total Amount -->	\$27,987,025.08	\$27,912,488.43

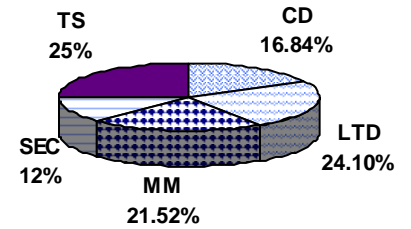
Time and Dollar Weighted Portfolio Yield: 1.112 %

Weighted Average Portfolio Maturity: 63.09 Days

MM: 21.53%
CD's: 16.84%
CP: 0.00%
SEC: 12.44%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 01/31/18

PMA Financial Network, Inc.

2135 CityGate Lane
7th Floor
Naperville, Illinois 60563
Telephone . 630-657-6400
Facsimile . 630-718-8701

BURNSVILLE ISD 191 / 2009 OPEB TRUST

3596

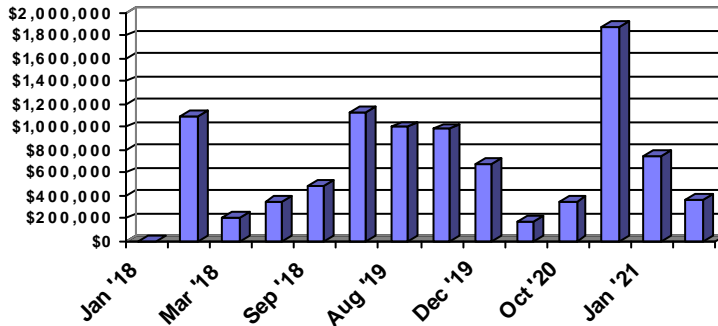
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$17,781.77	\$17,781.77	
CD	205817	1	02/03/15	02/05/18	ADIRONDACK BANK	\$240,475.35	\$234,000.00	0.921
CD	205818	1	02/03/15	02/05/18	FIRST NB OF MCGREGOR	\$102,681.43	\$100,000.00	0.891
CD	205819	1	02/03/15	02/05/18	FIRST NATIONAL BANK	\$249,815.96	\$243,000.00	0.932
SEC	33857	1	02/05/15	02/05/18	Ally Bank Certificate of Deposit	\$248,000.00	\$248,000.00	1.154
CD	182782	1	02/15/13	02/15/18	PLAINS COMMERCE BANK	\$249,902.70	\$236,400.00	1.142
CD	208034	1	03/24/15	03/26/18	PEAPACK-GLADSTONE BANK	\$208,860.51	\$203,000.00	0.960
CD	250360	1	01/25/18	06/29/18	PRUDENTIAL SAVINGS BANK	\$249,987.95	\$248,500.00	1.410
CD	250361	1	01/25/18	06/29/18	WESTERN ALLIANCE BANK / TORREY PINES BANK	\$102,108.18	\$101,500.00	1.411
SEC	30731	1	09/25/13	09/25/18	Discover Bank Certificate of Deposit	\$247,000.00	\$247,000.00	2.013
SEC	30738	1	09/25/13	09/25/18	Compass Bank Certificate of Deposit	\$247,000.00	\$247,000.00	1.962
CD	192886	1	01/13/14	01/14/19	M.Y. SAFRA BANK	\$248,142.42	\$228,500.00	1.717
CD	192887	1	01/13/14	01/14/19	STEARNS BANK NA (N)	\$248,500.88	\$230,700.00	1.542
SEC	28287	1	10/09/12	01/15/19	Lakewood Township NJ Ref	\$630,000.00	\$630,000.00	1.580
SEC	28397	1	11/15/12	08/15/19	DENTON TX INDEP SCH DIST TXBL -REF - SER C	\$1,000,000.00	\$1,000,000.00	1.520
CD	232809	1	10/14/16	10/15/19	GBC INTERNATIONAL BANK	\$249,730.21	\$241,800.00	1.092
CD	232810	1	10/14/16	10/15/19	LUANA SAVINGS BANK	\$237,251.62	\$230,000.00	1.050
CD	232811	1	10/14/16	10/15/19	CITIZENS STATE BANK OF LA CROSSE	\$106,113.69	\$103,200.00	0.940
SEC	28316	1	10/15/12	10/15/19	ABERDEEN TWP NJ REF	\$390,000.00	\$390,000.00	1.570
SEC	28317	1	10/16/12	12/01/19	FAIRFIELD & UNION OH LOCAL SCH DIST	\$330,000.00	\$294,162.00	1.620
SEC	28355	1	10/19/12	12/01/19	COOK CNTY IL HIGH SCH DIST #205 THORNTON TWP	\$350,000.00	\$350,000.00	1.939
CD	250359	1	01/25/18	01/27/20	KS STATEBANK / KANSAS STATE BANK OF MANHATTAN	\$181,747.83	\$175,000.00	1.914
SEC	38171	1	09/02/16	10/01/20	City of New York NY	\$345,000.00	\$345,000.00	1.300
CD	248949	1	12/01/17	12/01/20	FIRST CAPITAL BANK	\$249,924.47	\$236,100.00	1.950
CD	248950	1	12/01/17	12/01/20	CITIZENS B&TC OF JACKSON	\$173,250.83	\$163,900.00	1.900
SEC	40118	1	07/31/17	12/15/20	Kane County Forest Preserve District	\$1,450,000.00	\$1,450,000.00	1.670
CD	249934	1	01/09/18	01/11/21	THIRD COAST BANK, SSB	\$248,912.73	\$233,800.00	2.119
CD	249935	1	01/09/18	01/11/21	BANK OF WISCONSIN DELLS	\$249,105.23	\$234,700.00	2.040
CD	249936	1	01/09/18	01/11/21	PRIME ALLIANCE BANK	\$249,105.23	\$234,700.00	2.040
SEC	38170	1	09/02/16	03/01/21	City of Rochester NH	\$365,000.00	\$365,000.00	1.340

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
<i>Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.</i>						Total Amount -->	\$9,465,398.99	\$9,262,743.77

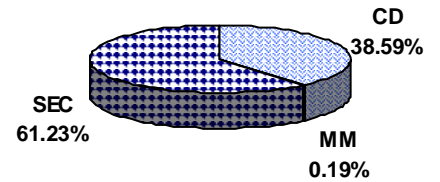
Time and Dollar Weighted Portfolio Yield: 1.650 %

Weighted Average Portfolio Maturity: 618.08 Days

MM: 0.19%
CD's: 39.72%
CP: 0.00%
SEC: 60.09%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type



Total Portfolio Report CAR

As of: 01/31/18

PMA Financial Network, Inc.

2135 CityGate Lane

7th Floor

Naperville, Illinois 60563

Telephone . 630-657-6400

Facsimile . 630-718-8701

BURNSVILLE ISD 191 / 2015A BONDS

5762

Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$605,993.94	\$605,993.94	
TS	250316	1	01/25/18	02/23/18	MN TRUST TERM SERIES	\$3,003,313.16	\$3,000,000.00	1.390
Total Amount -->						\$3,609,307.10	\$3,605,993.94	

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

Time and Dollar Weighted Portfolio Yield: 1.390 %

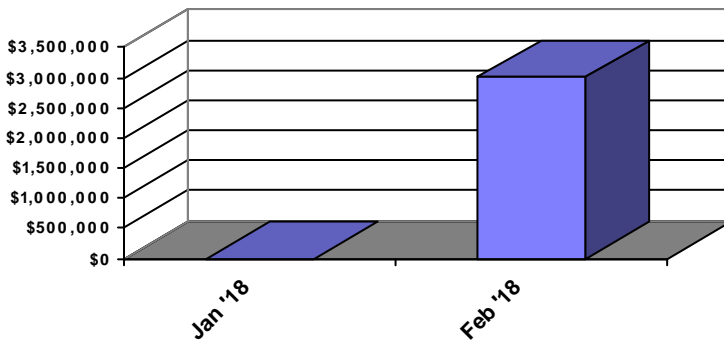
Weighted Average Portfolio Maturity: 19.13 Days

MM: 16.81%

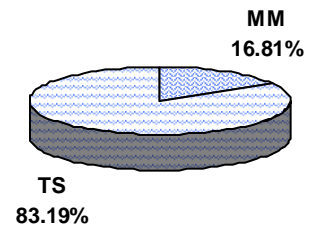
CD's: 0.00%

CP: 0.00%

SEC: 0.00%



Portfolio Maturity Summary - Maturing \$/Month



Portfolio Allocation by Transaction Type

January 2018

Wire Transfers

Date	From	To	Amount	For
010418	MSDLAF	Delta Dental	15,596.11	Dental Insurance
010518	MSDLAF	Healthy Savings	3,140.04	Healthy Savings Program
011018	MSDLAF	Delta Dental	14,592.35	Dental Insurance
011618	MSDLAF	First Bank & Trust	190,830.84	1/12/18 Payroll - TSA Wire
		Teacher's Federal Credit		
011618	MSDLAF	Union	41,104.99	1/12/18 Payroll - Teacher's Dues
011618	MSDLAF	State of Minnesota	240.60	1/12/18 Garnishments
011618	MSDLAF	State of Minnesota	2,157.00	1/12/18 Payroll - Child Support
011618	MSDLAF	Internal Revenue Service	743,129.94	1/16/18 Payroll - Federal Taxes
011618	MSDLAF	State of Minnesota	121,876.14	1/16/18 Payroll - State Taxes
011818	MSDLAF	Delta Dental	21,121.19	Dental Insurance
011918	MSDLAF	PERA	114,916.96	1/12/18 Payroll - PERA
011918	MSDLAF	TRA	350,682.12	1/12/18 Payroll - TRA
012418	MSDLAF	Delta Dental	21,279.80	Dental Insurance
013118	MSDLAF	TRA	354,100.00	1/31/18 Payroll - TRA
013118	MSDLAF	PERA	115,100.24	1/31/18 Payroll - PERA
013118	MSDLAF	State of Minnesota	2,157.00	1/31/18 Payroll - Child Support
013118	MSDLAF	State of Minnesota	75.00	1/31/18 Garnishments
013118	MSDLAF	Delta Dental	19,953.24	Dental Insurance

013118 MSDLAF Healthy Savings

3,126.34 Healthy Savings Program

Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019292		\$84.53	Jan 17, 2018	88888	7269	BARTH, TAMI RAE
1	1019293		\$53.76	Jan 17, 2018	88888	7314	GAMBUCCI, ANN MARIE
1	1019294		\$77.04	Jan 17, 2018	88888	8309	HENDRIX, EUGENIA M
1	1019295		\$80.09	Jan 17, 2018	88888	9267	HOLDEN, MATTHEW J
1	1019296		\$851.77	Jan 17, 2018	88888	9829	BONNEVILLE, JON G
1	1019297		\$55.11	Jan 17, 2018	88888	12301	HJERMSTAD, HEATHER
1	1019298		\$25.95	Jan 17, 2018	88888	13378	HAPPE, NICOLE
1	1019299		\$45.96	Jan 17, 2018	88888	13406	ALLEN, SUSAN M
1	1019300		\$133.02	Jan 17, 2018	88888	14006	GRIFFIN, LYNDSEY K
1	1019301		\$75.00	Jan 17, 2018	88888	14112	HARTL, ARAN J
1	1019302		\$55.12	Jan 17, 2018	88888	15044	COOPER, KIRENZA I
1	1019303		\$66.97	Jan 17, 2018	88888	16617	HANSEN, MARIE C
1	1019304		\$19.85	Jan 17, 2018	88888	17435	LUND, ELLIOTT J
1	1019305		\$22.47	Jan 17, 2018	88888	17819	ABRAHAMSON, JONATHAN
1	1019306		\$23.72	Jan 17, 2018	88888	18043	AMOROSO, CYNTHIA
1	1019307		\$274.03	Jan 17, 2018	88888	18797	GOODBUFFALO, DOMINIC E
1	1019308		\$219.00	Jan 17, 2018	88888	19198	LERFALD, JUSTIN
1	1019309		\$42.09	Jan 17, 2018	88888	7838	MOULSOFF, NORINE L
1	1019310		\$396.91	Jan 17, 2018	88888	8627	ORTH, STEVEN D. R.
1	1019311		\$285.13	Jan 17, 2018	88888	9771	PLUCINAK, JODY L
1	1019312		\$94.96	Jan 17, 2018	88888	10890	RETHLAKE-HOMOLKA, PAM
1	1019313		\$16.80	Jan 17, 2018	88888	12869	SCHEIT, ANDREA
1	1019314		\$39.06	Jan 17, 2018	88888	13692	NIEMIEC, ALICIA
1	1019315		\$44.89	Jan 17, 2018	88888	15010	NELSON, KATIE L
1	1019316		\$57.80	Jan 17, 2018	88888	15695	THOMPSON, HYE-JEONG M
1	1019317		\$68.16	Jan 17,	88888	16573	WEILER, TIFFANY M

09

Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
1	1019318		\$37.02	Jan 17, 2018	88888	17719	NIERENGARTEN, BRIANNA L
1	1019319		\$48.69	Jan 17, 2018	88888	18403	REGNIER, STACY
1	1019320		\$171.60	Jan 17, 2018	88888	18612	MALLINGER, MELINDA
1	1019321		\$18.14	Jan 17, 2018	88888	18624	ROEHL, PETER A
1	1019322		\$308.96	Jan 17, 2018	88888	18639	PIOTROWSKI, AMY
1	1019323		\$136.59	Jan 17, 2018	88888	18987	ROTTJAKOB, RONDA K
1	1019324		\$56.19	Jan 17, 2018	88888	19222	ULRICH, JULIA
1	1019325		\$28.65	Jan 17, 2018	88888	19302	SCHROEDER, WENDY
1	1019326		\$13.53	Jan 24, 2018	88888	6874	STEAD, AMY JO
1	1019327		\$52.11	Jan 24, 2018	88888	6874	STEAD, AMY JO
1	1019328		\$51.24	Jan 24, 2018	88888	6874	STEAD, AMY JO
1	1019329		\$37.98	Jan 24, 2018	88888	9586	WOLF, NICHOLAS
1	1019330		\$23.54	Jan 24, 2018	88888	13441	TESMER, RUSSELL
1	1019331		\$290.15	Jan 24, 2018	88888	13651	SEXTON, MARCIA
1	1019332		\$146.90	Jan 24, 2018	88888	16103	PILNEY, MAUREEN A
1	1019333		\$38.84	Jan 24, 2018	88888	16589	PLANTE, MARY TRACEY
1	1019334		\$30.00	Jan 24, 2018	88888	16816	SAHLI, JONATHAN C
1	1019335		\$29.00	Jan 24, 2018	88888	17324	MALONE, MEGGAN J
1	1019336		\$104.84	Jan 24, 2018	88888	18478	PICARD, DONALD L
1	1019337		\$68.75	Jan 24, 2018	88888	19168	RAMBOW, CHASE R
1	1019338		\$7.65	Jan 30, 2018	88888	8189	BRAUN, JEAN C
1	1019339		\$42.64	Jan 30, 2018	88888	11821	BLANDIN, MELISSA
1	1019340		\$28.45	Jan 30, 2018	88888	13256	FANDRICH, KARI M
1	1019341		\$332.40	Jan 30, 2018	88888	14416	LUTH, DANIEL W
1	1019342		\$12.00	Jan 30, 2018	88888	16608	DITMARSEN, SANDRA L

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019343		\$79.72	Jan 30, 2018	88888	17216	CHOUANARD, MARY E
1	1019344		\$2,000.00	Jan 30, 2018	88888	17842	KHOURY, ELIZABETH A
1	1019345		\$134.39	Jan 30, 2018	88888	17904	ERICKSON, SHELLY L
1	1019346		\$400.00	Jan 30, 2018	88888	18043	AMOROSO, CYNTHIA
1	1019347		\$200.00	Jan 30, 2018	88888	18391	JOHNSON, DOUGLAS A
1	1019348		\$14.16	Jan 30, 2018	88888	18414	KATZMAREK, ABIGAIL S
1	1019349		\$15.25	Jan 30, 2018	88888	18649	BLUHM, WILLIAM AE
1	1019350		\$20.00	Jan 30, 2018	88888	18761	JOHNSON, MICHAEL A
1	1019351		\$51.68	Jan 30, 2018	88888	18842	JACOBS, MICHELLE
1	1019352		\$37.81	Jan 30, 2018	88888	19192	CARLSON, LISA M
1	1019353		\$23.28	Jan 30, 2018	88888	19246	HINNERS, JULIE
1	1019354		\$303.33	Jan 30, 2018	88888	8627	ORTH, STEVEN D. R.
1	1019355		\$150.00	Jan 30, 2018	88888	10553	WARDELL, BARBARA J
1	1019356		\$40.00	Jan 30, 2018	88888	13315	SANDS, ANNE KIKUE ARAKAWA
1	1019357		\$146.56	Jan 30, 2018	88888	15856	TOUSIGNANT, HOLLY
1	1019358		\$200.00	Jan 30, 2018	88888	16166	RIDER, LISA K
1	1019359		\$77.10	Jan 30, 2018	88888	16491	VITALI, ALICIA F
1	1019360		\$100.58	Jan 30, 2018	88888	16501	NESS, KAREN M
1	1019361		\$200.00	Jan 30, 2018	88888	17487	SOVINE, STACEY
1	1019362		\$218.78	Jan 30, 2018	88888	17542	SMITH, JACQUELINE J
1	1019363		\$39.92	Jan 30, 2018	88888	17608	RICHARDSON, SARAH ANN SCHLETTY
1	1019364		\$2,500.00	Jan 30, 2018	88888	18071	MCPARLAND, SHANNON
1	1019365		\$54.27	Jan 30, 2018	88888	18144	MILINOVICH, TRACY
1	1019366		\$30.00	Jan 30, 2018	88888	18192	WOLFRAM, MICHAEL
1	1019367		\$200.00	Jan 30, 2018	88888	18215	WATKINS, DAVID
1	1019368		\$117.70	Jan 30,	88888	18612	MALLINGER, MELINDA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
1	1019369		\$8.00	Jan 30, 2018	88888	18677	MCLAUGHLIN, ALEXANDRA M
1	1019370		\$21.29	Jan 30, 2018	88888	18846	OTTO, CARON
1	1019371		\$200.00	Jan 30, 2018	88888	19154	PIKAL, ROBIN
1	1019372		\$1,000.00	Jan 30, 2018	88888	19154	PIKAL, ROBIN
1	1019373		\$11.94	Jan 30, 2018	88888	19234	PALESCH, KAYCIE R
1	1019374		\$26.98	Feb 7, 2018	88888	4467	BARLAGE, SUSAN
1	1019375		\$42.73	Feb 7, 2018	88888	7490	LEAKE, DONALD L
1	1019376		\$93.33	Feb 7, 2018	88888	8274	HOLT, CLAYTON B
1	1019377		\$67.14	Feb 7, 2018	88888	9302	BOHR, JENNIFER L
1	1019378		\$64.06	Feb 7, 2018	88888	10637	KUGLER, JULIE
1	1019379		\$20.71	Feb 7, 2018	88888	11817	ALVEY, HEATHER
1	1019380		\$45.34	Feb 7, 2018	88888	12319	CIN, STEPHANIE P
1	1019381		\$86.67	Feb 7, 2018	88888	12474	GARDNER, JENNIFER
1	1019382		\$29.11	Feb 7, 2018	88888	13288	LUTZ, AMANDA J
1	1019383		\$86.68	Feb 7, 2018	88888	13352	FINCH, CHRISTINE M
1	1019384		\$154.70	Feb 7, 2018	88888	14112	HARTL, ARAN J
1	1019385		\$8.72	Feb 7, 2018	88888	15682	GONZALEZ, MEGAN
1	1019386		\$973.05	Feb 7, 2018	88888	16319	CONNELL, PAUL J
1	1019387		\$12.59	Feb 7, 2018	88888	16377	ALEXON, BETH J
1	1019388		\$34.98	Feb 7, 2018	88888	16617	HANSEN, MARIE C
1	1019389		\$18.53	Feb 7, 2018	88888	16789	KRONABETTER, JULIE R
1	1019390		\$60.98	Feb 7, 2018	88888	17234	JOHNSON, ASHLEY MARSHALLA
1	1019391		\$27.09	Feb 7, 2018	88888	17435	LUND, ELLIOTT J
1	1019392		\$4.82	Feb 7, 2018	88888	17981	BLOOD, KELSEY JO
1	1019393		\$5.40	Feb 7, 2018	88888	18381	DEROUIN, JILL

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
1	1019394		\$75.54	Feb 7, 2018	88888	18649	BLUHM, WILLIAM AE
1	1019395		\$28.07	Feb 7, 2018	88888	18691	GULDEN, JANET
1	1019396		\$34.95	Feb 7, 2018	88888	18858	CASSERLY-SMITH, MARY
1	1019397		\$20.28	Feb 7, 2018	88888	18990	FLIKEID, TASHA
1	1019398		\$27.58	Feb 7, 2018	88888	19261	ATTANASIO, MEGAN
1	1019399		\$52.14	Feb 7, 2018	88888	6874	STEAD, AMY JO
1	1019400		\$27.00	Feb 7, 2018	88888	7257	O'REILLY, JOHN T
1	1019401		\$133.59	Feb 7, 2018	88888	7268	MESARCHIK, MARY L
1	1019402		\$14.33	Feb 7, 2018	88888	7347	SMITH, KELLY L
1	1019403		\$12.54	Feb 7, 2018	88888	8281	PLASCHKO, MARY BETH
1	1019404		\$112.27	Feb 7, 2018	88888	9670	ROBOLE, VICKI M
1	1019405		\$51.72	Feb 7, 2018	88888	10819	MAIDMENT, LORI
1	1019406		\$170.00	Feb 7, 2018	88888	12126	SPONSLER, TONNETTE M
1	1019407		\$69.99	Feb 7, 2018	88888	14130	MCCROSKEY, SHARI
1	1019408		\$133.31	Feb 7, 2018	88888	14961	SPRY, KARIE
1	1019409		\$225.78	Feb 7, 2018	88888	15691	RUZICHKA, LAURIE J
1	1019410		\$39.02	Feb 7, 2018	88888	15700	REID, LISA M
1	1019411		\$1.20	Feb 7, 2018	88888	16003	PRANSCHKE, STEPHANIE T
1	1019412		\$67.04	Feb 7, 2018	88888	16501	NESS, KAREN M
1	1019413		\$106.95	Feb 7, 2018	88888	16970	RAMOS, VERONICA
1	1019414		\$27.98	Feb 7, 2018	88888	17183	VOIGT, PAMELA M
1	1019415		\$336.00	Feb 7, 2018	88888	18037	PARKINSON, JACQUELYN R
1	1019416		\$19.35	Feb 7, 2018	88888	18045	VO, KELLY RAE
1	1019417		\$38.20	Feb 7, 2018	88888	18677	MCLAUGHLIN, ALEXANDRA M
1	1019418		\$118.56	Feb 7, 2018	88888	18847	MELQUIST, MICHELLE
1	1019419		\$125.19	Feb 7,	88888	19203	STAMPLEY, MORGAN

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
1	1019420		\$340.00	Feb 7, 2018	88888	19218	TOMAS, KELLY
1	1019421		\$170.00	Feb 7, 2018	88888	19304	PAGE, DENISE
Check Count	130	Grand Total	\$18,363.00				

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457066	Clear	\$625.00	Jan 19, 2018	28566	0	AHERN, PATRICK
4	457067	Clear	\$1,338.48	Jan 19, 2018	29445	1	ALLEGRA DOWNTOWN ST PAUL
4	457068	Clear	\$515.11	Jan 19, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	457069	Unissued	\$0.00	Jan 19, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	457070	Clear	\$520.68	Jan 19, 2018	09987	1	BEARCOM
4	457071	Clear	\$318.00	Jan 19, 2018	08957	0	BURNSVILLE ROTARY BREAKFAST
4	457072	Clear	\$325.00	Jan 19, 2018	00673	0	BURNSVILLE, CITY OF
4	457073	Void	\$1,535.00	Jan 19, 2018	21968	0	CEL PUBLIC RELATIONS, INC.
4	457074	Clear	\$22,471.69	Jan 19, 2018	02519	0	CENTERPOINT ENERGY
4	457075	Clear	\$3,416.73	Jan 19, 2018	06231	0	CONSOLIDATED COMMUNICATIONS
4	457076	Clear	\$305.88	Jan 19, 2018	03866	0	CONTINENTAL CLAY COMPANY
4	457077		\$200.00	Jan 19, 2018	07158	0	COON RAPIDS HIGH SCHOOL
4	457078	Clear	\$51.54	Jan 19, 2018	00645	0	CUB FOODS
4	457079	Clear	\$60,136.86	Jan 19, 2018	00809	0	DAKOTA ELECTRIC ASSOCIATION
4	457080	Clear	\$300.00	Jan 19, 2018	00905	0	DODGE NATURE CENTER
4	457081	Clear	\$415,853.67	Jan 19, 2018	28300	1	DURHAM SCHOOL SERVICES
4	457082	Clear	\$244.80	Jan 19, 2018	28982	0	EKON-O-PAC, LLC
4	457083		\$110.00	Jan 19, 2018	00000	4192	FOX, CAROL
4	457084	Clear	\$141.22	Jan 19, 2018	24391	1	FUN EXPRESS, LLC
4	457085		\$149.00	Jan 19, 2018	29696	0	HANSEN, TIMOTHY
4	457086	Clear	\$1,158.56	Jan 19, 2018	07139	0	HASTINGS BUS COMPANY
4	457087	Clear	\$125.00	Jan 19, 2018	02281	1	HASTINGS HIGH SCHOOL
4	457088	Clear	\$130.00	Jan 19, 2018	29695	0	HECK, MATTHEW
4	457089	Clear	\$100.00	Jan 19, 2018	22902	0	HENRY, LAWRENCE
4	457090		\$200.00	Jan 19, 2018	02495	2	IND SCHOOL DIST 192
4	457091		\$13,050.00	Jan 19,	01029	0	INVER HILLS COMMUNITY COLLEGE

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457092	Clear	\$76.00	Jan 19, 2018	29700	0	MCLAIN, JOSEPH
4	457093	Clear	\$97.00	Jan 19, 2018	22385	0	METRO TRANSIT
4	457094	Clear	\$168.00	Jan 19, 2018	29701	0	MINNESOTA UMPIRES INC
4	457095	Clear	\$50.00	Jan 19, 2018	06710	0	MN DEPT OF PUBLIC SAFETY
4	457096		\$325.00	Jan 19, 2018	02613	0	MN ZOO
4	457097	Clear	\$2,527.04	Jan 19, 2018	29574	1	NAT'L RESTAURANT ASSOCIATION SOLUTIONS LLC
4	457098	Clear	\$193.98	Jan 19, 2018	09589	2	NEOPOST USA INC
4	457099	Clear	\$8,012.63	Jan 19, 2018	24335	1	NEW DOMINION SCHOOL
4	457100	Clear	\$2,597.88	Jan 19, 2018	20099	2	RELIASTAR LIFE INSURANCE COMPANY
4	457101	Clear	\$2,623.20	Jan 19, 2018	20099	3	RELIASTAR LIFE INSURANCE COMPANY
4	457102	Clear	\$1,358.81	Jan 19, 2018	20099	4	RELIASTAR LIFE INSURANCE COMPANY
4	457103	Clear	\$149.00	Jan 19, 2018	29697	0	RENSLOW, PHILLIP
4	457104	Clear	\$12.35	Jan 19, 2018	00001	1777	RISTVEDT, COLETTE
4	457105	Clear	\$22.25	Jan 19, 2018	00001	1778	RYAN, MARIA
4	457106	Clear	\$214.50	Jan 19, 2018	07745	1	SAFETY-KLEEN
4	457107	Clear	\$64.73	Jan 19, 2018	03532	2	SCHMITT MUSIC
4	457108		\$43.10	Jan 19, 2018	00001	1779	SHEPPARD, SUE
4	457109	Clear	\$116.10	Jan 19, 2018	03587	1	SIMPLEX GRINNELL
4	457110	Clear	\$5,039.98	Jan 19, 2018	28611	0	SOUTHWEST METRO INTERMEDIATE
4	457111	Clear	\$275.00	Jan 19, 2018	06710	1	STATE OF MN DEPT OF PUBLIC SAFETY
4	457112	Clear	\$82.00	Jan 19, 2018	29699	0	STOKES, AREI
4	457113	Clear	\$453.40	Jan 19, 2018	28502	0	THE MCDOWELL AGENCY, INC.
4	457114	Clear	\$76.00	Jan 19, 2018	29698	0	TURNBULL, BLAINE
4	457115	Clear	\$156.00	Jan 19, 2018	28298	0	US HEALTH WORKS MEDICAL GRP MN, PC
4	457116		\$68.95	Jan 19, 2018	00001	1780	VELAZQUEZ ZUNIGA, VALENTINA

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457117	Clear	\$175.00	Jan 19, 2018	20875	0	WHITE BEAR LAKE HIGH SCHOOL
4	457118	Clear	\$357.00	Jan 24, 2018	27279	1	COLE PAPERS INC.
4	457119		\$154.16	Jan 24, 2018	24217	1	DAKOTA COUNTY TREASURER AUDITOR
4	457120		\$471.25	Jan 24, 2018	27732	0	DIALOG ONE LLC
4	457121	Clear	\$10,550.00	Jan 24, 2018	28988	1	FRONTLINE TECHNOLOGIES GROUP, LLC
4	457122	Clear	\$200.00	Jan 24, 2018	22902	0	HENRY, LAWRENCE
4	457123	Clear	\$42,054.96	Jan 24, 2018	27633	0	KELLY SERVICES, INC.
4	457124	Clear	\$350.00	Jan 24, 2018	28153	0	LEGACY CREATIVE IMAGES
4	457125	Clear	\$12,603.94	Jan 24, 2018	03029	1	MINNESOTA ENERGY RESOURCES
4	457126	Clear	\$190.00	Jan 24, 2018	02540	0	MN SCHOOL BOARDS ASSOCIATION (MSBA)
4	457127	Clear	\$400.00	Jan 24, 2018	03691	0	ROTARY CLUB OF BURNSVILLE
4	457128	Clear	\$451.09	Jan 24, 2018	03640	1	STAPLES ADVANTAGE
4	457129	Clear	\$530.00	Jan 24, 2018	21607	0	SUCCESS BEYOND THE CLASSROOM
4	457130	Clear	\$520.88	Jan 24, 2018	03802	0	TRIO SUPPLY
4	457131	Clear	\$36,535.06	Jan 24, 2018	04417	1	US FOODS INC
4	457132	Unissued	\$0.00	Jan 24, 2018	04417	1	US FOODS INC
4	457133	Unissued	\$0.00	Jan 24, 2018	04417	1	US FOODS INC
4	457134		\$60.00	Jan 24, 2018	25560	0	WARSAME, KADRA
4	457135		\$250.00	Jan 26, 2018	00111	1	ACT, INC
4	457136	Clear	\$400.00	Jan 26, 2018	28758	0	BEHAVE YOUR BEST LLC
4	457137	Clear	\$58.00	Jan 26, 2018	23377	0	BIERLEIN JR, LEN
4	457138		\$23,584.50	Jan 26, 2018	00673	0	BURNSVILLE, CITY OF
4	457139		\$149.00	Jan 26, 2018	05041	0	CARROLL, JAMES
4	457140	Clear	\$68.00	Jan 26, 2018	29702	0	CHALLGREN, MARK
4	457141	Clear	\$170.00	Jan 26, 2018	27043	0	CMERDC
4	457142		\$610.04	Jan 26,	00502	0	CORNERSTONE COPY CENTER

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457143		\$168.00	Jan 26, 2018	26492	0	CUNDY, BRODIE
4	457144	Clear	\$160.01	Jan 26, 2018	22970	0	DELEGARD TOOL COMPANY
4	457145	Clear	\$360.00	Jan 26, 2018	20524	0	DEWALD, RINA C.
4	457146	Clear	\$64.36	Jan 26, 2018	09272	2	ECM PUBLISHERS, INC.
4	457147	Clear	\$400.00	Jan 26, 2018	20802	0	EHLERS & ASSOCIATES, INC.
4	457148		\$82.00	Jan 26, 2018	24296	0	FULTON, STEVE
4	457149		\$130.00	Jan 26, 2018	27222	0	GRAMS, RILEY
4	457150		\$82.00	Jan 26, 2018	24994	0	GROSS, LARRY
4	457151		\$76.00	Jan 26, 2018	08860	0	HAMANN, RONALD
4	457152		\$76.00	Jan 26, 2018	09848	0	HILGER, MERRY
4	457153	Clear	\$116.83	Jan 26, 2018	02483	1	INTEGRA TELECOM
4	457154	Clear	\$105.00	Jan 26, 2018	20540	0	INTELLIGERE, INC
4	457155		\$120.00	Jan 26, 2018	24542	0	JAMA, SAFIYO
4	457156	Clear	\$140.00	Jan 26, 2018	24067	0	JOHNSON, DENNIS
4	457157		\$65.00	Jan 26, 2018	29032	0	KASNER, DANIEL
4	457158		\$82.00	Jan 26, 2018	27044	0	KIECKER, DANA
4	457159	Clear	\$116.00	Jan 26, 2018	26973	0	KNOBLE, PETER
4	457160	Clear	\$140.00	Jan 26, 2018	03225	0	KORTE, STEVE
4	457161	Clear	\$168.00	Jan 26, 2018	28690	0	LARSEN, BROOKE
4	457162		\$82.00	Jan 26, 2018	29703	0	LARSON, RYAN
4	457163	Clear	\$121.00	Jan 26, 2018	08647	0	MARSHALL, JAMES
4	457164		\$1,451.59	Jan 26, 2018	24921	0	MECA SPORTSWEAR
4	457165		\$76.00	Jan 26, 2018	25540	0	MILLER, PAUL
4	457166	Clear	\$76.00	Jan 26, 2018	29046	0	MISENER, DENNIS JR.
4	457167		\$918.75	Jan 26, 2018	22324	0	MULTILINGUAL WORD, INC.

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457168		\$149.00	Jan 26, 2018	23622	0	PARKER, JON RYAN
4	457169	Clear	\$111.00	Jan 26, 2018	25966	0	PEARSON, TANNER
4	457170		\$780.00	Jan 26, 2018	24879	0	PEREZ, MELISSA M.
4	457171	Unissued	\$0.00	Jan 26, 2018	24879	0	PEREZ, MELISSA M.
4	457172	Clear	\$76.00	Jan 26, 2018	00683	0	PERKINS, PAUL SAMUEL
4	457173		\$200.00	Jan 26, 2018	24359	0	PLAINVIEW ELGIN MILVILLE HIGH SCHOOL
4	457174		\$219.95	Jan 26, 2018	24681	0	PROFESSIONAL WIRELESS COMMUNICATIONS
4	457175	Clear	\$130.00	Jan 26, 2018	29044	0	RAY, CHELSEA
4	457176	Clear	\$76.00	Jan 26, 2018	03451	0	RIES, ROBERT A
4	457177		\$400.00	Jan 26, 2018	05421	0	RUTZICK LAW OFFICES, PA
4	457178		\$111.00	Jan 26, 2018	24003	0	SANBORN, DARYL
4	457179	Clear	\$76.00	Jan 26, 2018	22329	0	SCHWICHTENBERG, HEIDI
4	457180	Clear	\$453.57	Jan 26, 2018	28183	0	SECOND HARVEST HEARTLAND
4	457181	Clear	\$15.60	Jan 26, 2018	27563	0	SHRED RIGHT
4	457182	Clear	\$765.00	Jan 26, 2018	29575	0	SKOW, KAREN
4	457183		\$60.00	Jan 26, 2018	26857	0	SOTO, NESTOR DAVID
4	457184	Clear	\$8,984.38	Jan 26, 2018	24346	0	STRATEGIC BEHAVIORAL SOLUTIONS
4	457185	Clear	\$149.00	Jan 26, 2018	26986	0	TRUMBLE, MIKE
4	457186	Clear	\$328.23	Jan 26, 2018	04417	1	US FOODS INC
4	457187		\$84.00	Jan 26, 2018	06687	0	VAN GUILDER, JOE
4	457188		\$120.00	Jan 26, 2018	25560	0	WARSAME, KADRA
4	457189		\$6,534.62	Jan 30, 2018	28551	0	ADVANCED IMAGING SOLUTIONS
4	457190		\$10,064.85	Jan 30, 2018	28551	1	ADVANCED IMAGING SOLUTIONS
4	457191		\$73.50	Jan 30, 2018	06215	0	AIRPORT TAXI, INC.
4	457192		\$623.36	Jan 30, 2018	29704	0	ANCHOR SOLAR INVESTMENTS, LLC
4	457193		\$315.00	Jan 30,	09426	0	ARNESON, AL

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457194		\$67.75	Jan 30, 2018	00001	1781	BERGSTEN, LORI
4	457195		\$6,689.75	Jan 30, 2018	00459	0	BITUMINOUS ROADWAYS, INC.
4	457196		\$38,803.27	Jan 30, 2018	02519	0	CENTERPOINT ENERGY
4	457197		\$172.55	Jan 30, 2018	00502	0	CORNERSTONE COPY CENTER
4	457198		\$750.00	Jan 30, 2018	27732	0	DIALOG ONE LLC
4	457199		\$533.23	Jan 30, 2018	07092	0	EAGAN SHIRT WERKS
4	457200		\$207.91	Jan 30, 2018	09272	2	ECM PUBLISHERS, INC.
4	457201		\$70.00	Jan 30, 2018	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
4	457202		\$573.75	Jan 30, 2018	20540	0	INTELLIGERE, INC
4	457203		\$22.85	Jan 30, 2018	00001	1782	KALAL, JANE
4	457204		\$170.00	Jan 30, 2018	09951	0	MATH MASTERS OF MN
4	457205		\$97.00	Jan 30, 2018	22385	0	METRO TRANSIT
4	457206		\$884.60	Jan 30, 2018	02765	0	NORCOSTCO, INC.
4	457207		\$1,799.35	Jan 30, 2018	06477	0	OFFICE OF MN IT SERVICES
4	457208		\$120.00	Jan 30, 2018	24879	0	PEREZ, MELISSA M.
4	457209		\$2,925.35	Jan 30, 2018	09588	4	SAVAGE, CITY OF
4	457210		\$76.13	Jan 30, 2018	03532	2	SCHMITT MUSIC
4	457211		\$10,793.00	Jan 30, 2018	03369	0	SEXTON PRINTING
4	457212		\$1,041.60	Jan 30, 2018	20185	0	SHIRTY SOMETHING
4	457213		\$31.20	Jan 30, 2018	27563	0	SHRED RIGHT
4	457214		\$250.00	Jan 30, 2018	00016	3346	SPEARS, MICHELLE
4	457215		\$552.50	Jan 30, 2018	21149	0	SUCANSKY, SARAH
4	457216		\$39,604.84	Jan 30, 2018	24486	0	THE HARTFORD
4	457217		\$20.32	Jan 30, 2018	04172	0	UNITED PARCEL SERVICE
4	457218		\$391.85	Jan 30, 2018	04417	1	US FOODS INC

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457219		\$500.00	Jan 30, 2018	00016	3342	WEISS, JACLYN
4	457220		\$3,558.42	Feb 1, 2018	28491	0	A.J. MOORE ELECTRIC, INC.
4	457221		\$380.00	Feb 1, 2018	01118	0	ABLENET, INC.
4	457222		\$11.97	Feb 1, 2018	05588	0	ACE HARDWARE & PAINT
4	457223		\$1,176.81	Feb 1, 2018	29434	0	ACER SERVICE CORPORATION
4	457224		\$102.75	Feb 1, 2018	23228	0	ACP DIRECT
4	457225		\$10,626.02	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457226	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457227	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457228	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457229	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457230	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457231	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457232	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457233	Unissued	\$0.00	Feb 1, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457234		\$424.94	Feb 1, 2018	03503	0	AMERICAN TIME & SIGNAL
4	457235		\$204.31	Feb 1, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	457236		\$399.00	Feb 1, 2018	00249	1	APPLE COMPUTER INC.
4	457237		\$64.31	Feb 1, 2018	00428	0	ARAMARK
4	457238		\$1,032.52	Feb 1, 2018	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.
4	457239		\$1,019.79	Feb 1, 2018	09987	1	BEARCOM
4	457240		\$2,494.20	Feb 1, 2018	03544	2	BEST BUY BUSINESS ADVANTAGE ACCOUNT
4	457241		\$12,053.11	Feb 1, 2018	00477	0	BIX PRODUCE COMPANY
4	457242	Unissued	\$0.00	Feb 1, 2018	00477	0	BIX PRODUCE COMPANY
4	457243	Unissued	\$0.00	Feb 1, 2018	00477	0	BIX PRODUCE COMPANY
4	457244	Unissued	\$0.00	Feb 1,	00477	0	BIX PRODUCE COMPANY

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457245	Unissued	\$0.00	Feb 1, 2018	00477	0	BIX PRODUCE COMPANY
4	457246		\$174.93	Feb 1, 2018	00172	1	BLICK ART MATERIALS
4	457247		\$4,499.28	Feb 1, 2018	00397	0	BRO-TEX, INC.
4	457248		\$4,150.53	Feb 1, 2018	20289	1	CDW GOVERNMENT, INC.
4	457249		\$5,940.00	Feb 1, 2018	24466	1	CENTER FOR THE COLLABORATIVE CLASSROOM
4	457250		\$2,346.17	Feb 1, 2018	23509	0	COOL AIR MECHANICAL, INC.
4	457251		\$23.63	Feb 1, 2018	00645	0	CUB FOODS
4	457252		\$9.38	Feb 1, 2018	00645	2	CUB FOODS
4	457253		\$11,471.55	Feb 1, 2018	04186	1	DALCO
4	457254	Unissued	\$0.00	Feb 1, 2018	04186	1	DALCO
4	457255		\$100.00	Feb 1, 2018	26142	0	DENNIS ENVIRONMENTAL OPERATIONS
4	457256		\$6,763.12	Feb 1, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	457257	Unissued	\$0.00	Feb 1, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	457258		\$2,318.23	Feb 1, 2018	08846	2	ECOLAB
4	457259		\$510.17	Feb 1, 2018	01078	0	ELECTRO WATCHMAN, INC.
4	457260		\$32.24	Feb 1, 2018	23054	1	FASTENAL
4	457261		\$130.33	Feb 1, 2018	08698	1	FERGUSON ENTERPRISES # 1657
4	457262		\$6,979.85	Feb 1, 2018	01541	1	GENERAL PARTS, LLC
4	457263		\$163.57	Feb 1, 2018	01458	1	GOPHER
4	457264		\$1,293.40	Feb 1, 2018	04387	1	GRAINGER
4	457265	Unissued	\$0.00	Feb 1, 2018	04387	1	GRAINGER
4	457266		\$3,700.00	Feb 1, 2018	01774	1	HALDEMAN-HOMME, INC.
4	457267		\$1,259.91	Feb 1, 2018	09046	0	HI TECH REFRIGERATION, INC
4	457268		\$31.60	Feb 1, 2018	09318	1	HILLYARD INC - MINNEAPOLIS
4	457269		\$69.09	Feb 1, 2018	26668	1	HM RECEIVABLES CO LLC

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457270		\$297.50	Feb 1, 2018	01622	0	HOBART SERVICE
4	457271		\$282.97	Feb 1, 2018	04818	0	HORIZON COMMERCIAL POOL SUPPLY
4	457272		\$1,100.24	Feb 1, 2018	27693	0	IDEAL SERVICES, INC.
4	457273		\$399.38	Feb 1, 2018	22258	1	INDUSTRIAL WASTE SERVICES INC.
4	457274		\$342.75	Feb 1, 2018	29071	0	JOBS FOUNDATION/TECH DUMP
4	457275		\$6,300.35	Feb 1, 2018	28622	1	JTM PROVISIONS CO. INC.
4	457276		\$210.00	Feb 1, 2018	05077	0	LOCKSAFE INC.
4	457277		\$173.80	Feb 1, 2018	28240	0	MN SUPPLY
4	457278		\$72.85	Feb 1, 2018	28240	1	MN SUPPLY
4	457279		\$742.07	Feb 1, 2018	02544	1	MTI DISTRIBUTING CO.
4	457280		\$181.16	Feb 1, 2018	03519	0	NAPA AUTO PARTS
4	457281		\$78.00	Feb 1, 2018	25372	4	NCS PEARSON INC
4	457282		\$478.25	Feb 1, 2018	20320	0	NORTHERN AIR CORPORATION (NAC)
4	457283		\$296.58	Feb 1, 2018	02489	1	OFFICE DEPOT COMPANY
4	457284		\$1,023.00	Feb 1, 2018	27700	0	OLYMPIC COMMUNICATIONS INC.
4	457285		\$1,301.00	Feb 1, 2018	26086	0	ORKIN COMMERCIAL SERVICES
4	457286		\$875.23	Feb 1, 2018	26765	1	ORTRONICS INC
4	457287		\$475.20	Feb 1, 2018	03073	1	PRO-ED
4	457288		\$1,273.00	Feb 1, 2018	28785	1	PRODOCON, INC
4	457289		\$296.00	Feb 1, 2018	24681	0	PROFESSIONAL WIRELESS COMMUNICATIONS
4	457290		\$739.86	Feb 1, 2018	23241	0	RYAN MECHANICAL, INC.
4	457291		\$118.00	Feb 1, 2018	29679	0	SECURITY ENGINEERED MACHINERY
4	457292		\$2,579.94	Feb 1, 2018	03587	1	SIMPLEX GRINNELL
4	457293		\$17,370.00	Feb 1, 2018	29426	1	SPHERO INC
4	457294		\$762.88	Feb 1, 2018	03689	0	STATE SUPPLY CO., INC.
4	457295		\$3,410.00	Feb 1,	24415	1	STRATEGIC EQUIPMENT LLC

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457296		\$4,256.36	Feb 1, 2018	23998	2	SUMMIT COMMERCIAL FACILITIES GROUP
4	457297		\$3,540.00	Feb 1, 2018	29677	0	TECH4LEARNING
4	457298		\$3,500.00	Feb 1, 2018	02899	0	TESSMAN COMPANY
4	457299		\$88.98	Feb 1, 2018	00826	1	TIERNEY BROTHERS, INC.
4	457300		\$6,394.50	Feb 1, 2018	08203	1	TIES
4	457301		\$690.78	Feb 1, 2018	29519	1	TRI-DIM FILTER CORP
4	457302		\$8,920.45	Feb 1, 2018	03802	0	TRIO SUPPLY
4	457303	Unissued	\$0.00	Feb 1, 2018	03802	0	TRIO SUPPLY
4	457304		\$121.75	Feb 1, 2018	01197	1	US FOODS CULINARY EQUIPMENT & SUPPLIES LLC
4	457305		\$1,531.90	Feb 1, 2018	03296	0	WILCOX PAPER, LLC
4	457306		\$1,500.00	Feb 1, 2018	26801	0	XTREME TREE TEAM, INC.
4	457307		\$34,213.50	Feb 2, 2018	05296	0	360 COMMUNITIES
4	457308		\$63.00	Feb 2, 2018	28551	0	ADVANCED IMAGING SOLUTIONS
4	457309		\$60.00	Feb 2, 2018	23909	0	ALEMENY-JONES, AUREA
4	457310		\$4,141.47	Feb 2, 2018	27586	0	AMERICAN OFFICE PRODUCTS
4	457311		\$229.30	Feb 2, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	457312		\$55.00	Feb 2, 2018	04895	0	ASSOCIATION OF CLERICAL EMPLOYEES
4	457313		\$1,987.00	Feb 2, 2018	09991	0	BURNSVILLE ASSOCIATION OF EDUCATIONAL ASSTS
4	457314		\$84,788.00	Feb 2, 2018	00673	0	BURNSVILLE, CITY OF
4	457315		\$275.00	Feb 2, 2018	00233	1	COLLEGE BOARD-MWRO
4	457316		\$1,784.62	Feb 2, 2018	00502	0	CORNERSTONE COPY CENTER
4	457317		\$52.47	Feb 2, 2018	00001	1784	CRESSWELL, MICHELLE
4	457318		\$37,716.25	Feb 2, 2018	22059	0	DAKOTA OUTDOORS LLC
4	457319		\$5,955.95	Feb 2, 2018	29385	0	DIGITAL INSURANCE, INC.
4	457320		\$1,666.66	Feb 2, 2018	22061	1	DISTRIBUTED WEBSITE CORPORATION

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457321		\$131.00	Feb 2, 2018	28531	0	EDUCATION MINNESOTA
4	457322		\$665.55	Feb 2, 2018	26262	0	EDUCATORS BENEFIT CONSULTANTS, LLC
4	457323		\$506.60	Feb 2, 2018	26262	1	EDUCATORS BENEFIT CONSULTANTS, LLC
4	457324		\$15.85	Feb 2, 2018	00001	1785	FISHER, BRITTANY
4	457325		\$2,810.70	Feb 2, 2018	28651	0	FOOD GROUP
4	457326		\$121.00	Feb 2, 2018	27604	0	GREAT LAKES HIGHER EDUCATION CORPORATION
4	457327		\$94.43	Feb 2, 2018	00016	3349	GROSSMAN, JUSTIN
4	457328		\$555.97	Feb 2, 2018	01390	0	INTERMEDIATE SCHOOL DISTRICT 287
4	457329		\$60,576.68	Feb 2, 2018	27633	0	KELLY SERVICES, INC.
4	457330		\$10,391.00	Feb 2, 2018	02102	0	KRAUS-ANDERSON INS. AGENCY, INC.
4	457331		\$688.00	Feb 2, 2018	28045	0	LAKESIDE PROMOTIONS, LLC
4	457332		\$59.00	Feb 2, 2018	28748	0	LAMPRECHT, JOHN
4	457333		\$3,083.33	Feb 2, 2018	05220	0	MACPHAIL
4	457334		\$570.50	Feb 2, 2018	24921	0	MECA SPORTSWEAR
4	457335		\$375.12	Feb 2, 2018	06064	0	MEEKER AND WRIGHT SPECIAL
4	457336		\$22.55	Feb 2, 2018	00000	496	MILLER-MCKAIGE, TERRY
4	457337		\$464.00	Feb 2, 2018	26466	0	MN HIGHWAY SAFETY & RESEARCH CENTER
4	457338		\$344.00	Feb 2, 2018	00624	0	MN HISTORICAL SOCIETY
4	457339		\$1,560.00	Feb 2, 2018	03216	0	MROS, RICHARD
4	457340		\$89.00	Feb 2, 2018	05320	10	MRPA/MASS
4	457341		\$96.00	Feb 2, 2018	08769	0	NCPERS MINNESOTA
4	457342		\$45.70	Feb 2, 2018	00001	1783	NELSON, ERIC J
4	457343		\$3,126.88	Feb 2, 2018	24335	1	NEW DOMINION SCHOOL
4	457344		\$300.00	Feb 2, 2018	24879	0	PEREZ, MELISSA M.
4	457345		\$25.00	Feb 2, 2018	29682	0	PROP IT UP
4	457346		\$288.00	Feb 2,	28277	0	ROBERT J. BRUNO, LTD

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457347		\$260.00	Feb 2, 2018	26289	0	SALGADO-LANDA, NOE
4	457348		\$20.00	Feb 2, 2018	09588	4	SAVAGE, CITY OF
4	457349		\$7,887.07	Feb 2, 2018	07382	0	SCHOOL SERVICES EMPLOYEES LOCAL 284
4	457350		\$852.24	Feb 2, 2018	28183	0	SECOND HARVEST HEARTLAND
4	457351		\$127.50	Feb 2, 2018	29575	0	SKOW, KAREN
4	457352		\$4,650.00	Feb 2, 2018	27742	0	STRATEGIC SOURCE INC
4	457353		\$3,500.00	Feb 2, 2018	00016	3247	SWANSON, EMILY GRACE
4	457354		\$20,639.76	Feb 2, 2018	29345	1	T-MOBILE
4	457355		\$402.00	Feb 2, 2018	02039	0	THE WORKS
4	457356		\$5.98	Feb 2, 2018	21190	0	TROUSIL, WANDA
4	457357		\$495.00	Feb 2, 2018	28340	0	TWIN CITIES PHOTO BOOTH
4	457358		\$250.00	Feb 2, 2018	04153	0	U.S. POSTMASTER
4	457359		\$1,760.00	Feb 2, 2018	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	457360		\$9,570.00	Feb 2, 2018	08595	0	UNIVERSITY OF MINNESOTA-TUITION
4	457361		\$114.00	Feb 2, 2018	02813	7	US DEPARTMENT OF EDUCATION
4	457362		\$34,494.53	Feb 2, 2018	04417	1	US FOODS INC
4	457363	Unissued	\$0.00	Feb 2, 2018	04417	1	US FOODS INC
4	457364	Unissued	\$0.00	Feb 2, 2018	04417	1	US FOODS INC
4	457365	Unissued	\$0.00	Feb 2, 2018	04417	1	US FOODS INC
4	457366		\$165.00	Feb 2, 2018	28298	0	US HEALTH WORKS MEDICAL GRP MN, PC
4	457367		\$325.00	Feb 2, 2018	26645	1	VENUWORKS OF BURNSVILLE/AMES CENTER
4	457368		\$14.12	Feb 2, 2018	02776	0	XCEL ENERGY
4	457369		\$76.00	Feb 6, 2018	28705	0	AHRENDT, ANGELA
4	457370		\$125.05	Feb 6, 2018	09987	1	BEARCOM
4	457371		\$140.00	Feb 6, 2018	29691	0	BOWSER, CHARTAGAN

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457372		\$147.75	Feb 6, 2018	09654	0	COSTUME RENTALS
4	457373		\$84.00	Feb 6, 2018	26492	0	CUNDY, BRODIE
4	457374		\$9,402.86	Feb 6, 2018	00641	0	DICK'S/LAKEVILLE SANITATION, INC.
4	457375		\$60.00	Feb 6, 2018	29581	0	DORE, ABDIWALI HASHI
4	457376		\$3,094.70	Feb 6, 2018	02333	1	EARTHGRAINS BAKING CO. INC.
4	457377		\$58.00	Feb 6, 2018	29688	0	EDMOND, ERIC
4	457378		\$82.00	Feb 6, 2018	25599	0	ERDMAN, MARTY K.
4	457379		\$105.32	Feb 6, 2018	28202	0	FOUNDATION 191
4	457380		\$31,426.50	Feb 6, 2018	01475	0	FRIEDGES LANDSCAPING, INC.
4	457381		\$164.00	Feb 6, 2018	29054	0	GARRETT, SCOTT
4	457382		\$11.00	Feb 6, 2018	00000	7354	HASSAN, JAMILLA
4	457383		\$279.00	Feb 6, 2018	29695	0	HECK, MATTHEW
4	457384		\$76.00	Feb 6, 2018	20474	0	HIMMERICK, BRENT
4	457385		\$116.00	Feb 6, 2018	24067	0	JOHNSON, DENNIS
4	457386		\$116.00	Feb 6, 2018	03225	0	KORTE, STEVE
4	457387		\$250.00	Feb 6, 2018	29160	0	MINNESOTA QUIZ BOWL ALLIANCE (MQBA)
4	457388		\$11,955.29	Feb 6, 2018	07448	0	MINNESOTA VALLEY ELECTRIC COOPERATIVE
4	457389		\$130.00	Feb 6, 2018	29697	0	RENSLOW, PHILLIP
4	457390		\$11,250.00	Feb 6, 2018	24635	0	SAN DIEGO COUNTY OFFICE OF EDUCATION
4	457391		\$4,548.93	Feb 6, 2018	09588	0	SAVAGE, CITY OF
4	457392		\$76.00	Feb 6, 2018	22306	0	SCHILLER, THOMAS
4	457393		\$36.08	Feb 6, 2018	03532	2	SCHMITT MUSIC
4	457394		\$330.00	Feb 6, 2018	03609	0	SCIENCE MUSEUM OF MINN.
4	457395		\$82.00	Feb 6, 2018	28797	0	SHIBLEY, JEREMY
4	457396		\$853.00	Feb 6, 2018	03413	0	SOUTH METRO SPORTS
4	457397		\$668.54	Feb 6,	27808	0	SOUTHPORT CLEANERS

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457398		\$439.40	Feb 6, 2018	28502	0	THE MCDOWELL AGENCY, INC.
4	457399		\$150.00	Feb 6, 2018	29655	0	WESTERLUND, JAYSON
4	457400		\$4,282.50	Feb 6, 2018	28024	0	ZFX INC
4	457401		\$528.00	Feb 9, 2018	29504	0	BECOME WELLNESS LLC
4	457402		\$170.00	Feb 9, 2018	11617	0	BLOCKER, JENNIFER M
4	457403		\$5,778.50	Feb 9, 2018	02422	5	BURNSVILLE YMCA
4	457404		\$676.40	Feb 9, 2018	29243	0	CARLSON, GERRI
4	457405		\$177.00	Feb 9, 2018	28973	0	CASPERSON, JULIE
4	457406		\$266.02	Feb 9, 2018	02781	5	CENTURYLINK
4	457407		\$60.00	Feb 9, 2018	28260	0	CHOY, SERGIO R.
4	457408		\$332.33	Feb 9, 2018	00016	2883	COOK, LEAH
4	457409		\$300.00	Feb 9, 2018	25919	0	CORDOVA, LETICIA
4	457410		\$150.00	Feb 9, 2018	00502	0	CORNERSTONE COPY CENTER
4	457411		\$76.00	Feb 9, 2018	29710	0	DEISTING, ASHLEY
4	457412		\$375.00	Feb 9, 2018	20524	0	DEWALD, RINA C.
4	457413		\$275.00	Feb 9, 2018	00905	0	DODGE NATURE CENTER
4	457414		\$437.50	Feb 9, 2018	29465	0	FROST III, ROBERT
4	457415		\$84.00	Feb 9, 2018	29709	0	GERMAIN, MARK
4	457416		\$149.00	Feb 9, 2018	29708	0	HANLEY, KENDALL
4	457417		\$50,730.05	Feb 9, 2018	27811	0	HEADWAY EMOTIONAL HEALTH SERVICES
4	457418		\$427.00	Feb 9, 2018	29711	0	HIGH TOUCH HIGH TECH OF THE TWIN CITIES
4	457419		\$15.00	Feb 9, 2018	00000	9706	HUERD, KAREN
4	457420		\$116.83	Feb 9, 2018	02483	1	INTEGRA TELECOM
4	457421		\$70.00	Feb 9, 2018	09327	5	INTERMEDIATE DISTRICT 917
4	457422		\$180.00	Feb 9, 2018	24542	0	JAMA, SAFIYO

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457423		\$37,052.68	Feb 9, 2018	27633	0	KELLY SERVICES, INC.
4	457424		\$255.00	Feb 9, 2018	09951	0	MATH MASTERS OF MN
4	457425		\$1,704.56	Feb 9, 2018	25512	0	MAYER ARTS, INC.
4	457426		\$194.00	Feb 9, 2018	22385	0	METRO TRANSIT
4	457427		\$180.00	Feb 9, 2018	24243	0	MUNOZ, MARIBEL
4	457428		\$162.00	Feb 9, 2018	02467	0	NOVAK, JANICE S.
4	457429		\$14.94	Feb 9, 2018	00000	1599	PEDERSEN, NORMA
4	457430		\$720.00	Feb 9, 2018	24879	0	PEREZ, MELISSA M.
4	457431	Unissued	\$0.00	Feb 9, 2018	24879	0	PEREZ, MELISSA M.
4	457432		\$9,555.00	Feb 9, 2018	29713	0	PRESIDIO NETWORKED SOLUTIONS GROUP, LLC
4	457433		\$253.75	Feb 9, 2018	25562	0	SACHS, ALICE
4	457434		\$8,550.00	Feb 9, 2018	26796	0	SAFeway DRIVING SCHOOL
4	457435		\$290.00	Feb 9, 2018	03532	2	SCHMITT MUSIC
4	457436		\$325.00	Feb 9, 2018	03609	0	SCIENCE MUSEUM OF MINN.
4	457437		\$217.97	Feb 9, 2018	28183	0	SECOND HARVEST HEARTLAND
4	457438		\$12,883.94	Feb 9, 2018	23848	0	SFM
4	457439		\$415.50	Feb 9, 2018	20185	0	SHIRTY SOMETHING
4	457440		\$595.00	Feb 9, 2018	29575	0	SKOW, KAREN
4	457441		\$133.20	Feb 9, 2018	29345	1	T-MOBILE
4	457442		\$282.90	Feb 9, 2018	28502	0	THE MCDOWELL AGENCY, INC.
4	457443		\$11,444.06	Feb 9, 2018	04045	1	TRANE U.S. INC.
4	457444		\$120.00	Feb 9, 2018	25958	0	UGAS, ABDISAMAD
4	457445		\$43,334.43	Feb 9, 2018	04417	1	US FOODS INC
4	457446	Unissued	\$0.00	Feb 9, 2018	04417	1	US FOODS INC
4	457447	Unissued	\$0.00	Feb 9, 2018	04417	1	US FOODS INC
4	457448		\$40.00	Feb 9,	29714	0	VERTICAL ENDEAVORS- BLOOMINGTON

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457449		\$300.00	Feb 9, 2018	25560	0	WARSAME, KADRA
4	457450		\$24.00	Feb 9, 2018	00000	7355	WHETTER, ELIZABETH
4	457451		\$5,000.00	Feb 9, 2018	29712	0	YOUTH LENS 360
4	457452		\$935.58	Feb 13, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	457453		\$1,197.00	Feb 13, 2018	00249	1	APPLE COMPUTER INC.
4	457454		\$3,875.00	Feb 13, 2018	29589	1	AUDIO VISIONS
4	457455		\$82.00	Feb 13, 2018	23367	0	BARTCZAK, ANDREW
4	457456		\$540.00	Feb 13, 2018	00673	0	BURNSVILLE, CITY OF
4	457457		\$9,710.49	Feb 13, 2018	04226	0	BURNSVILLE, CITY OF
4	457458	Unissued	\$0.00	Feb 13, 2018	04226	0	BURNSVILLE, CITY OF
4	457459		\$76.00	Feb 13, 2018	23663	0	CANTONE, MIKE
4	457460		\$626.40	Feb 13, 2018	29243	0	CARLSON, GERRI
4	457461		\$50.00	Feb 13, 2018	29343	0	CARSON, WENDY
4	457462		\$5,191.00	Feb 13, 2018	28424	0	CENTRAL ROOFING COMPANY
4	457463		\$121.00	Feb 13, 2018	29702	0	CHALLGREN, MARK
4	457464		\$76.00	Feb 13, 2018	08232	0	CLANCY, WILLIAM
4	457465		\$82.00	Feb 13, 2018	08601	0	DANIELS JR, RUDY
4	457466		\$75.00	Feb 13, 2018	01006	0	EDINA HIGH SCHOOL
4	457467		\$514.80	Feb 13, 2018	29377	0	ELPIS ENTERPRISES
4	457468		\$2,179.30	Feb 13, 2018	00889	1	ELSMORE SWIM SHOP
4	457469		\$368.75	Feb 13, 2018	04416	0	FAIRVIEW
4	457470		\$76.00	Feb 13, 2018	23592	0	HELMER, TERRY
4	457471		\$76.00	Feb 13, 2018	26444	0	HOLTZ, TODD
4	457472		\$58.00	Feb 13, 2018	24067	0	JOHNSON, DENNIS
4	457473		\$76.00	Feb 13, 2018	25504	0	KENT, BRUCE

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457474		\$58.00	Feb 13, 2018	06519	0	KORBA, JERRY
4	457475		\$186.00	Feb 13, 2018	09951	0	MATH MASTERS OF MN
4	457476		\$15,484.60	Feb 13, 2018	03029	1	MINNESOTA ENERGY RESOURCES
4	457477		\$490.81	Feb 13, 2018	03770	3	MINNESOTA POLLUTION CONTROL AGENCY - MPCA
4	457478		\$80.00	Feb 13, 2018	29160	0	MINNESOTA QUIZ BOWL ALLIANCE (MQBA)
4	457479		\$180.00	Feb 13, 2018	24879	0	PEREZ, MELISSA M.
4	457480		\$293.92	Feb 13, 2018	00927	0	RUBENSTEIN & ZIFF, INC.
4	457481		\$76.00	Feb 13, 2018	22306	0	SCHILLER, THOMAS
4	457482		\$68.00	Feb 13, 2018	01232	0	SHAFFER, DON
4	457483		\$452.00	Feb 13, 2018	24465	2	SHRED-IT USA
4	457484		\$90.00	Feb 13, 2018	03413	0	SOUTH METRO SPORTS
4	457485		\$76.00	Feb 13, 2018	03545	0	THUROW, JOSH
4	457486		\$2,779.59	Feb 13, 2018	28417	0	UNIVERSAL ATHLETIC SERVICE INC.
4	457487		\$166.39	Feb 13, 2018	29461	0	VOLZ, MICHAEL
4	457488		\$76.00	Feb 13, 2018	21641	0	WEINREIS, DEBRA
4	457489		\$82.00	Feb 13, 2018	05416	0	WILTJER, BRENDEN
4	457490		\$998.80	Feb 16, 2018	28491	0	A.J. MOORE ELECTRIC, INC.
4	457491		\$4,862.49	Feb 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457492	Unissued	\$0.00	Feb 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457493	Unissued	\$0.00	Feb 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457494	Unissued	\$0.00	Feb 16, 2018	28147	1	AGROPUR INC. DIVISION NATREL USA
4	457495		\$5,042.00	Feb 16, 2018	29460	0	ALL CITY ELEVATOR, INC.
4	457496		\$4,317.00	Feb 16, 2018	00216	2	ALPHA VIDEO & AUDIO, INC.
4	457497		\$239.21	Feb 16, 2018	01365	0	AMERIPRIDE LINEN AND APPAREL SERVICES
4	457498		\$1,413.69	Feb 16, 2018	23412	1	B&H PHOTO-VIDEO
4	457499		\$91.11	Feb 16,	00386	1	BARNES & NOBLE, INC.

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Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457500		\$1,030.37	Feb 16, 2018	03544	2	BEST BUY BUSINESS ADVANTAGE ACCOUNT
4	457501		\$11,807.90	Feb 16, 2018	00477	0	BIX PRODUCE COMPANY
4	457502	Unissued	\$0.00	Feb 16, 2018	00477	0	BIX PRODUCE COMPANY
4	457503	Unissued	\$0.00	Feb 16, 2018	00477	0	BIX PRODUCE COMPANY
4	457504	Unissued	\$0.00	Feb 16, 2018	00477	0	BIX PRODUCE COMPANY
4	457505		\$3,684.27	Feb 16, 2018	26720	0	BLUE BELL ENTERPRISES, INC.
4	457506		\$821.15	Feb 16, 2018	23784	1	BOYER TRUCKS
4	457507		\$1,795.00	Feb 16, 2018	27006	1	BRAINPOP LLC
4	457508		\$4,067.00	Feb 16, 2018	22015	0	CM CONSTRUCTION COMPANY, INC.
4	457509		\$633.31	Feb 16, 2018	03866	0	CONTINENTAL CLAY COMPANY
4	457510		\$1,211.17	Feb 16, 2018	23509	0	COOL AIR MECHANICAL, INC.
4	457511		\$8.95	Feb 16, 2018	00645	0	CUB FOODS
4	457512		\$14.04	Feb 16, 2018	00645	2	CUB FOODS
4	457513		\$32,203.30	Feb 16, 2018	04186	1	DALCO
4	457514	Unissued	\$0.00	Feb 16, 2018	04186	1	DALCO
4	457515	Unissued	\$0.00	Feb 16, 2018	04186	1	DALCO
4	457516		\$225.38	Feb 16, 2018	00837	1	DEMCO, INC.
4	457517		\$4,718.29	Feb 16, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	457518	Unissued	\$0.00	Feb 16, 2018	00279	0	DIVERSIFIED SNACK DISTRIBUTION
4	457519		\$500.00	Feb 16, 2018	27010	1	DUDE SOLUTIONS
4	457520		\$136.18	Feb 16, 2018	08846	2	ECOLAB
4	457521		\$1,678.75	Feb 16, 2018	01078	0	ELECTRO WATCHMAN, INC.
4	457522		\$255.00	Feb 16, 2018	01541	1	GENERAL PARTS, LLC
4	457523		\$380.62	Feb 16, 2018	04387	1	GRAINGER
4	457524		\$147.00	Feb 16, 2018	27750	0	GRAPHIC SPECIALTIES, INC.

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
4	457525		\$399.95	Feb 16, 2018	00575	0	GROTH MUSIC COMPANY
4	457526		\$370.60	Feb 16, 2018	09318	1	HILLYARD INC - MINNEAPOLIS
4	457527		\$4,022.55	Feb 16, 2018	26668	1	HM RECEIVABLES CO LLC
4	457528		\$58.26	Feb 16, 2018	04818	0	HORIZON COMMERCIAL POOL SUPPLY
4	457529		\$212.10	Feb 16, 2018	07486	1	JOHNSTONE SUPPLY
4	457530		\$524.00	Feb 16, 2018	08955	0	KELLEHER, HELMRICH AND ASSOCIATES
4	457531		\$674.25	Feb 16, 2018	02196	0	MACKIN EDUCATIONAL RESOURCES
4	457532		\$2,812.80	Feb 16, 2018	08999	1	MINNESOTA ELEVATOR INC
4	457533		\$316.80	Feb 16, 2018	28041	0	MIXMI BRANDS INC.
4	457534		\$100.00	Feb 16, 2018	07914	2	MN DEPT OF LABOR AND INDUSTRY
4	457535		\$277.13	Feb 16, 2018	28240	1	MN SUPPLY
4	457536		\$235.92	Feb 16, 2018	03519	0	NAPA AUTO PARTS
4	457537		\$357.22	Feb 16, 2018	03116	6	NCS PEARSON, INC
4	457538		\$910.50	Feb 16, 2018	20320	0	NORTHERN AIR CORPORATION (NAC)
4	457539		\$1,930.00	Feb 16, 2018	02475	3	PCS REVENUE CONTROL SYSTEMS, INC.
4	457540		\$7,438.75	Feb 16, 2018	28310	1	POWER SECURE
4	457541		\$110.00	Feb 16, 2018	28785	1	PRODOCON, INC
4	457542		\$389.00	Feb 16, 2018	24681	0	PROFESSIONAL WIRELESS COMMUNICATIONS
4	457543		\$281.00	Feb 16, 2018	03101	0	PUMP AND METER SERVICE, INC.
4	457544		\$495.00	Feb 16, 2018	23241	0	RYAN MECHANICAL, INC.
4	457545		\$960.00	Feb 16, 2018	03196	3	SCHOLASTIC INC.
4	457546		\$57.60	Feb 16, 2018	03587	1	SIMPLEX GRINNELL
4	457547		\$2,948.00	Feb 16, 2018	22618	0	TEE JAY NORTH, INC.
4	457548		\$123.00	Feb 16, 2018	00826	1	TIERNEY BROTHERS, INC.
4	457549		\$149.02	Feb 16, 2018	24444	0	TRI STATE BOBCAT
4	457550		\$133.50	Feb 16,	29519	1	TRI-DIM FILTER CORP

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
				2018			
4	457551		\$4,538.40	Feb 16, 2018	25854	1	TRIMARK
4	457552		\$11,687.43	Feb 16, 2018	03802	0	TRIO SUPPLY
4	457553	Unissued	\$0.00	Feb 16, 2018	03802	0	TRIO SUPPLY
4	457554	Unissued	\$0.00	Feb 16, 2018	03802	0	TRIO SUPPLY
4	457555		\$103.54	Feb 16, 2018	01197	1	US FOODS CULINARY EQUIPMENT & SUPPLIES LLC
4	457556		\$163.00	Feb 16, 2018	04435	0	WEST MUSIC COMPANY
4	457557		\$125.40	Feb 16, 2018	04419	0	WESTERN PSYCHOLOGICAL SERVICES
Check Count	492	Grand Total	\$1,773,059.35				

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Check Register Report

Bank Number	Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Address Number	Vendor Name
3	102141		\$26,654.80	Jan 26, 2018	29380	0	ADVANCE TERRAZZO & TILE CO. INC.
3	102142		\$27,680.90	Jan 26, 2018	29386	0	GOPHER LLC
3	102143		\$145,553.70	Jan 26, 2018	29318	0	NORTHLAND CONCRETE & MASONRY, LLC
3	102144		\$3,844.58	Jan 26, 2018	28785	1	PRODOCON, INC
3	102145		\$3,390.00	Jan 26, 2018	28078	0	SMB OF MINNESOTA
3	102146		\$69,014.91	Jan 26, 2018	04045	0	TRANE U.S. INC.
3	102147		\$836.64	Jan 26, 2018	04204	4	VIRCO INC
3	102148		\$2,247.66	Feb 9, 2018	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.
3	102149		\$6,911.66	Feb 9, 2018	01078	0	ELECTRO WATCHMAN, INC.
3	102150		\$1,585.00	Feb 9, 2018	27736	0	GLOBAL COMMUNICATIONS WIRING & SERVICES
3	102151		\$2,596.50	Feb 9, 2018	27750	0	GRAPHIC SPECIALTIES, INC.
3	102152		\$9,570.00	Feb 9, 2018	29318	0	NORTHLAND CONCRETE & MASONRY, LLC
Check Count	12	Grand Total	\$299,886.35				

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Future Ready. Community Strong.

**Agenda IV.A.5
March 15, 2018**

TO: Cynthia Amoroso, Superintendent and Board of Education

FROM: Lisa K. Rider, Executive Director of Business Services

DATE: April 12, 2018

RE: Budget Analysis for the Month Ending January 31, 2018

RECOMMENDATION: That the Board accepts the Budget Analysis for the month ending January 31, 2018

The January Budget Reports are presented for Board information and review. The reports indicate the following:

	Year-to-Date Revenue	% of Adopted Budget	Year-to-Date Expenditures	% of Adopted Budget
All Funds	\$ 88,429,452	50.97%	\$ 87,488,695	40.42%
General Fund	\$ 69,744,468	55.17%	\$ 61,706,044	47.16%

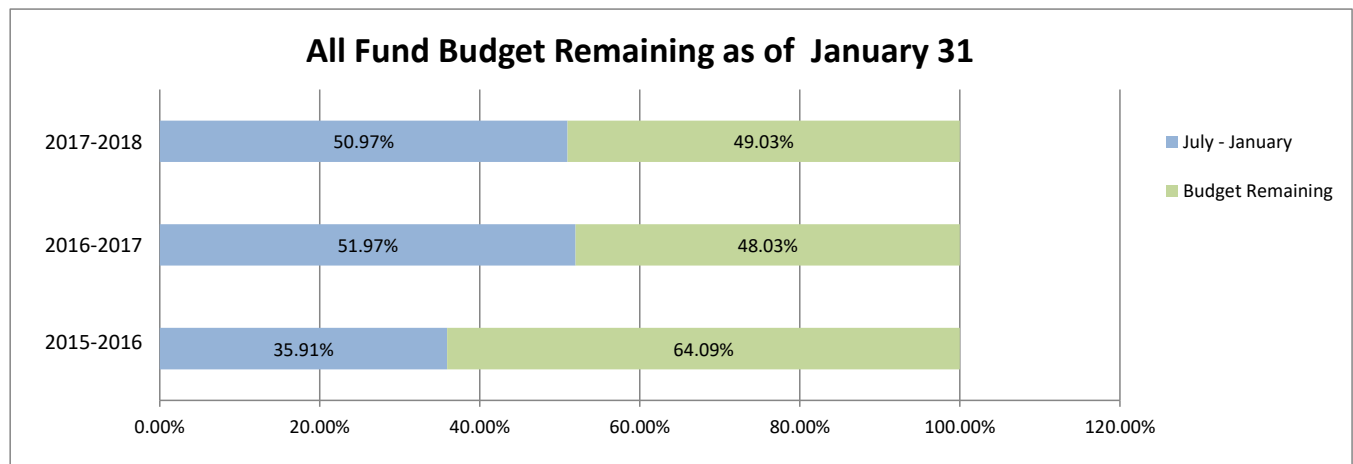
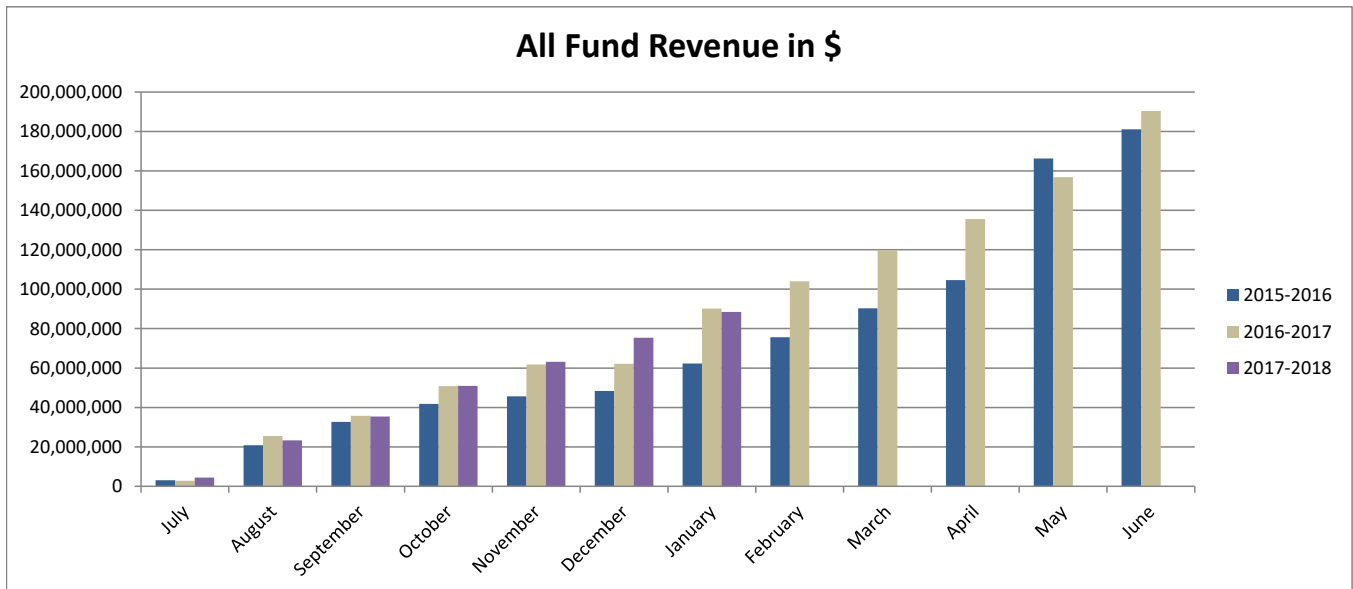
To assist the Board in monitoring monthly financial activity and to help identify budget-to-actual deviations, the following graphs have been developed for all funds and the general fund:

Cash and Investments by Month for Last year and Current year
Revenues Year-to-Date for Last two years and Current year
Expenditures Year-to-Date for Last two years and Current year

All of the reports and graphs show last year’s actual figures, this year’s budget and this year’s activity to day. Additional detail is available upon request.

**REVENUE COMPARISON
ALL FUNDS**

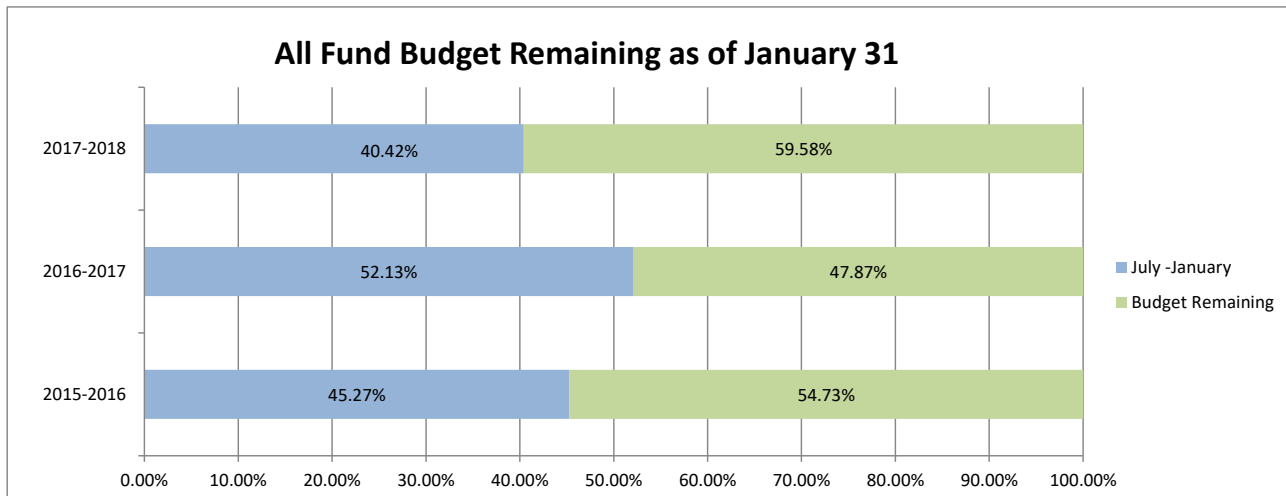
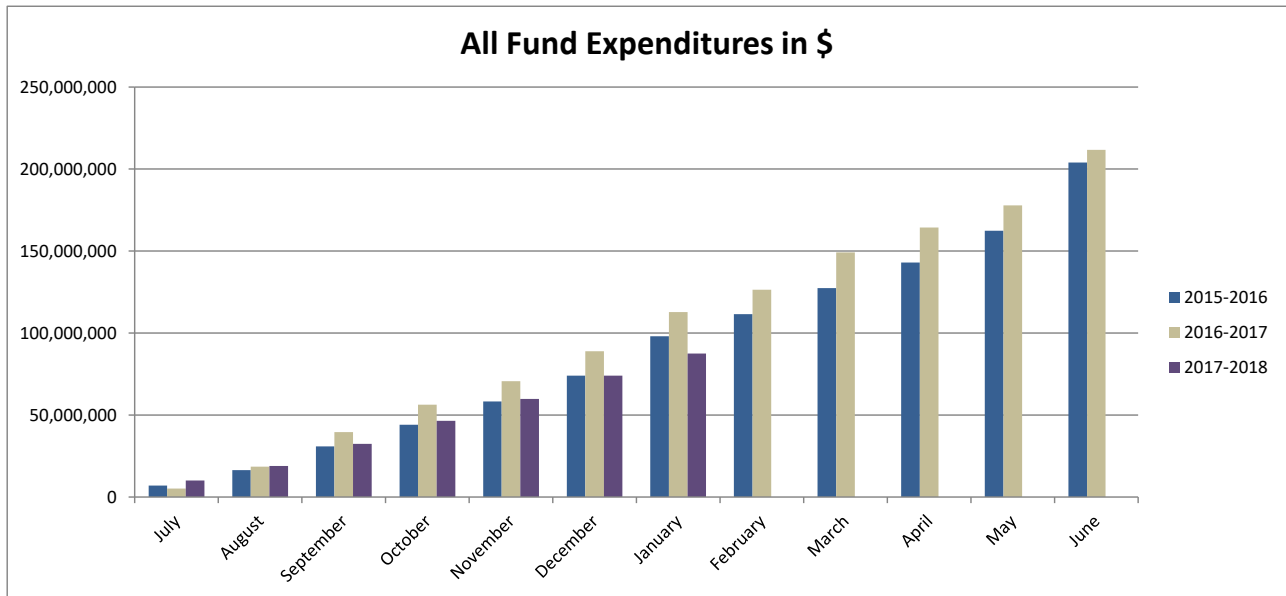
	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	3,044,376	1.75%	2,809,302	1.62%	4,408,507	2.54%
August	20,776,436	11.97%	25,542,740	14.72%	23,331,132	13.45%
September	32,729,505	18.86%	35,814,597	20.64%	35,437,865	20.42%
October	41,826,417	24.11%	50,756,340	29.25%	50,946,461	29.36%
November	45,631,362 **	26.30%	61,773,537 **	35.60%	63,197,024 **	36.42%
December	48,389,298	27.89%	62,140,926	35.82%	75,336,594	43.42%
January	62,310,017	35.91%	90,177,955	51.97%	88,429,452	50.97%
February	75,637,174	43.59%	103,945,953	59.91%		0.00%
March	90,285,615	52.04%	119,608,094	68.94%		0.00%
April	104,623,897	60.30%	135,537,967	78.12%		0.00%
May	166,252,241	95.82%	156,805,987	90.38%		0.00%
June	181,117,868	104.39%	190,363,597	109.72%		0.00%
BUDGET	162,577,015	100.00%	185,899,440	100.00%	173,504,173	100.00%



** The year to year comparison will vary due to the timing of the reversal of prior year accruals.

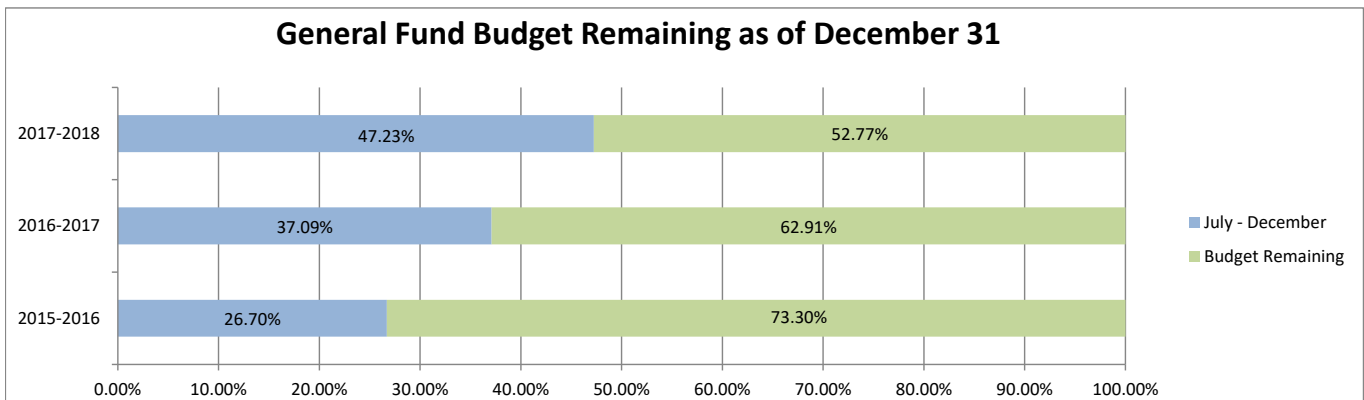
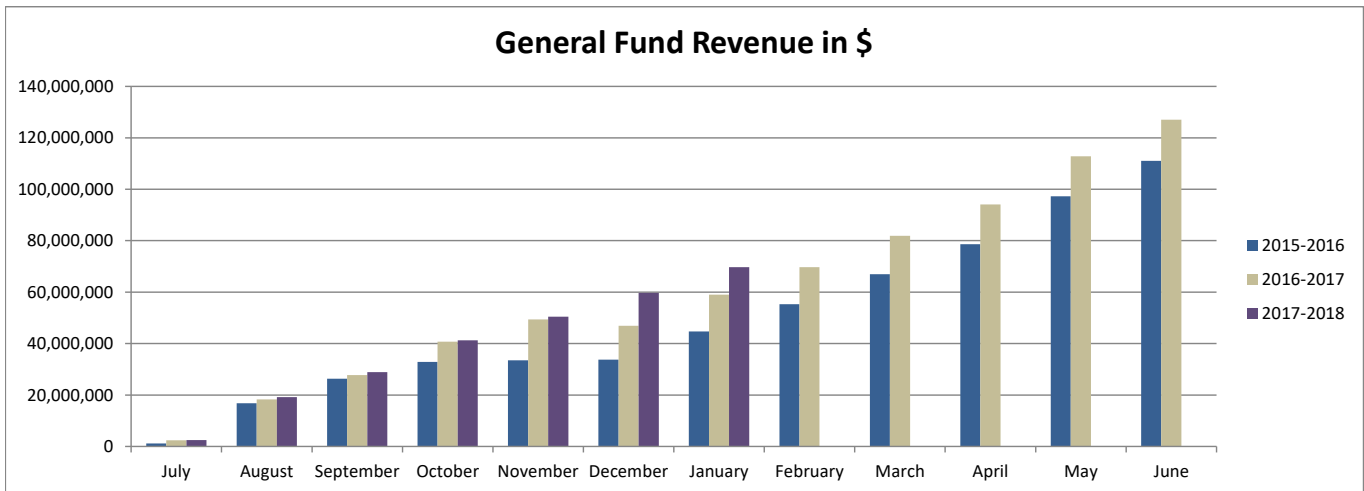
**EXPENDITURE COMPARISON
ALL FUNDS**

	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	7,049,033	3.26%	5,196,342	2.40%	10,085,346	4.66%
August	16,404,117	7.58%	18,514,790	8.55%	18,992,738	8.78%
September	30,882,275	14.27%	39,525,196	18.26%	32,446,236	14.99%
October	44,144,329	20.40%	56,289,453	26.01%	46,483,002	21.48%
November	58,247,227	26.91%	70,699,295	32.67%	59,866,783	27.66%
December	73,968,194	34.18%	88,941,755	41.09%	74,007,378	34.19%
January	97,976,121	45.27%	112,826,815	52.13%	87,488,695	40.42%
February	111,499,625	51.52%	126,370,492	58.39%		0.00%
March	127,360,079	58.84%	149,154,290	68.91%		0.00%
April	142,980,681	66.06%	164,279,619	75.90%		0.00%
May	162,380,604	75.03%	177,853,141	82.17%		0.00%
June	204,018,788	94.26%	211,687,557	97.81%		0.00%
BUDGET	236,752,755	100.00%	209,757,533	100.00%	216,433,319	100.00%



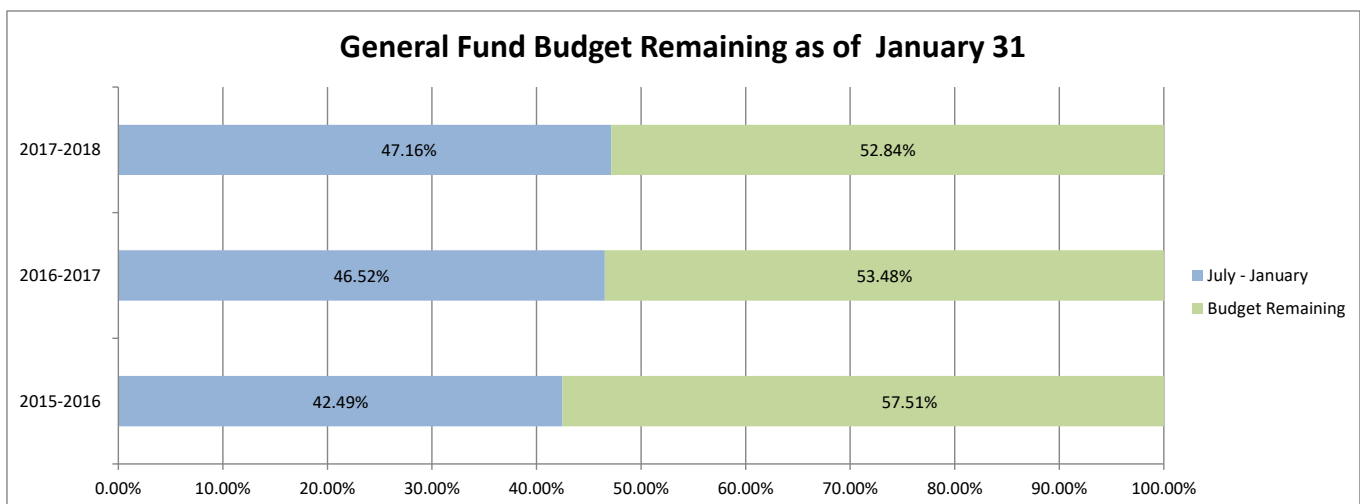
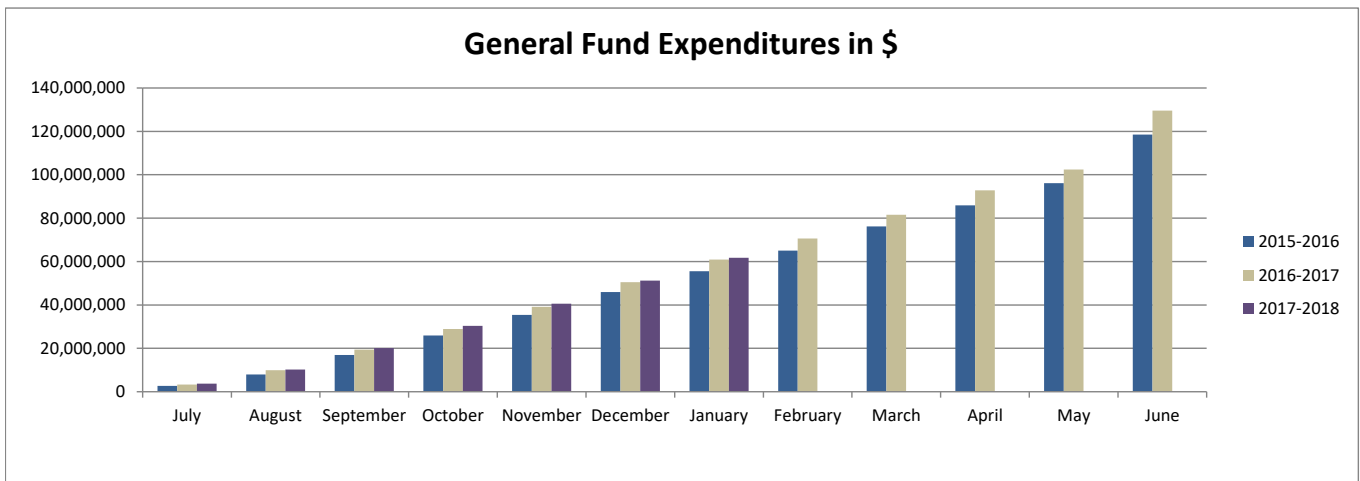
**REVENUE COMPARISON
GENERAL FUND**

	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	1,172,002	0.93%	2,428,394	1.92%	2,439,823	1.93%
August	16,819,666	13.31%	18,330,814	14.50%	19,160,640	15.16%
September	26,303,462	20.81%	27,731,893	21.94%	28,923,752	22.88%
October	32,868,210	26.00%	40,727,980	32.22%	41,294,231	32.67%
November	33,523,977 **	26.52%	49,365,639 **	39.05%	50,405,720 **	39.88%
December	33,750,953	26.70%	46,887,839	37.09%	59,702,729	47.23%
January	44,669,701	35.34%	59,026,452	46.70%	69,744,468	55.17%
February	55,293,029	43.74%	69,731,505	55.16%		0.00%
March	67,001,225	53.00%	81,909,480	64.80%		0.00%
April	78,653,851	62.22%	94,081,747	74.43%		0.00%
May	97,297,732	76.97%	112,774,259	89.22%		0.00%
June	111,032,879	87.84%	127,035,902	100.50%		0.00%
BUDGET	118,046,063	100.00%	125,084,975	100.00%	126,406,866	100.00%



**EXPENDITURE COMPARISON
GENERAL FUND**

	2015-2016		2016-2017		2017-2018	
	\$	%	\$	%	\$	%
July	2,684,247	2.05%	3,281,485	2.51%	3,704,721	2.83%
August	7,972,377	6.09%	9,904,860	7.57%	10,272,961	7.85%
September	16,911,827	12.92%	19,362,893	14.80%	20,165,861	15.41%
October	25,943,715	19.83%	28,951,109	22.13%	30,322,535	23.17%
November	35,429,463	27.08%	39,179,314	29.94%	40,577,389	31.01%
December	45,930,671	35.10%	50,514,628	38.61%	51,240,711	39.16%
January	55,592,345	42.49%	60,876,065	46.52%	61,706,044	47.16%
February	65,071,177	49.73%	70,609,184	53.96%		0.00%
March	76,193,365	58.23%	81,513,622	62.30%		0.00%
April	85,924,006	65.67%	92,821,959	70.94%		0.00%
May	96,128,215	73.47%	102,373,514	78.24%		0.00%
June	118,503,256	90.57%	129,530,276	98.99%		0.00%
BUDGET	121,227,919	100.00%	126,665,266	100.00%	130,846,390	100.00%





**Agenda IV.A.6.
April 12, 2018**

To: Board of Education, Members
From: Cindy Amoroso, Superintendent
Date: March 12, 2018
Re: Report on Listening Session on March 8, 2018

Board members: Eric Miller and Jim Schmid
Recording: Cindy Amoroso

One community member came to share his concerns and ideas on improving school safety. He gave examples of security features for the facilities from when he was in San Diego. He listed several things he had heard that were happening in our district around discipline that concerned him. He said that he had heard of these things; he had not experienced them first-hand.

Two parents spoke to their concerns around access to schools via the offices. They were concerned that when the secretary at Rahn is not at her desk, someone could walk in from outside, walk through the office and into the building. They want all doors locked, with everyone needing to "buzz" and be let in. They want secured access rather than controlled. Additionally, they were concerned that outsiders are allowed to enter the building and walk around. They would like outsiders escorted within the buildings.



Future Ready. Community Strong.

**Agenda IV.A.7.
April 12, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Dave Watkins, Assistant Superintendent

Date: April 5, 2018

Re: Policies 503: *Student Attendance* and 504: *Student Dress and Appearance*.

Recommendation: Approve, on a first reading basis, changes to Policies 503: *Student Attendance* and 504: *Student Dress and Appearance*.

Policy 503 was updated to reflect current practice. Policy 504 was updated to reflect identification of clothing as well as body parts which need to be covered.

These policies were reviewed by the Policy Review Committee on March 6, 2018.

Adopted: 12/1997
Reviewed: ~~9/10/2015~~ 4/12/2018
Revised: 9/24/2015
Rescinds: JE

Burnsville-Eagan-Savage School District Policy 503

503 STUDENT ATTENDANCE

I. PURPOSE

- A. The school board believes that regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student. The purpose of this policy is to encourage regular school attendance and is intended to be positive and not punitive.
- B. This policy also recognizes that class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

II. GENERAL STATEMENT OF POLICY

A. Responsibilities

1. Student's Responsibility

A student has the right to be in school. A student also has the responsibility to attend all assigned classes and study halls every day that school is in session, participate in the instructional activities for the full class period, and to be aware of and follow the correct procedures when absent from an assigned class or study hall. Finally, a student has the responsibility to request any missed assignments due to an absence.

2. Parent or Guardian's Responsibility

A student's parent or guardian has the responsibility to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise.

3. Teacher's Responsibility

The teacher has the responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. The teacher also has the responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. The

teacher also has the responsibility to provide any student who has been absent with any missed assignments upon request. Finally, the teacher has the responsibility to work cooperatively with the student's parent or guardian and the student to solve any attendance problems that may arise.

4. Administrator's Responsibility

- a. The administrator has the responsibility to require students to attend all assigned classes and study halls. The administrator also has the responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, the administrator has the responsibility to inform the student's parents or guardians of the student's attendance and to work cooperatively with them and the student to solve attendance problems.
- b. In accordance with the Minnesota Compulsory Instruction Law, Minn. Stat. § 120A.22, the students of the school district are REQUIRED to attend all assigned classes and/or study halls every day school is in session, unless the student has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school, has withdrawn, or has a valid excuse for absence.

B. Types of Absences

1. Excused Absences

- a. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school. A note from a physician or a licensed mental health professional stating that the student cannot attend school is a valid excuse.
- b. The following reasons shall be sufficient to constitute excused absences:
 - (1) Illness.
 - (2) Serious illness in the student's immediate family.
 - (3) A death or funeral in the student's immediate family or of a close friend or relative.
 - (4) Medical, dental, or orthodontic treatment, or a counseling

appointment.

- (5) Court appearances occasioned by family or personal action.
- (6) Religious instruction not to exceed three hours in any week.
- (7) Physical emergencies such as fire, flood, storm, etc.
- (8) Official school field trip or other school-sponsored activity.
- (9) Removal of a student pursuant to a suspension. Suspensions are to be handled as excused absences and students will be permitted to complete make-up work.
- (10) Active duty in any military branch of the United States.
- (11) A student's condition that requires ongoing treatment for a mental health diagnosis.
- (12) Other reasons as deemed necessary by the parents or guardians. These absences beyond 5 days in a school year require consultation with and approval from the building principal.

c. Consequences of Excused Absences

- (1) Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.
- (2) Work missed because of absence must be made up within two school days from the date of the student's return to school. However, the classroom teacher or the building principal may extend the time allowed for completion of make-up work in the case of an extended absence or other extenuating circumstances.

2. Unexcused Absences

- a. The following are examples of absences which will not be excused:
- (1) Truancy. An absence by a student which was not approved by the parent and/or the school district.
 - (2) Any absence in which the student failed to comply with any reporting requirements of the school district's attendance

procedures.

- (3) Work at home.
- (4) Work at a business, except under a school-sponsored work release program.
- (5) Absences resulting from cumulated unexcused tardies ~~(3 tardies equal one unexcused absence).~~
- (6) Any other absence not included under the attendance procedures set out in this policy.

b. Consequences of Unexcused Absences

- (1) Absences resulting from official suspension will be handled in accordance with the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56.
- (2) Days during which a student is suspended from school shall not be counted in a student's total cumulated unexcused absences.
- (3) In cases of recurring unexcused absences, the administration may also request the county attorney to file a petition with the juvenile court, pursuant to Minnesota statutes.

C. Tardiness

1. Definition: Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness.

2. Procedures for Reporting Tardiness

- a. Students tardy at the start of school must report to the school office for an admission slip.
- b. Tardiness between periods will be handled by the teacher.

3. Excused Tardiness

Valid excuses for tardiness are:

- a. Illness.
- b. Serious illness in the student's immediate family.

- c. A death or funeral in the student's immediate family or of a close friend or relative.
- d. Medical treatment or appointment.
- d. Court appearances occasioned by family or personal action.
- e. Physical emergency conditions such as fire, flood, storm, etc.
- f. Any tardiness for which the student has been excused in writing by an administrator or faculty member.

4. Unexcused Tardiness

- a. An unexcused tardiness is failing to be in an assigned area at the designated time class period commences without a valid excuse.

D. Participation in Extracurricular Activities and School-Sponsored On-the-Job Training Programs

- 1. This policy applies to all students involved in any extracurricular activity scheduled either during or outside the school day and any school-sponsored on-the-job training programs.
- 2. School-initiated absences will be accepted and participation permitted.
- 3. A student may not participate in any activity or program if he or she has an unexcused absence from any class during the day.
- 4. If a student is suspended from any class, he or she may not participate in any activity or program that day.
- 5. If a student is absent from school due to medical reasons, he or she must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.
- 6. Absences of one-half day or more prohibits students from participating that day in a Minnesota State High School League (MSHSL) competition. Certain exceptions, as outlined by MSHSL policy, are allowed at the school's discretion.

III. DISSEMINATION OF POLICY

Copies of this policy shall be made available to all students and parents at the commencement of each school year. This policy shall also be available upon request in each principal's office.

IV. REQUIRED REPORTING

A. Continuing Truant

Minn. Stat. § 260A.02 provides that a continuing truant is a student who is subject to the compulsory instruction requirements of Minn. Stat. § 120A.22 and is absent from instruction in a school, as defined in Minn. Stat. § 120A.05, without valid excuse within a single school year for:

1. Three days if the child is in elementary school; or
2. Three or more class periods on three days if the child is in middle school, junior high school, or high school.

B. Reporting Responsibility

When a student is initially classified as a continuing truant, Minn. Stat. § 260A.03 provides that the school attendance officer or other designated school official shall notify the student's parent or legal guardian, by first class mail or other reasonable means, of the following:

1. That the child is truant;
2. That the parent or guardian should notify the school if there is a valid excuse for the child's absences;
3. That the parent or guardian is obligated to compel the attendance of the child at school pursuant to Minn. Stat. § 120A.22 and parents or guardians who fail to meet this obligation may be subject to prosecution under Minn. Stat. § 120A.34;
4. That this notification serves as the notification required by Minn. Stat. § 120A.34;
5. That alternative educational programs and services may be available in the child's enrolling or resident district;
6. That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the child's truancy;
7. That if the child continues to be truant, the parent and child may be subject to juvenile court proceedings under Minn. Stat. Ch. 260;
8. That if the child is subject to juvenile court proceedings, the child may be subject to suspension, restriction, or delay of the child's driving privilege pursuant to Minn. Stat. § 260C.201; and

9. That it is recommended that the parent or guardian accompany the child to school and attend classes with the child for one day.

C. Habitual Truant

1. A habitual truant is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days per school year if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school, or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days per school year and who has not lawfully withdrawn from school.
2. A school district attendance officer shall refer a habitual truant child and the child's parent or legal guardian to appropriate services and procedures, under Minn. Stat. Ch. 260A.

Legal References: Minn. Stat. § 120A.05 (Definitions)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 120A.34 (Violations; Penalties)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 260A.02 (Definitions)
Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)
Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)
Goss v. Lopez, 419 U.S. 565, 95 S.Ct. 729 (1975)
Slocum v. Holton Board of Education, 429 N.W.2d 607 (Mich. App. Ct. 1988)
Campbell v. Board of Education of New Milford, 475 A.2d 289 (Conn. 1984)
Hamer v. Board of Education of Township High School District No. 113, 66 Ill. App.3d 7, 383 N.E.2d 231 (1978)
Gutierrez v. School District R-1, 585 P.2d 935 (Co. Ct. App. 1978)
Knight v. Board of Education, 38 Ill. App. 3d 603, 348 N.E.2d 299 (1976)
Dorsey v. Bale, 521 S.W.2d 76 (Ky. 1975)

Cross References: Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Adopted: 9/24/2015
Reviewed: 9/10/2015/12/2018
Revised:
Rescinds:

Burnsville-Eagan-Savage School District Policy 504

504 STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
1. Clothing appropriate for the weather.
 2. Clothing that does not create a health or safety hazard.
 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
1. ~~“Short shorts,” skimpy tank tops~~ Tops that expose the midriff, cleavage, and other clothing such as shorts that ~~is not in keeping with community standards~~ expose undergarments.
 2. Clothing bearing a message that is lewd, vulgar, or obscene.
 3. Apparel promoting products or activities that are illegal for use by minors.
 4. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry (including sports apparel) communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in Burnsville-Eagan-Savage School District Policy 413.

- 5. Any apparel or footwear that would damage school property.
- D. Headwear and outerwear are not allowed in the building except with the approval of the building principal.
- E. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, or do not advocate violence or harassment against others.

III. DEFINITIONS

- A. “Gang,” as defined in this policy, means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity.
- B. “Pattern of gang activity” means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.

IV. PROCEDURES

- A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

Legal References: U. S. Const., amend. I
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
B.W.A. v. Farmington R-7 Sch. Dist., 554 F.3d 734 (8th Cir. 2009)
Lowry v. Watson Chapel Sch. Dist., 540 F.3d 752 (8th Cir. 2008)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)

B.H. ex rel. Hawk v. Easton Area School Dist., 725 F.3d 293 (3rd Cir. 2013)
D.B. ex rel. Brogdon v. Lafon, 217 Fed.Appx. 518 (6th Cir. 2007)
Hardwick v. Heyward, 711 F.3d 426 (4th Cir. 2013)
Madrid v. Anthony, 510 F.Supp.2d 425 (S.D. Tex. 2007)
McIntire v. Bethel School, Indep. Sch. Dist. No. 3, 804 F.Supp. 1415 (W.D. Okla. 1992)
Hicks v. Halifax County Bd. of Educ., 93 F.Supp.2d 649 (E.D. N.C. 1999)
Olesen v. Bd. of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820 (N.D. Ill. 1987)

Cross References: Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention)



Future Ready. Community Strong.

**Agenda IV.A.8.
April 12, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Dave Watkins, Assistant Superintendent

Date: April 5, 2018

Re: Policies 506: *Student Discipline*; 507: *Corporal Punishment*; 512: *School Sponsored Student Publications and Activities*; 517: *Student Recruiting*; and 531: *The Pledge of Allegiance*

Recommendation: Approve no changes to Policies 506: *Student Discipline*; 507: *Corporal Punishment*; 512: *School Sponsored Student Publications and Activities*; 517: *Student Recruiting*; and 531: *The Pledge of Allegiance*.

The policies were reviewed by the Policy Review Committee on March 6, 2018. All policies will be reviewed every 3-5 years.

Adopted: 5/04
Reviewed: 3/9/2017/12/2018
Revised: 3/23/2017
Rescinds: JFC

Burnsville-Eagan-Savage School District Policy 506

506 STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that the school district's work toward its mission of providing an exemplary educational program to its students is not interrupted. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked to the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56.

In view of the foregoing and in accordance with Minn. Stat. § 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members, and such other individuals and organizations as

appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

- A. The School Board. The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent. The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.
- C. Principal. The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers. All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.
- F. Parents or Legal Guardians. Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice.

They are expected to cooperate with school authorities and to participate regarding the behavior of their children.

- G. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

IV. STUDENT RIGHTS

All students have the right to an education and the right to learn.

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies, and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and comply with federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;

- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; 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 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 unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
 - 2. The use of profanity or obscene language, or the possession of obscene materials;
 - 3. Gambling, including, but not limited to, playing a game of chance for stakes;
 - 4. Violation of the school district's Hazing Prohibition Policy;
 - 5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
 - 6. Violation of the school district's Student Attendance Policy;
 - 7. Opposition to authority using physical force or violence;

8. Using, possessing, or distributing tobacco, e-cigarettes, tobacco paraphernalia, or tobacco related devices;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;

21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Use of devices or objects to cause distractions or facilitate cheating;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district's Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;
33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of electronic devices or other technology to accomplish this end;

35. Impertinent or disrespectful language toward teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating, or that degrades other people;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
45. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

VII. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within

the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with teacher, principal, counselor, or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent contact;
- D. Parent conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police, other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under the Pupil Fair Dismissal Act;
- Q. Preparation of an admission or readmission plan;

- R. Expulsion under the Pupil Fair Dismissal Act;
- S. Exclusion under the Pupil Fair Dismissal Act; and/or
- T. Other disciplinary action as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

- A. The teacher of record shall have the general control and governance of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as outlined in the Student/Parent Handbook.. “Removal from class” and “removal” mean any actions taken by an authorized school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher’s ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which in the discretion of the teacher or administration requires removal of the student from class.

Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the parent or guardian of the student’s tenth removal from class and make reasonable attempts to convene a meeting with the student’s parent or guardian to discuss the problem that is causing the student to be removed from class.

IX. DISMISSAL

- A. “Dismissal” means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion, and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;
2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Suspension Procedures

1. "Suspension" means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.
2. If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the pupil's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

3. Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.
5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the pupil to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.
6. The school administration shall not suspend a student from school without an informal administrative conference with the student. Effort will be made to include parent or guardian in the administrative conference. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which

case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

7. After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, petition the juvenile court that the student is in need of services under Minn. Stat. Ch. 260C.
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect, and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference.
9. The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§121A.40-121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.
5. The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail, and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE).
6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent, or guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student, parent, or guardian and shall be closed, unless the student, parent, or guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.
10. If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and the parent or guardian providing them with access to and/or copies of the student's records.

11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent or guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent or guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent or guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minn. Stat. § 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.

19. The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

X. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parental involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

XII. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

XIII. STUDENTS WITH DISABILITIES

- A. Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

- B. Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parent shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was
1. caused by or had a direct and substantial relationship to the child's disability and
 2. whether the child's conduct was a direct result of a failure to implement the child's IEP.
- C. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise.
- D. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.
- E. School personnel may order a change in the placement of a student with a disability for the same amount of time that a student without a disability would be subject to discipline, but not to exceed 45 school days, if a student with a disability:
1. carries or possesses a weapon; or
 2. knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance; or
 3. inflicts serious bodily harm upon another person;

while on school transportation, at school, on school premises, or at a school function.

The IEP team must include services and modifications designed to address the misbehavior which led to the placement in an interim alternative educational setting, expulsion, or exclusion, and modifications designed to address the behavior that gave rise to the 45-day placement.

- F. When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to

provide special education and related services during the period of expulsion or exclusion.

XIV. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. § 124D.03) or Enrollment in Nonresident District (Minn. Stat. § 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. Stat. Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XV. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy through the Independent School District 191 Student/Parent Handbook or in such a manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XVI. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Reasonable Force)
Minn. Stat. §§ 121A.60-121A.61 (Removal From Class)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch.125A (Students With Disabilities)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)

Minn. Stat. § 152.23 (Medical Cannabis; Limitations)

Minn. Stat. Ch. 260A (Truancy)

Minn. Stat. Ch. 260C (Juvenile Court Act)

20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)

29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)

34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References: Burnsville-Eagan-Savage School District Policy 413 (Harassment and Violence)
Burnsville-Eagan-Savage School District Policy 417 (Chemical Use and Abuse)
Burnsville-Eagan-Savage School District Policy 419 (Tobacco Free Environment)
Burnsville-Eagan-Savage School District Policy 501 (School Weapons)
Burnsville-Eagan-Savage School District Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
Burnsville-Eagan-Savage School District Policy 503 (Student Attendance)
Burnsville-Eagan-Savage School District Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition Policy)
Burnsville-Eagan-Savage School District Policy 524 (Internet Acceptable Use and Safety Policy)
Burnsville-Eagan-Savage School District Policy 525 (Violence Prevention)
Burnsville-Eagan-Savage School District Policy 526 (Hazing Prohibition)
Burnsville-Eagan-Savage School District Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
Burnsville-Eagan-Savage School District Policy 610 (Field Trips)
Burnsville-Eagan-Savage School District Policy 709 (Student Transportation Safety Policy)
Burnsville-Eagan-Savage School District Policy 711 (Video Recording on School Buses)
Burnsville-Eagan-Savage School District Policy 712 (Video Surveillance Other Than on Buses)

Adopted: 12/3/2015
Reviewed: [11/19/2015/12/2018](#)
Revised:
Rescinds:

Burnsville-Eagan-Savage School District Policy 507

507 CORPORAL PUNISHMENT

I. PURPOSE

The purpose of this policy is to describe limitations on corporal punishment of students.

II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall cause corporal punishment to be inflicted upon a student to reform unacceptable conduct or as a penalty for unacceptable conduct. As used in this policy, the term “corporal punishment” means conduct involving hitting or spanking a person with or without an object, or unreasonable physical force that causes bodily harm or substantial emotional harm.

III. EXCEPTIONS

A teacher or school principal may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another. Other school district employees, school bus drivers, or other agents of a school district may use reasonable force when necessary under the circumstances to restrain a student or prevent bodily harm or death to another.

IV. VIOLATION

Employees who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies. Violation of this policy may also result in civil or criminal liability for the employee.

Legal References: Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 123B.25 (Actions Against Districts and Teachers)
Minn. Stat. § 609.06 Subd. 1 (6)(7) (Authorized Use of Force)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Adopted: 9/24/2015
Reviewed: [9/10/2015/12/2018](#)
Revised
Rescinds:

Burnsville-Eagan-Savage School District Policy 512

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of official school publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

- A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in an official student publication or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 - 1. Students producing official school publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.
 - 2. Official school publications may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by electronic means and/or means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.
- B. "Official school publications" means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as a part of the curriculum.

- C. “Obscene to minors” means:
1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- D. “Minor” means any person under the age of eighteen (18).
- E. “Material and substantial disruption” of a normal school activity means:
1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, “material and substantial disruption” is defined as any disruption which interferes with or impedes the implementation of that program.
 2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) “material and substantial disruption” is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.
- In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.
- F. “School activities” means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.
- G. “Libelous” is a false and unprivileged statement about a specific individual that tends to harm the individual’s reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

- A. Expression in an official school publication or school-sponsored activity is prohibited when the material:
1. is obscene to minors;
 2. is libelous or slanderous;
 3. advertises or promotes any product or service not permitted for minors by law;
 4. encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
 5. expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
 6. is distributed or displayed in violation of time, place, and manner regulations.
- B. Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content so long as the school district's actions are reasonably related to legitimate pedagogical concerns. These may include, but are not limited to, the following:
1. assuring that participants learn whatever lessons the activity is designed to teach;
 2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
 3. assuring that the views of the individual speaker are not erroneously attributed to the school;
 4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;
 5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
 6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.
- C. Time, Place, and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed and/or by electronic means approved by district administration.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways, and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

Legal References:

U. S. Const., amend. I

Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)

Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)

Morse v. Frederick, 551 U.S. 393, 127 S.Ct. 2618, 168 L.Ed.2d 290 (2007)

Cross References:

Burnsville-Eagan-Savage School District Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)

Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)

Burnsville-Eagan-Savage School District Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Adopted: 4/1981
Reviewed: ~~10/8/2015~~12/2018
Revised: 10/22/2015
Rescinds: IGDK

Burnsville-Eagan-Savage School District Policy 517

517 STUDENT RECRUITING

I. PURPOSE

The purpose of this policy is to prevent school district employees from exerting undue influence for purposes of securing or retaining the attendance of a student in a school.

II. GENERAL STATEMENT OF POLICY

- A. The school district encourages employees to make available to all interested people information regarding the school district, its schools, programs, policies, and procedures. The purpose of such activity is to assist in the process of fully informed decision making regarding school enrollment and to enhance the visibility and image of the school district.
- B. At the same time, the school district recognizes that the scope of such activity is limited by statutory authority and bylaws of the Minnesota State High School League. Accordingly, a violation of this policy occurs when employees exert undue influence for purposes of securing or retaining the attendance of a student in a school or to compete with another school district for the enrollment of students.
- C. Employees are further prohibited from encouraging others to engage in such conduct on behalf of the school district.

III. DEFINITION

- A. The terms, “undue influence” or “competing for enrollment,” shall include initiating any oral or written contact with a student from another school district who participates in a school-sponsored sport or activity which solicits the student’s transfer to participate in a sport or activity.
- B. The terms shall also include the awarding of tuition, allowance for board and/or room, allowance for transportation, priority in assignments of jobs, cash or gifts in any form, or any other privilege or consideration if not similarly available to all students.

IV. PROCEDURES

- A. The school board shall adopt, by resolution, specific standards for acceptance and rejection of applications for open enrollment. Standards may include the capacity of a program, class, school building, or the statutory limits to nonresident

enrollment in a particular grade level, or whether the student is currently expelled for (1) possessing a dangerous weapon, as defined under federal law, at a school or school function; (2) possession or using an illegal drug at school or at a school function; (3) selling or soliciting the sale of a controlled substance while at school or at a school function; or committing a first, second or third degree assault as described in state law. Standards for acceptance and rejection of open-enrollment applications are subject to the Graduation Incentives Program and may not include previous academic achievement, athletic or other extracurricular ability, disabling conditions, proficiency in the English language, previous disciplinary proceedings, or the student's district of residence.

- B. Employees who violate the provisions of the policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, school district policies, and the bylaws of the Minnesota High School League, as applicable.

Legal References: Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.68 (Graduation Incentives Program)
Minnesota State High School League Bylaws

Cross References: Burnsville-Eagan-Savage School District Policy 509 (Enrollment of Nonresident Students)
MSBA Service Manual, Chapter 10, Minnesota State High School League (MSHSL)

Adopted: 8/03
Reviewed: ~~10/14~~12/2018
Revised: 10/14
Rescinds: INC

531 THE PLEDGE OF ALLEGIANCE

I. PURPOSE

The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

II. GENERAL STATEMENT OF POLICY

Students in this school district shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. The recitation shall be conducted:

- A. By each individual classroom teacher or the teacher's surrogate; or
- B. Over a school intercom system by a person designated by the school principal or other person having administrative control over the school.

III. EXCEPTIONS

Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person's right to make the choice to not recite the pledge.

IV. INSTRUCTION

Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises. Participation in the pledge is optional, those who wish to participate may stand and others may remain seated.

Legal References: Minn. Stat. § 121A.11, Subd. 3 (Pledge of Allegiance)
Minn. Stat. § 121A.11, Subd. 4 (Instruction)

Cross References:



**Agenda IV.A.9.
April 12, 2018**

**To: Members, Board of Education
Superintendent Amoroso**

From: Lisa K. Rider, Executive Director of Business Services

Date: April 12, 2018

Re: Change Order #2 for the Miscellaneous Pavement Alterations Project.

RECOMMENDATION: That the Board of Education approves Change Order #2 for the Miscellaneous Pavement Alterations Project in the amount of \$11,461.12.

On March 23, 2017 the School Board approved the bid for the Miscellaneous Pavement Alterations Project for the Burnsville High School. This project is to create an ADA compliant path from the east tennis court parking lot to the science addition.

Change order #2 is an addition in the amount of \$11,461.12. Items on this change order include: The extension of an optical fiber line to the east side ticket booth for future IP security cameras.

The removal and replacement of 8 linear foot of concrete curb and gutter that was in bad condition (this area was where the WENCK job trailer was located next to the Annex during construction).

Lowering of electrical lines that were in the way of the new path to meet ADA elevations going to the high school.

Making necessary corrections to a buried gate valve that was discovered during reconstruction of the pavement area outside of door number 24.

Re-establishing irrigation to the grassy area on the north side of the football field and time to sort out wiring from a now known abandoned irrigation system.

Removal of the gravel and re-sodding the temporary path established for students during the construction phase.

Provide additional asphalt between the fence at the running track and the bituminous walking path in lieu of grass for ease of maintenance.

The last item on this change order is a reduction due to splitting the cost of additional IP security cameras that are being installed to view the east tennis court parking lot.

This project is complete and this is the final change order for this project.

The items on this change order have been reviewed and validated by ATS&R Architects and Engineers.



AIA Document G701™ – 2017

Change Order

16072.1

PROJECT: *(Name and address)*
Burnsville High School
Miscellaneous Pavement Alterations
Burnsville, Minnesota

CONTRACT INFORMATION:
Contract For: Site Development
Date: March 23, 2017

CHANGE ORDER INFORMATION:
Change Order Number: 002
Date: March 19, 2018

OWNER: *(Name and address)*
ISD 191 Burnsville Eagan Savage
200 West Burnsville Parkway
Burnsville, MN 55337

ARCHITECT: *(Name and address)*
Armstrong, Torseth, Skold & Rydeen, Inc.
8501 Golden Valley Road, Suite 300
Minneapolis, MN 55427

CONTRACTOR: *(Name and address)*
Minnesota Roadways Company, Inc.
4370 Valley Industrial Boulevard
South
Shakopee, MN 55379

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- Item #1 - Time and Materials to Extend Optic Line to the East Ticket Booth per the Owner's Request
Refer to RFCOP #1, Item 1 (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Item 1a.
ADD \$1,311.59
- Item #2 - Time and Materials to Remove and Replace an Additional 8 Lineal Feet of Concrete Curb and Gutter
Refer to RFCOP #1, Item 2 (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Item 2a.
ADD \$429.02
- Item #3 - Time and Materials to Remove/Replace/Lower/Reinstall (4) Discovered and Unidentified Electrical Lines
Refer to RFCOP #1, Item 3.a (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Item 3a.
ADD \$4,782.95
- Item #4 - Time and Materials to Make Necessary Corrections to the Buried Gate Valve Discovered by Door No. 24
Refer to RFCOP #1, Item 3.b (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Item 3b.
ADD \$1,695.19
- Item #5 - Time and Materials to Make Necessary Corrections to Existing Irrigation, Irrigation Lines, Sleeving and Provide New Irrigation Sleeving
Refer to RFCOP #1, Items 3c, d and e (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Items 3c, d and e.
ADD \$1,940.27
- Item #6 - Time and Materials to Investigate Discovered Irrigation Wiring Bundle and to Excavate and Terminate Irrigation Wiring
Refer to RFCOP #1, Item 3f (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Item 3f.
ADD \$547.31
- Item #7 - Time and Materials to Remove Gravel, Add Topsoil and Sod for Temporary Student Path at Northeast Parking Lot/Ticket Booth
Refer to RFCOP #1, Item 3g (dated 06/26/17) and Minnesota Roadways Company RFCOP #1, Item 3g.
ADD \$1,440.51
- Item #8 - Provide Additional Bituminous Pavement Area behind Stadium Fence and Along Student Path
Refer to RFCOP #2 (dated 08/15/17) and Minnesota Roadways Company RFCOP #2.
ADD \$497.46
- Item #9 - Contractor and Owner Agreed to Split the Cost of Electro-Watchman Quote to Complete Camera Connections and Programming

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User Notes:

(3B9ADA2D)

Refer to Electro-Watchman, Inc. quote (dated 02/22/18).

DEDUCT (\$1,183.18)

TOTAL ADD THIS CHANGE ORDER: \$11,461.12

The original Contract Sum was	\$	169,145.00
The net change by previously authorized Change Orders	\$	13,695.00
The Contract Sum prior to this Change Order was	\$	182,840.00
The Contract Sum will be increased by this Change Order in the amount of	\$	11,461.12
The new Contract Sum including this Change Order will be	\$	194,301.12

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be UNCHANGED.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Armstrong, Torseth, Skold & Rydeen, Inc.

Minnesota Roadways Company, Inc.

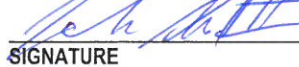
ISD 191 Burnsville Eagan Savage

ARCHITECT (Firm name)

CONTRACTOR (Firm name)

OWNER (Firm name)





SIGNATURE

Mark G. Hayes, AIA, Partner

John Nemec III
Project Mgr.

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

MARCH 20, 2018
DATE

March 21, 2018
DATE

DATE



**Agenda V.A.
April 12, 2018**

To: Board of Education
Cindy Amoroso, Superintendent

From: Doug Johnson, Director of Technology

Date: April 5, 2018

Re: Approve, on a First Reading Basis, Changes to Policy 524: Internet Acceptable Use and Safety Policy

Recommendation: Approve, on a first reading basis, changes to Policy 524: *Internet Acceptable Use and Safety Policy*.

Summary of changes to Policy 524: language updated to reflect digital resources and devices as opposed to computers, internet, and electronic communications which are dated. Technology is no longer nice to have but is a learning tool. Families and school need to work together to leverage those learning tools to best serve the needs of each student.

Policy 524 was reviewed by the Technology Committee on January 30, 2018 and the Policy Review Committee on March 6, 2018.

Adopted: 3/97
Reviewed: May 2017
Revised: 5/26/2016
Revised 3/7/2018
Rescinds: IIBG and IIBG-E

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

I. PURPOSE

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and the acceptable and safe use of the Internet ~~including electronic communications and other digital resources~~. This policy also applies to the use of personally owned computing devices when used in school and on school networks and on non-school networks during school.

II. GENERAL STATEMENT OF POLICY

In making decisions regarding student and employee access to the school district ~~computer system and the Internet, including electronic communications~~ digital resources the school district considers its own stated educational mission, goals, and objectives. ~~Electronic information research skills~~ Digital literacy skills are now fundamental to preparation of citizens and future employees. Access to the school district digital resources ~~computer system and to the Internet~~ enables students and employees to explore thousands of libraries, databases, expert opinions, ~~bulletin boards~~, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of digital resources ~~the school district computer system~~, student-owned communication devices, and the Internet throughout the curriculum and will provide guidance and instruction to students in their use as part of the mandated curriculum. Students will recognize that responsibility for positive uses of digital resources belongs to them.

III. LIMITED EDUCATIONAL PURPOSE

The school district is providing students and employees with access to the school's digital resources ~~district computer system~~, which includes Internet access. The purpose of the resources system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the resources system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access and other digital resources through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

IV. USE OF DIGITAL RESOURCES SYSTEM

Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

V. UNACCEPTABLE USES

A. The following uses of the school district digital resources ~~system and Internet resources or accounts~~ are considered unacceptable:

1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
 - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
 - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
 - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
 - d. information or materials that could cause damage or danger of disruption to the educational process;
 - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
 - f. Users will not use external proxy servers or other means of bypassing the district's Internet content filter to gain access to these materials.
2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.

4. Users will not use digital resources ~~the school district system~~ to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not use the school district system in such a way as to disrupt the use of the system by other users.
5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use digital resources ~~the school district system~~ to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
 - a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or guardians or other staff members related to students).
 - b. Employees creating or posting school-related web pages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
 - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent or guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
 - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a

parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. The district may set up user accounts for students in commercial products in which the user agreement follows COPPA compliance. Vetting of such products is to be done at the district level.
 7. Users must keep all account information and passwords on file with the designated school district official. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
 8. Users will not use digital resources ~~the school district system~~ to violate copyright laws or usage licensing agreements, or otherwise to use another person's property without the person's prior approval or proper citation, including the downloading or exchanging of ~~pirated non-licensed~~ software or media or copying software or media to or from any school computer. Users will give proper attribution to ~~will not plagiarize~~ works in all media they find on the Internet.
 9. Users will not use the school digital resources ~~district system~~ for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. ~~Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.~~
 10. Users will use the school district system in respectful ways and will not engage in bullying or cyberbullying in violation of the school district's Bullying Prohibition Policy 514. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as

other school district policies. Examples of such violations include, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.

- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.
- D. Students and employees using privately-owned electronic devices must follow the policy stated in this document while on school property, attending any school-sponsored activity, or using the [school] network.

VI. FILTER

- A. With respect to any of its devices ~~computers~~ with Internet access, the school district may ~~will~~ monitor the online activities of both minors and adults and employ technology protection measures during any use of such devices ~~computers~~ by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
 - 1. Obscene;
 - 2. Child pornography; or
 - 3. Harmful to minors.

The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

- a. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or

- b. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
 - d. Can be considered hate speech (as defined by law).
 - e. Can be considered a recruiting tool for radical organizations (as defined by law)..
- B. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
 - C. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
 - D. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.
 - E. The school district may create filtering policies specific to groups using defined processes.

VII. CONSISTENCY WITH OTHER SCHOOL POLICIES

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

VIII. LIMITED EXPECTATION OF PRIVACY

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted only if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.

- D. ~~Parents or guardians have the right at any time to investigate or review the contents of their child's files and email files. *Parents or guardians have the right to request the termination of their child's individual account at any time.* [Note: This needs discussion since digital resources such as the LMS are essential for meeting instructional needs.]~~
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and email files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be subject to review, disclosure or discovery under Minn. Stat. Ch. 13 (the Minnesota Government Data Practices Act).
- F. ~~The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.~~

IX. DIGITAL RESOURCES ~~INTERNET~~ USE AGREEMENT

- A. The proper use of digital resources including the Internet, and the educational value to be gained from proper ~~Internet~~ digital resource use, is the joint responsibility of students, parents or guardians, and employees of the school district.
- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. Annually, a building administrator, principal or designated staff member is responsible to inform students of policies and guidelines for access to the school district computer system and acceptable and safe use of the internet, including all electronic communications.

X. LIMITATION ON SCHOOL DISTRICT LIABILITY

Use of the school district digital resources system is at the user's own risk. The system is provided on an "as is, as available" basis. The school district will not be responsible for any damage users may suffer, including, but not limited to, loss, damage, or unavailability of data stored on any media or contracted service, including but not limited to, hard drives, servers, or cloud-based applications or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be

responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

XI. USER NOTIFICATION

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:
 - 1. Notification that Internet use is subject to compliance with school district policies.
 - 2. Disclaimers limiting the school district's liability relative to:
 - a. Information stored on school district diskettes, hard drives, servers, or officially contracted vendor applications.
 - b. Information retrieved through school district computers, networks, or online resources.
 - c. Personal property used to access school district computers, networks, or online resources.
 - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
 - 3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
 - 4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
 - 5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents or guardians.
 - 6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
 - 7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school

disciplinary action may be taken and/or appropriate legal action may be taken.

8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

XII. PARENTS OR GUARDIANS' RESPONSIBILITY; NOTIFICATION OF STUDENT INTERNET USE

- A. Outside of school, parents or guardians bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents or guardians are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.
- B. *Parents or guardians will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents or guardians the option to request alternative activities not requiring Internet access.* This notification should include:
 1. A copy of the user notification form provided to the student user.
 2. A description of parent/guardian responsibilities.
 3. ~~A notification that the parents or guardians have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.~~
 4. A statement that the school district's acceptable use policy is available for parental review.

XIII. IMPLEMENTATION; POLICY REVIEW

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy for submission to the school board for approval. Upon approval by the school board, such guidelines, forms, and procedures shall be an addendum to this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.

- D. Because of the rapid changes in the development of the Internet, the school board shall conduct an annual review of this policy.

Legal References: 15 U.S.C. § 6501 *et seq.* (Children’s Online Privacy Protection Act)
17 U.S.C. § 101 *et seq.* (Copyrights)
20 U.S.C. § 6751 *et seq.* (Enhancing Education through Technology Act of 2001)
47 U.S.C. § 254 (Children’s Internet Protection Act of 2000 (CIPA))
47 C.F.R. § 54.520 (FCC rules implementing CIPA)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 125B.15 (Internet Access for Students)
Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
United States v. Amer. Library Assoc., 539 U.S. 194, 123 S.Ct. 2297, 56 L.Ed.2d 221 (2003)
Doninger v. Niehoff, 527 F.3d 41 (2nd Cir. 2008)
R.S. v. Minnewaska Area Sch. Dist. No. 2149, No. 12-588, 2012 WL 3870868 (D. Minn. 2012)
Tatro v. Univ. of Minnesota, 800 N.W.2d 811 (Minn. App. 2011), *aff’d* on other grounds 816 N.W.2d 509 (Minn. 2012)
S.J.W. v. Lee’s Summit R-7 Sch. Dist., 696 F.3d 771 (8th Cir. 2012)
Kowalski v. Berkeley County Sch., 652 F.3d 656 (4th Cir. 2011)
Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3rd Cir. 2011)
Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist., 853 F.Supp.2d 888 (W.D. Mo. 2012)
M.T. v. Cent. York Sch. Dist., 937 A.2d 538 (Pa. Commw. Ct. 2007)
J.S. v. Bethlehem Area Sch. Dist., 807 A.2d 847 (Pa. 2002)

Cross References: Burnsville-Eagan-Savage School District Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
Burnsville-Eagan-Savage School District Policy 406 (Public and Private Personnel Data)
Burnsville-Eagan-Savage School District Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
Burnsville-Eagan-Savage School District Policy 506 (Student Discipline)
Burnsville-Eagan-Savage School District Policy 514 (Bullying Prohibition Policy)
Burnsville-Eagan-Savage School District Policy 515 (Protection and Privacy of Pupil Records)
Burnsville-Eagan-Savage School District Policy 519 (Interviews of Students by Outside Agencies)
Burnsville-Eagan-Savage School District Policy 521 (Student Disability Nondiscrimination)

Burnsville-Eagan-Savage School District Policy 522 (Student Sex Nondiscrimination)
Burnsville-Eagan-Savage School District Policy 603 (Curriculum Development)
Burnsville-Eagan-Savage School District Policy 604 (Instructional Curriculum)
Burnsville-Eagan-Savage School District Policy 606 (Textbooks and Instructional Materials)
Burnsville-Eagan-Savage School District Policy 806 (Emergency Operations Policy)
Burnsville-Eagan-Savage School District Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)



Burnsville Eagan Savage School District #191

2017-2018 Presentation

Presented By: Chase Ambrosia





Medical Benefits



Self Funded Medical

	Current	Renewal	Renewal Options		OneDigital Underwriting	
	PreferredOne PIC	PreferredOne PIC	PreferredOne PIC	PreferredOne PIC	PreferredOne PIC	
Current Enrollment						
Single	595	595	595	595	595	595
Family	584	584	584	584	584	584
Total Enrollment	1,179	1,179	1,179	1,179	1,179	1,179
Total Members	2,804	2,804	2,804	2,804	2,804	2,804
Fixed Costs						
Stop-Loss Coverage Contract	12/18	12/18	12/18	12/18	12/18	12/18
Aggregating Specific	\$0	\$0	\$225,000	\$0	\$250,000	\$0
Specific Individual Deductible	\$225,000	\$225,000	\$225,000	\$250,000	\$250,000	\$225,000
Single	\$23.19	\$34.79	\$27.09	\$31.31	\$23.67	\$34.79
Family	\$58.20	\$87.32	\$67.99	\$79.53	\$60.13	\$87.32
Total Annual Specific Premium:	\$573,194	\$859,966	\$669,606	\$780,559	\$590,137	\$859,966
Aggregate Premium - PEPM						
Total Annual Aggregate Premium:	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Annual Reinsurance Premium:	\$583,194	\$869,966	\$679,606	\$790,559	\$600,137	\$869,966
Administration Services						
Medical Administration						
Single	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Family	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Fitness Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EAP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nurse Line	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cancer, Low Back, Network Fee, Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Onsite Clinic Funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACA Reinsurance Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACA HCR Research Fee	\$0.47	\$0.47	\$0.47	\$0.47	\$0.47	\$0.47
Consulting Fee	\$4.33	\$4.33	\$4.33	\$4.33	\$4.33	\$4.33
Subtotal PEPM Per Tier:						
Single	\$26.80	\$26.80	\$26.80	\$26.80	\$26.80	\$26.80
Family	\$26.80	\$26.80	\$26.80	\$26.80	\$26.80	\$26.80
Annual Administration Cost	\$379,036	\$379,036	\$379,036	\$379,036	\$379,036	\$379,036
Total Annual Fixed Cost	\$962,230	\$1,249,003	\$1,058,642	\$1,169,595	\$979,174	\$1,249,003
Difference To Current Fixed Costs		29.80%	10.02%	21.55%	1.76%	29.80%
Estimated Expected Claims Cost						
Plan 1						
Single	\$572.59	595	\$644.10	\$644.10	\$647.58	3 Year Composite \$1,340.67
Family	\$1,706.31	584	\$1,919.42	\$1,919.42	\$1,927.21	\$1,340.67
Expected Annual Claims	\$16,038,552	1,179	\$18,041,650	\$18,041,650	\$18,121,057	\$18,964,217
Difference To Current Expected Annual Claims			12%	12%	13%	18.24%
Maximum Annual Claims (Attachment Point)	1.12	\$20,206,648	\$20,206,648	\$20,295,584	\$20,295,584	\$21,239,923
	Current	Renewal	Renewal Options		OneDigital Underwriting	
	PreferredOne PIC	PreferredOne PIC	PreferredOne PIC	PreferredOne PIC	PreferredOne PIC	
Expected Grand Total Costs						
Current Contract Expected	\$17,000,782					
Expected Renewal Cost		\$19,290,653	\$19,100,292	\$19,290,653	\$19,100,231	\$20,213,220
Difference To Current Expected		\$2,289,871	\$2,099,510	\$2,289,871	\$2,099,449	\$3,212,438
		13.47%	12.35%	13.47%	12.35%	18.90%
Current Claims Funding						
Current Self Insured Funding	\$18,775,217					
Expected Renewal Cost		\$19,290,653	\$19,100,292	\$19,290,653	\$19,100,231	\$20,213,220
Difference To Current Funding		\$515,435	\$325,075	\$515,435	\$325,014	\$1,438,002
		2.75%	1.73%	2.75%	1.73%	7.66%
Maximum Grand Total Costs						
Maximum Renewal Cost	\$18,925,408	\$21,455,651	\$21,265,290	\$21,465,179	\$21,274,758	\$22,488,926
Difference To Current Maximum		\$2,530,242	\$2,339,882	\$2,539,771	\$2,349,349	\$3,563,517
		13.37%	12.36%	13.42%	12.41%	18.83%

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Medical Underwriting

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	A	B	C	D	E	F	G	H
1	Period		Year 3	Year 2	Current			
2	Average Enrollment					Renewal - Based On Current Claims	Renewal - Based On Weighting 2-Years of Claims	Renewal - Based On Weighting 3-Years Of Claims
3	Single		584	593	595			
4	Employee +1		0	0	0			
5	Employee + Spouse		0	0	0			
6	Employee + Children		0	0	0			
7	Family		594	579	584			
8	Total Enrollment		1177	1173	1179			
9	Enrollment Trend			-0.4%	0.5%			
10	Average Claims Per EE Per Year		\$12,087	\$13,156	\$14,726			
11				8.8%	11.9%			
12	Annual Aggregate Claims		\$14,228,415	\$15,426,625	\$17,358,218			
13	Mature Factor							
14	Enrollment Growth/Shrinkage							
15	Benefit Adjustment		100%	100%	100%			
16	Annualized Claims		\$14,228,415	\$15,426,625	\$17,358,218			
17	Months Of Trend							
18	Medical Trend	10.0%	130.0%	120.0%	110.0%			
19	Next Year's Expected Claims		\$18,496,940	\$18,511,950	\$19,094,040			
20	Reinsurance Margin	112%	112%	112%	112%			
21	Next Year's Maximum Cap		\$20,716,572	\$20,733,384	\$21,385,325			
22	Estimated Claim Factors							
23	Expected Composite Factor		\$1,309.43	\$1,315.61	\$1,349.85			
24	Current Year Claims - Annualized							
25	Expected Composite Factor				\$1,349.85			
26	Next Year's Maximum Cap				\$21,385,325			
27	Difference To Current Maximum Cap				19.1%			
28	Weighting of Claims							
29	2-Year Claims Weighting			25%	75%			
30	Expected Composite Factor			\$328.90	\$1,012.39			
31	Next Year's Maximum Cap				\$21,249,722			
32	Difference To Current Maximum Cap				18.3%			
33	3-Year Claims Weighting		10%	15%	75%			
34	Expected Composite Factor		\$130.94	\$197.34	\$1,012.39			
35	Next Year's Maximum Cap				\$21,239,923			
36	Difference To Current Maximum Cap				18.2%			

Enrollment and claims experience provided by carrier/TPA. Illustrative only, pending receipt of the renewal.

Client Name **Burnsville Eagan Savage School District #191**
 Number of Months: **9**
 Renewal Date: **July 1, 2018**
 Contract Basis: **12/18** **112%**
 Specific Level: **\$225,000**
 Aggregate Level: **\$0**

Month	Expenses											Revenue												
	Enrollment		Claims				Expected Claims		Expected Agg 112%			Costs			Funding		Reserve							
	Total Counts	Total Members	Gross Monthly Medical & RX	Specific SL Monthly Violations	Fitness Claims	Total Monthly Claims	Total Claims YTD	Expected Monthly Funding	YTD Expected Liability	Monthly Claims to Expected	ASL Monthly Funding	YTD Aggregate Liability	Monthly Claims to Aggregate	Monthly Fixed Costs	Benefit Exceptions	YTD Fixed Costs	Total Monthly Fixed and Claims Costs	Total YTD Costs	Monthly Internal Service	YTD Internal Service	Monthly Estimated Reserve	YTD Estimated Reserve	Monthly Total Costs to Funding	
July	1136	2742	\$303,432		\$2,954	\$306,386	\$306,386	\$1,304,620	\$1,304,620	23.3%	\$1,461,174	\$1,461,174	20.8%	\$77,289		\$77,289	\$383,675	\$383,675	\$1,524,935	\$1,524,935	\$1,141,260	\$1,141,260	25.2%	
August	1128	2731	\$1,162,503		\$3,095	\$1,165,598	\$1,165,598	\$1,297,772	\$2,602,391	56.3%	\$1,453,504	\$2,914,678	50.3%	\$76,823		\$154,111	\$1,242,421	\$1,626,096	\$1,516,611	\$3,041,546	\$274,190	\$1,415,450	81.9%	
September	1196	2818	\$1,153,381		\$2,818	\$1,156,199	\$2,628,183	\$1,345,777	\$3,948,169	66.3%	\$1,507,271	\$4,421,949	59.2%	\$80,470		\$234,582	\$1,236,669	\$2,862,765	\$1,576,832	\$4,618,378	\$340,163	\$1,755,613	78.4%	
October	1195	2812	\$1,400,496		\$3,418	\$1,403,914	\$4,032,097	\$1,342,937	\$5,291,106	76.0%	\$1,504,090	\$5,926,039	67.8%	\$80,351		\$314,932	\$1,484,264	\$4,347,029	\$1,573,743	\$6,192,121	\$89,479	\$1,845,092	94.3%	
November	1195	2828	\$1,591,214		\$3,458	\$1,594,672	\$5,626,769	\$1,347,472	\$6,638,578	84.5%	\$1,509,169	\$7,435,208	75.5%	\$80,491		\$395,423	\$1,675,162	\$6,022,192	\$1,578,425	\$7,770,546	(\$96,738)	\$1,748,354	106.1%	
December	1194	2830	\$1,359,629		\$3,518	\$1,363,147	\$6,989,916	\$1,349,167	\$7,987,746	87.3%	\$1,511,067	\$8,946,275	77.9%	\$80,511		\$475,934	\$1,443,658	\$7,465,850	\$1,580,018	\$9,350,563	\$136,360	\$1,884,714	91.4%	
January	1192	2829	\$1,304,723	\$47,224	\$3,815	\$1,261,314	\$8,251,230	\$1,349,156	\$9,336,901	88.1%	\$1,511,054	\$10,457,329	78.7%	\$80,447		\$556,381	\$1,341,762	\$8,807,611	\$1,579,692	\$10,930,256	\$237,931	\$2,122,645	84.9%	
February	1188	2827	\$1,787,605	\$274,249	\$3,455	\$1,516,811	\$9,768,042	\$1,346,865	\$10,683,767	91.2%	\$1,508,489	\$11,965,818	81.4%	\$80,249	\$375	\$636,630	\$1,596,685	\$10,404,297	\$1,576,701	\$12,506,956	(\$19,985)	\$2,102,660	101.3%	
March	1185	2820	\$1,717,946	\$334,412		\$1,383,534	\$11,151,576	\$1,345,148	\$12,028,914	92.5%	\$1,506,565	\$13,472,384	82.6%	\$80,100		\$716,730	\$1,463,634	\$11,867,931	\$1,574,457	\$14,081,413	\$110,822	\$2,213,482	93.0%	
April	0					\$0	\$11,151,576	\$0	\$12,028,914	0.0%	\$0	\$13,472,384	0.0%	\$0		\$716,730	\$0	\$11,867,931	\$0	\$14,081,413	\$0	\$2,213,482	0.0%	
May	0					\$0	\$11,151,576	\$0	\$12,028,914	0.0%	\$0	\$13,472,384	0.0%	\$0		\$716,730	\$0	\$11,867,931	\$0	\$14,081,413	\$0	\$2,213,482	0.0%	
June	0					\$0	\$11,151,576	\$0	\$12,028,914	0.0%	\$0	\$13,472,384	0.0%	\$0		\$716,730	\$0	\$11,867,931	\$0	\$14,081,413	\$0	\$2,213,482	0.0%	
Runout																								
July			\$1,228,053	\$174,269		\$1,053,784	\$12,205,360									\$716,730	\$1,053,784	\$12,921,715		\$14,081,413				
August			\$245,802	\$8,127		\$237,675	\$12,443,035									\$716,730	\$237,675	\$13,159,390		\$14,081,413				
September			\$87,900	\$1,464		\$86,436	\$12,529,471									\$716,730	\$86,436	\$13,245,826		\$14,081,413				
October			\$299,507	\$247,931		\$51,576	\$12,581,047									\$716,730	\$51,576	\$13,297,402		\$14,081,413				
November			\$407,477	\$120,370		\$287,107	\$12,868,154									\$716,730	\$287,107	\$13,584,509		\$14,081,413				
December			\$150,510	\$0		\$150,510	\$13,018,664									\$716,730	\$150,510	\$13,735,019		\$14,081,413				
Totals			\$14,200,178	\$1,208,046	\$26,532	\$13,018,664		\$12,028,914		92%	\$13,472,384		83%	\$716,730		\$13,735,019		\$14,081,413		\$346,394			98%	
Annualized			\$18,933,571			\$17,358,218		\$16,038,552			\$17,963,178			\$955,640		\$18,313,359		\$18,775,217						
Averages	1179	2804	\$16,062			\$14,725.61		\$13,606			\$15,239			\$811		\$15,536		\$15,928						

Estimated Running Reserve \$346,394
 Percent Of Claims 2.0%
 11% : Target Minimum Reserve \$1,909,404
 45% : Target Reserve \$7,811,198
 Adjustment Needed (\$7,464,804)

Stop Loss: \$225,000 Aggregate: \$0

Claims Exceeding 50% of Specific					
#	Total Claim	SL Eligible	Stop Loss	Aggregate	Plan Paid
#1	\$546,784	\$321,784	\$321,784	\$0	\$225,000
#2	\$392,141	\$167,141	\$167,141	\$0	\$225,000
#3	\$391,960	\$166,960	\$166,960	\$0	\$225,000
#4	\$167,121	\$0	\$0	\$0	\$167,121
#5	\$154,560	\$0	\$0	\$0	\$154,560
#6	\$121,390	\$0	\$0	\$0	\$121,390
#7	\$120,722	\$0	\$0	\$0	\$120,722
#8	\$0	\$0	\$0	\$0	\$0
#9	\$0	\$0	\$0	\$0	\$0
#10	\$0	\$0	\$0	\$0	\$0
#11	\$0	\$0	\$0	\$0	\$0
#12	\$0	\$0	\$0	\$0	\$0
#13	\$0	\$0	\$0	\$0	\$0
#14	\$0	\$0	\$0	\$0	\$0
Total	\$1,894,678	\$655,885	\$655,885	\$0	\$1,238,793 9.52%

Reserve Tracking	
Current Year Reserve	\$346,394
Misc P1 Charges	\$0
Prior Year Reserve:	\$6,453,853
Total Reserve:	\$6,800,247

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Client Name **Burnsville Eagan Savage School District #191**
 Number of Months: 12
 Renewal Date: July 1, 2017
 Contract Basis: 12/18 112%
 Specific Level: \$225,000
 Aggregate Level: \$0

		Expenses											Revenue									
		Enrollment			Claims			Expected Claims		Expected Agg 112%		Costs			Funding		Reserve					
Month	Total Counts	Total Members	Gross Monthly Medical & Rx	Specific SL Monthly Violations	Fitness Claims	Total Monthly Claims	Total Claims YTD	Expected Monthly Funding	YTD Expected Liability	Monthly Claims to Expected	ASL Monthly Funding	YTD Aggregate Liability	Monthly Claims to Aggregate	Monthly Fixed Costs	Benefit Exceptions	Total Monthly Fixed and Claims Costs	Total YTD Costs	Monthly Internal Service	YTD Internal Service	Monthly Estimated Reserve	YTD Estimated Reserve	Monthly Total Costs to Funding
July	1126	2,722	\$301,497	\$0		\$301,497	\$301,497	\$1,236,081	\$1,236,081	24.4%	\$1,384,411	\$1,384,411	21.8%	\$71,001		\$372,498	\$372,498	\$1,464,171	\$1,464,171	\$1,091,673	\$1,091,673	25.4%
August	1122	2,718	\$1,235,916	\$0		\$1,235,916	\$1,537,413	\$1,231,713	\$2,467,795	62.3%	\$1,379,519	\$2,763,930	55.6%	\$70,749		\$1,306,665	\$1,679,163	\$1,458,994	\$2,923,166	\$152,329	\$1,244,003	89.6%
September	1191	2,832	\$1,126,426	\$0		\$1,126,426	\$2,663,839	\$1,286,958	\$3,754,753	70.9%	\$1,441,393	\$4,205,323	63.3%	\$74,654		\$1,201,080	\$2,880,243	\$1,527,278	\$4,450,444	\$326,198	\$1,570,200	78.6%
October	1185	2,827	\$1,109,436	\$0		\$1,109,436	\$3,773,275	\$1,283,666	\$5,038,418	74.9%	\$1,437,706	\$5,643,028	66.9%	\$74,348		\$1,183,784	\$4,064,027	\$1,522,921	\$5,973,365	\$339,137	\$1,909,338	77.7%
November	1181	2,820	\$1,573,527	\$61,883		\$1,511,644	\$5,284,919	\$1,279,298	\$6,317,716	83.7%	\$1,432,814	\$7,075,842	74.7%	\$74,096		\$1,585,740	\$5,649,767	\$1,517,744	\$7,491,109	(\$67,996)	\$1,841,342	104.5%
December	1181	2,819	\$1,053,719	\$13,570		\$1,040,149	\$6,325,068	\$1,278,211	\$7,595,927	83.3%	\$1,431,597	\$8,507,438	74.3%	\$74,072		\$1,114,221	\$6,763,988	\$1,516,608	\$9,007,716	\$402,386	\$2,243,728	73.5%
January	1183	2,824	\$1,081,810	\$34,771		\$1,047,039	\$7,372,107	\$1,280,395	\$8,876,322	83.1%	\$1,434,043	\$9,941,481	74.2%	\$74,198		\$1,121,237	\$7,885,226	\$1,519,196	\$10,526,913	\$397,959	\$2,641,687	73.8%
February	1181	2,813	\$1,298,496	\$114,531		\$1,183,965	\$8,556,072	\$1,276,038	\$10,152,360	84.3%	\$1,429,163	\$11,370,644	75.2%	\$74,025		\$1,257,990	\$9,143,216	\$1,514,335	\$12,041,248	\$256,345	\$2,898,032	83.1%
March	1181	2,819	\$2,001,146	\$218,378		\$1,782,768	\$10,338,840	\$1,279,298	\$11,431,658	90.4%	\$1,432,814	\$12,803,457	80.8%	\$74,096		\$1,856,864	\$11,000,080	\$1,517,744	\$13,558,992	(\$339,120)	\$2,558,912	122.3%
April	1178	2,821	\$1,459,454	\$186,520		\$1,272,934	\$11,611,774	\$1,279,825	\$12,711,483	91.3%	\$1,433,404	\$14,236,861	81.6%	\$73,990		\$1,346,924	\$12,347,003	\$1,517,838	\$15,076,830	\$170,914	\$2,729,827	88.7%
May	1181	2,822	\$1,617,440	\$120,943		\$1,496,497	\$13,108,271	\$1,279,298	\$13,990,781	93.7%	\$1,432,814	\$15,669,674	83.7%	\$74,096		\$1,570,593	\$13,917,596	\$1,517,744	\$16,594,574	(\$52,849)	\$2,676,978	103.5%
June	1181	2821	\$1,486,839	\$135,640		\$1,351,199	\$14,459,470	\$1,281,471	\$15,272,252	94.7%	\$1,435,247	\$17,104,922	84.5%	\$74,143		\$1,425,342	\$15,342,939	\$1,520,017	\$18,114,591	\$94,674	\$2,771,652	93.8%
Runout			July	\$693,920	\$69,364	\$624,556	\$15,084,026									\$624,556	\$15,967,495		\$18,114,591			
			August	\$269,256	\$54,959	\$214,297	\$15,298,323									\$214,297	\$16,181,792		\$18,114,591			
			September	\$366,590	\$238,288	\$128,302	\$15,426,625									\$128,302	\$16,310,094		\$18,114,591			
			October	\$0	\$0	\$0	\$15,426,625									\$0	\$16,310,094		\$18,114,591			
			November	\$0	\$0	\$0	\$15,426,625									\$0	\$16,310,094		\$18,114,591			
			December	\$0	\$0	\$0	\$15,426,625									\$0	\$16,310,094		\$18,114,591			
Totals				\$16,675,472	\$1,248,847	\$0	\$15,426,625	\$15,272,252	95%	\$17,104,922	85%	\$883,469	\$16,348,199	\$18,114,591	\$1,766,392	90%						
Annualized				\$16,675,472		\$15,426,625	\$15,272,252		\$17,104,922		\$883,469	\$16,348,199	\$18,114,591									
Averages			1173	2805	\$14,221	\$13,156	\$13,024	\$14,587				\$753	\$13,942	\$15,448								

Fitness Reimb. Shared Savings \$38,105.68 \$0.00

Estimated Running Reserve \$1,766,392
 Percent Of Claims 11.5%
 11% : Target Minimum Reserve \$1,696,929
 45% : Target Reserve \$6,941,981
 Adjustment Needed (\$5,175,590)

Stop Loss: \$225,000 Aggregate: \$0

Claims Exceeding 50% of Specific					
#	Total Claim	SL Eligible	Stop Loss	Aggregate	Plan Paid
#1	\$507,788	\$282,788	\$282,788	\$0	\$225,000
#2	\$485,476	\$260,476	\$260,476	\$0	\$225,000
#3	\$471,991	\$246,991	\$246,991	\$0	\$225,000
#4	\$461,203	\$236,203	\$236,203	\$0	\$225,000
#5	\$263,658	\$38,658	\$38,658	\$0	\$225,000
#6	\$228,516	\$3,516	\$3,516	\$0	\$225,000
#7	\$214,603	\$0	\$0	\$0	\$214,603
#8	\$198,895	\$0	\$0	\$0	\$198,895
#9	\$184,389	\$0	\$0	\$0	\$184,389
#10	\$180,453	\$0	\$0	\$0	\$180,453
#11	\$180,162	\$0	\$0	\$0	\$180,162
#12	\$175,878	\$0	\$0	\$0	\$175,878
#13	\$163,079	\$0	\$0	\$0	\$163,079
#14	\$161,068	\$0	\$0	\$0	\$161,068
Total	\$3,877,159	\$1,068,632	\$1,068,632	\$0	\$2,808,527
					18.21%

Reserve Tracking	
Current Year Reserve	\$1,766,392
Misc P1 Charges	\$0
Prior Year Reserve:	\$4,687,461
Total Reserve:	\$6,453,853

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Dental Benefits



Dental

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	Current Delta Dental of MN			OneDigital Underwriting	Renewal Delta Dental of MN		
	In-Network	Delta Premier	Out of Network		In-Network	Delta Premier	Out of Network
Network							
Annual Maximum Per Coverage Year:	\$1,000	\$1,000	\$1,000				
Deductible - Calendar Year or Non	\$50/\$150	\$50/\$150	\$50/\$150				
Preventive & Diagnostic Services:	100%	100%	100%				
Basic Services	100%	80%	80%				
Major Services	80%	50%	50%				
Orthodontics (dependents up to age 19)	NA	NA	NA				
Orthodontics Lifetime Maximum	NA	NA	NA				
Rates & Counts							
Rate Guarantee		2020		2020		2020	
Administrative Fee		\$4.63		\$4.63		\$4.63	
Single	561.75	\$35.97		\$38.40		\$33.46	
Family	629	\$93.93		\$100.28		\$98.65	
	1191						
Monthly Total		\$79,311.60		\$84,668.00		\$80,871.67	
Annual Total		\$951,739.20		\$1,016,015.99		\$970,460.01	
Difference				\$64,276.79		\$18,720.81	
% Difference				7%		2%	

Dental Underwriting

Dental Underwriting						
1	A	B	C	D	E	F
2			<u>Year 3</u>	<u>Year 2</u>	<u>Current</u>	<u>Renewal</u>
3	Average Counts					
4	Single		545	552	562	
5	EE + Child		0	0	0	
6	EE + Spouse		0	0	0	
7	EE + Children		0	0	0	
8	Family		633	626	629	
9			<u>1178</u>	<u>1177</u>	<u>1191</u>	
10	Change In Counts			0%	1%	
11	Claims Per Employee Per Year		\$739	\$718	\$756	
12				-3%	5%	
13						
14	Run-In Or Maturing Out Estimate	0.00%	\$0	\$0	\$0	
15	Annualized Paid Claims		\$870,748	\$845,807	\$900,617	
16	Trend	5.0%	115%	110%	105%	
17	Expected Claims		\$1,001,360	\$930,388	\$945,648	
18	Margin	0.00%	100%	100%	100%	
19						
20	Next Year's Claims		<u>\$1,001,360</u>	<u>\$930,388</u>	<u>\$945,648</u>	
21						
22	Admin Rate		\$4.63	\$4.63	\$4.63	
23	Annual Fixed Costs		\$65,454	\$65,413	\$66,172	
24	Annual Administration Surcharge	\$0	\$0	\$0	\$0	
25	Total Claims & Admin		<u>\$1,066,815</u>	<u>\$995,801</u>	<u>\$1,011,820</u>	
26						Renewal - Current Year
27	Composite Factor (Actual)		\$75.46	\$70.48	\$70.80	Claims
28	Single		\$40.45	\$37.97	\$38.24	6.30%
29	EE + Child		\$0.00	\$0.00	\$0.00	0.00%
30	EE + Spouse		\$0.00	\$0.00	\$0.00	0.00%
31	EE + Children		\$0.00	\$0.00	\$0.00	0.00%
32	Family		\$105.64	\$99.16	\$99.86	6.30%
33	Estimated Annual Premium		<u>\$1,066,815</u>	<u>\$995,801</u>	<u>\$1,011,820</u>	
34						Weighted 3-Year Renewal
35	3 Year Weighted Factors					Change
36	Blending		10%	23%	67%	
37						
38	Single		\$4.05	\$8.86	\$25.49	\$38.40 6.75%
39	EE + Child		\$0.00	\$0.00	\$0.00	\$0.00 0.00%
40	EE + Spouse		\$0.00	\$0.00	\$0.00	\$0.00 0.00%
41	EE + Children		\$0.00	\$0.00	\$0.00	\$0.00 0.00%
42	Family		\$10.56	\$23.14	\$66.57	\$100.28 6.74%
43	Estimated Annual Premium					<u>\$1,016,016 6.75%</u>

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Current Dental Performance

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1 Number Of Months	8																	
2 Plan Year	Current																	
3 Admin Fees	\$4.63	\$0.00	\$0.00	\$0.00	\$4.63													
4 Percent Of Family	0.383	0.000	0.000	0.000	1.000													
5 Internal Funding	\$35.97	\$0.00	\$0.00	\$0.00	\$93.94													

9 Month	Enrollment						Claims & Admin Fees					Funding				Reserve		
	Single	EE+1	EE+ Spouse	EE + Children	Family	Total	Claims	Admin Fees	Total	YTD Claims	YTD Claims & Admin	Claims & Admin Funding	Claims & Admin Funding Ratio	YTD Claims & Admin Funding	YTD Claims & Admin Funding Ratio	Monthly Estimated Reserve	YTD Estimated Reserve	Monthly Total Costs to Funding
10 July	523	0	0	0	628	1,151	\$97,925	\$5,274	\$103,199	\$97,925	\$103,199	\$77,807	132.64%	\$77,806.63	132.64%	(\$25,392)	(\$25,392)	132.6%
11 August	578	0	0	0	634	1,212	\$118,250	\$5,260	\$123,510	\$216,176	\$226,709	\$80,349	153.72%	\$158,155.25	143.35%	(\$43,161)	(\$68,554)	153.7%
12 September	571	0	0	0	627	1,198	\$50,222	\$5,505	\$55,727	\$266,397	\$282,436	\$79,439	70.15%	\$237,594.50	118.87%	\$23,712	(\$44,841)	70.2%
13 October	572	0	0	0	628	1,200	\$66,706	\$5,537	\$72,243	\$333,103	\$354,679	\$79,569	90.79%	\$317,163.66	111.83%	\$7,326	(\$37,515)	90.8%
14 November	568	0	0	0	629	1,197	\$58,100	\$5,542	\$63,642	\$391,203	\$418,321	\$79,519	80.03%	\$396,682.88	105.45%	\$15,877	(\$21,638)	80.0%
15 December	563	0	0	0	628	1,191	\$59,043	\$5,510	\$64,553	\$450,246	\$482,874	\$79,245	81.46%	\$475,928.31	101.46%	\$14,692	(\$6,946)	81.5%
16 January	560	0	0	0	632	1,192	\$83,919	\$5,487	\$89,405	\$534,165	\$572,279	\$79,513	112.44%	\$555,441.59	103.03%	(\$9,892)	(\$16,838)	112.4%
17 February	559	0	0	0	628	1,187	\$66,246	\$5,492	\$71,738	\$600,411	\$644,017	\$79,102	90.69%	\$634,543.14	101.49%	\$7,363	(\$9,474)	90.7%
18 March	0	0	0	0	0	0	\$0	\$0	\$0	\$600,411	\$644,017	\$0	#DIV/0!	\$634,543.14	101.49%	\$0	(\$9,474)	0.0%
19 April	0	0	0	0	0	0	\$0	\$0	\$0	\$600,411	\$644,017	\$0	#DIV/0!	\$634,543.14	101.49%	\$0	(\$9,474)	0.0%
20 May	0	0	0	0	0	0	\$0	\$0	\$0	\$600,411	\$644,017	\$0	#DIV/0!	\$634,543.14	101.49%	\$0	(\$9,474)	0.0%
21 June	0	0	0	0	0	0	\$0	\$0	\$0	\$600,411	\$644,017	\$0	#DIV/0!	\$634,543.14	101.49%	\$0	(\$9,474)	0.0%
22																		
23 Totals	4,494	0	0	0	5,034	9,528	\$600,411	\$43,606	\$644,017			\$634,543			101.5%	(\$9,474)		101.5%
24															Goal 95%			
25 Annualized							\$900,617		\$966,026			\$951,815						
26 Monthly Average							\$75,051		\$80,502			\$79,318						
27 Average Per EE/YR	562	0	0	0	629	1191	\$756.19		\$811.11			\$799.17						

Enrollment and Claims experience provided by carrier. This report is for illustrative purposes only.

Year 2 Dental Performance

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1 Number Of Months	12																	
2 Plan Year	Year 2																	
3 Admin Fees	\$4.63	\$0.00	\$0.00	\$0.00	\$4.63													
4 Percent Of Family	0.383	0.000	0.000	0.000	1.000													
5 Internal Funding	\$34.24	\$0.00	\$0.00	\$0.00	\$89.42													

9 Month	Enrollment						Claims & Admin Fees					Funding				Reserve		
	Single	EE+1	EE+ Spouse	EE + Children	Family	Total	Claims	Admin Fees	Total	YTD Claims	YTD Claims & Admin	Claims & Admin Funding	Claims & Admin Funding Ratio	YTD Claims & Admin Funding	YTD Claims & Admin Funding Ratio	Monthly Estimated Reserve	YTD Estimated Reserve	Monthly Total Costs to Funding
10 July	517	0	0	0	610	1,127	\$92,885	\$5,237	\$98,122	\$92,885	\$98,122	\$72,248	135.81%	\$72,248.28	135.81%	(\$25,873)	(\$25,873)	135.8%
11 August	570	0	0	0	628	1,198	\$109,643	\$5,181	\$114,824	\$202,528	\$212,946	\$75,673	151.74%	\$147,920.84	143.96%	(\$39,152)	(\$65,025)	151.7%
12 September	567	0	0	0	629	1,196	\$50,114	\$5,496	\$55,610	\$252,642	\$268,555	\$75,659	73.50%	\$223,580.10	120.12%	\$20,050	(\$44,975)	73.5%
13 October	557	0	0	0	629	1,186	\$57,221	\$5,528	\$62,749	\$309,863	\$331,305	\$75,317	83.31%	\$298,896.96	110.84%	\$12,567	(\$32,408)	83.3%
14 November	553	0	0	0	628	1,181	\$63,234	\$5,454	\$68,688	\$373,098	\$399,993	\$75,090	91.47%	\$373,987.44	106.95%	\$6,402	(\$26,006)	91.5%
15 December	554	0	0	0	626	1,180	\$60,795	\$5,468	\$66,263	\$433,892	\$466,256	\$74,946	88.41%	\$448,933.32	103.86%	\$8,683	(\$17,323)	88.4%
16 January	554	0	0	0	626	1,180	\$82,199	\$5,445	\$87,644	\$516,091	\$553,900	\$74,946	116.94%	\$523,879.20	105.73%	(\$12,698)	(\$30,021)	116.9%
17 February	551	0	0	0	625	1,176	\$64,511	\$5,436	\$69,947	\$580,602	\$623,846	\$74,754	93.57%	\$598,632.94	104.21%	\$4,807	(\$25,213)	93.6%
18 March	551	0	0	0	626	1,177	\$71,912	\$5,431	\$77,343	\$652,514	\$701,189	\$74,843	103.34%	\$673,476.10	104.11%	(\$2,500)	(\$27,713)	103.3%
19 April	549	0	0	0	627	1,176	\$46,913	\$5,436	\$52,349	\$699,427	\$753,538	\$74,864	69.93%	\$748,340.20	100.69%	\$22,515	(\$5,198)	69.9%
20 May	550	0	0	0	625	1,175	\$72,497	\$5,440	\$77,937	\$771,924	\$831,475	\$74,720	104.31%	\$823,059.70	101.02%	(\$3,217)	(\$8,415)	104.3%
21 June	548	0	0	0	628	1,176	\$73,883	\$5,450	\$79,333	\$845,807	\$910,808	\$74,919	105.89%	\$897,978.98	101.43%	(\$4,414)	(\$12,829)	105.9%
22																		
23 Totals	6,621	0	0	0	7,507	14,128	\$845,807	\$65,001	\$910,808			\$897,979			101.4%	(\$12,829)		101.4%
24															Goal 95%			
25 Annualized							\$845,807		\$910,808			\$897,979						
26 Monthly Average							\$70,484		\$75,901			\$74,832						
27 Average Per EE/YR	552	0	0	0	626	1177	\$718.41		\$773.62			\$762.72						

Enrollment and Claims experience provided by carrier. This report is for illustrative purposes only.



ONE91
Burnsville · Eagan · Savage

FY19 Budget Adjustments

Future Ready. Community Strong.

Objectives of Workshop

1. Review FY19 Assumptions
1. Share out what process has been followed to date
1. Review areas of adjustment

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District 191 Strategic Roadmap 2015-2020

OUR MISSION

Each Student. Future Ready. Community Strong.

CORE VALUES

- Expectations:** I will set a high bar for myself and others in learning, behavior, commitment to do one's best and service to others and community.
- Respect:** I will honor the uniqueness of myself and others
- Integrity:** I will do the right thing, even when no one is looking
- Partnership:** I will engage in relationships and action which empowers learning for ALL

STRATEGIC DIRECTIONS

- Close gaps and raise achievement for all students
- Create a culturally proficient school system
- Maximize resources for optimal student learning
- Increase the capacity for partnership with community

VISION 2020

ISD 191 will become the leading and preferred source of learning and education for its students and adult learners because we:

- Utilize technology for instruction to provide rigorous, personalized learning, and maximize operational systems.
- Serve the unique needs of our students, families and communities first and foremost.
- Provide relevant and engaging student learning and enrichment leading to college and career readiness for all.
- Develop innovative, attractive and aligned academic programs, support services and opportunities.
- Invest and engage in real partnership across those with differing interests, talents, assets and opportunities aligned with District mission and core values.
- Energize and leverage our community diversity in all forms as unique and valued assets for developing true real-world ready learners and citizens.
- Attract, value, retain and develop the very best employees in education and operations to serve our students and families.

Vision One91

- Comprehensive high school with pathways
- Full middle school model
- High achieving elementaries
- Expansion of pre K into elementaries
- Implementation of technology for learning
- High student engagement
- Strong partnerships

Assumptions FY19

Revenue Assumptions:

2% Increase on Gen Ed Formula

Enrollment per Projections from November, 2017

Inclusion of Referendum results per levy certified December, 2017

Continued Revenue equal to past year in areas of Miscellaneous Local and Federal Aid

Expenditure Assumptions:

Staffing at same ratios with adjustments enrollment

Expenditure overall increase of 3.5% per trend

Adjustments to expenditures of \$3,700,000 decrease.

Current Budget Reality

General Fund Budget Comparative Summary

	Actual Results 2014-15	Actual Results 2015-16	Actual Results 2016-17	Adopted Budget 2017-18	Revised Budget 2017-18	Projected 2018-19
Total Beginning Fund Balance	\$ 21,960,591	\$ 20,677,866	\$ 21,629,697	\$ 20,049,406	\$ 20,116,731	\$ 15,677,207
Revenues	119,103,906	121,221,618	124,590,035	125,839,549	126,406,866	129,507,787
Expenditures	120,386,631	120,269,787	126,103,001	130,598,185	130,846,390	131,726,014
Variance (Revenues - Expenditures)	(1,282,725)	951,831	(1,512,966)	(4,758,636)	(4,439,524)	(2,218,227)
Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 13,458,980
Breakdown of Fund Balance Categories						
Nonspendable	\$ 647,352	\$ 508,867	\$ 328,969	\$ 508,867	\$ 328,969	\$ 328,969
Restricted	3,787,467	4,196,553	4,026,734	4,216,853	3,819,380	2,569,380
Committed	1,393,434	1,176,269	1,293,947	812,139	1,056,051	800,000
Unassigned	14,849,613	15,748,007	14,467,081	9,752,911	10,472,807	9,760,631
Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 13,458,980
Unassigned Fund Balance %	12.33%	13.09%	11.47%	7.47%	8.00%	7.41%

As approved February 22, 2018 assuming adjustments of \$3,700,000

Current Budget Reality

Why are we looking at a deficit when our community just passed two levy questions?

- A balanced budget needed to be a combination of levy and adjustments
- Declining enrollment greater than FY18 estimate
- Declining enrollment cannot be addressed all at one time because of the gradual impact declining enrollment has across the district

Process

- Collaborative
- Broadreaching with input from department leaders across the district
- Department/Site decisions based on good of the whole

Process, To-Date

- Initial dialogue with Board on reality
- Supt leadership review
- Identification of priorities for adjustments
- Initial brainstorming with building and district leadership
- February 22 workshop with Board to preview budget adjustment process and categories of adjustments

Process, To-Date (con't.)

- Administration refined specific adjustments within each category
- HR Director met with each unit leadership and works with them on potential reductions in their unit
- Site and department admin met with each individual who will be impacted by adjustments
- Principals and Directors are working within their programs to plan for non-staff reductions

Priorities

- Advance goals of Vision One91
- Raise achievement
- Keep current class size guidelines
- Maintain academic programming
- Streamline efficiencies
- Stay true to messages during levy

Timeline

1/17-2/6--Principals and Directors brainstorm adjustments categories

1/29--Supt Team reviews drafts of potential adjustments to develop budget assumptions for FY19

2/22--Leadership presents FY19 budget assumptions to Board for approval

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2/22--Leadership team presents categories of adjustments and target dollar amount for each to Board at a workshop

2/23--4/1--Leadership finalizes adjustments for FY19

4/12--Board workshop on specific reductions for FY19

4/13--6/13--Administration works through implementation of adjustments within the standard process for planning FY19

6/14--Board approves FY19 budget

Adjustments Targets Thus Far:

Group Name	Sum of Amount	% of Budget	
Activities	213,763	7.90%	*
Elementary	96,400	3.56%	
Elementary HR Staffing	1,300,000	7.15%	**
High School	386,900	4.63%	
HR, Business, Accounting, and Operations	574,600	4.85%	
Middle School	128,932	4.30%	
SISA	390,590	6.20%	
Student Services	1,168,463	4.46%	
Sup't, Asst. Sup't and BOE	37,141	4.17%	
Technology	171,000	3.35%	
Grand Total	4,467,789		
Total Adjustments % of Total Expenditure Budget		3.41%	

* Represents a 4% reduction and covering prior year overspends

** Adjusts for the alignment to projected enrollment

Adjustments Thus Far:

<i>Group Name</i>	<i>Category</i>	SUM of Amount
Elementary	printing	\$20,300.00
	staff	\$31,100.00
	stipends	\$45,000.00
Elementary Total		\$96,400.00
Elementary HR Staffing	staff	\$1,300,000.00
Elementary HR Staffing Total		\$1,300,000.00
Student Services	consulting/legal	\$72,000.00
	curriculum and PD	\$12,000.00
	staff	\$1,046,963.00
	stipends	\$30,000.00
	supplies/materials/food	\$5,500.00
	travel/conferences	\$2,000.00
Student Services Total		\$1,168,463.00
Middle School	staff	\$120,700.00
	stipends	\$8,232.00
Middle School Total		\$128,932.00

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Adjustments Thus Far:

<i>Group Name</i>	<i>Category</i>	SUM of Amount
SISA	consulting/legal	\$3,000.00
	curriculum and PD	\$279,340.00
	staff	\$83,000.00
	supplies/materials/food	\$1,750.00
	testing	\$23,500.00
SISA Total		\$390,590.00
Activities	activities/athletics	\$107,518.00
	MS activities/athletics	\$59,700.00
	MS stipends	\$12,000.00
	stipends	\$34,545.00
Activities Total		\$213,763.00
High School	consulting/legal	\$45,000.00
	increased fees	\$8,000.00
	printing	\$5,000.00
	staff	\$304,400.00
	stipends	\$7,500.00
	supplies/materials/food	\$17,000.00
High School Total		\$386,900.00

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Adjustments Thus Far:

<i>Group Name</i>	<i>Category</i>	SUM of Amount
HR, Business, Accounting, and Operations	consulting/legal	\$235,000.00
	printing	\$2,300.00
	staff	\$225,500.00
	supplies/materials/food	\$7,800.00
	travel/conferences	\$4,000.00
	utilities	\$100,000.00
HR, Business, Accounting, and Operations Total		\$574,600.00
Technology	eliminate leases	\$60,000.00
	staff computers	\$108,000.00
	supplies/materials/food	\$3,000.00
Technology Total		\$171,000.00
Sup't, Asst. Sup't and BOE	capital	\$300.00
	consulting/legal	\$23,972.00
	printing	\$2,469.00
	supplies/materials/food	\$2,700.00
	travel/conferences	\$7,700.00
Sup't, Asst. Sup't and BOE Total		\$37,141.00
		\$4,467,789.00

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Recommended Adjustments

- Elementary
- Student Support Services
- Middle Level
- SISA
- High School and 6-12 Athletics and Activities
- Operations
- Tech
- Board, Superintendent and Ass't Superintendent

Next Steps

- Administration works through implementation of adjustments within the standard process for planning FY19

Results:

FY19 Preliminary Budget Assumptions

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Board Approved 2/22/18:

FY19 Revenue/Expenditure variance of \$2.2 Million spend down and 7.41% Unassigned Fund Balance.

Results: FY19 Budget Adjustment Assumptions

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Current assuming full amount of adjustments proposed as of April 12, 2018:

FY19 Revenue/Expenditure variance of \$1.6 Million spend down and 8.03% Unassigned Fund Balance.

Current Budget Reality

General Fund Budget Comparative Summary

	Actual Results 2014-15	Actual Results 2015-16	Actual Results 2016-17	Adopted Budget 2017-18	Revised Budget 2017-18	Projected 2018-19
Total Beginning Fund Balance	\$ 21,960,591	\$ 20,677,866	\$ 21,629,697	\$ 20,049,406	\$ 20,116,731	\$ 15,677,207
Revenues	119,103,906	121,221,618	124,590,035	125,839,549	126,406,866	129,507,787
Expenditures	120,386,631	120,269,787	126,103,001	130,598,185	130,846,390	131,108,225
Variance (Revenues - Expenditures)	(1,282,725)	951,831	(1,512,966)	(4,758,636)	(4,439,524)	(1,600,438)
Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 14,076,769
Breakdown of Fund Balance Categories						
Nonspendable	\$ 647,352	\$ 508,867	\$ 328,969	\$ 508,867	\$ 328,969	\$ 328,969
Restricted	3,787,467	4,196,553	4,026,734	4,216,853	3,819,380	2,419,380
Committed	1,393,434	1,176,269	1,293,947	812,139	1,056,051	800,000
Unassigned	14,849,613	15,748,007	14,467,081	9,752,911	10,472,807	10,528,420
Total Ending Fund Balance	\$ 20,677,866	\$ 21,629,697	\$ 20,116,731	\$ 15,290,770	\$ 15,677,207	\$ 14,076,769
Unassigned Fund Balance %	12.33%	13.09%	11.47%	7.47%	8.00%	8.03%

Using full amount of Budget Adjustments proposed April 12, 2018 of \$4,467,789, including \$150,000 spend down of Restricted for software conversion.

Will still have over expenditures of \$1,600,438 for FY19 which will require cuts for FY20

Current Budget Reality

General Fund Budget Comparative Summary

			Without Formula Increase	With 2% on Gen Ed Formula
	Revised Budget 2017-18	Projected 2018-19	Projected 2019-20	Projected 2019-20
Total Beginning Fund Balance	\$ 20,116,731	\$ 15,677,207	\$ 14,076,769	\$ 14,076,769
Revenues	126,406,866	129,507,787	128,045,517	129,245,517
Expenditures	130,846,390	131,108,225	135,697,013	135,697,013
Variance (Revenues - Expenditures)	(4,439,524)	(1,600,438)	(7,651,496)	(6,451,496)
Total Ending Fund Balance	\$ 15,677,207	\$ 14,076,769	\$ 6,425,274	\$ 7,625,274
Breakdown of Fund Balance Categories				
Nonspendable	\$ 328,969	\$ 328,969	\$ 328,969	\$ 328,969
Restricted	3,819,380	2,419,380	1,919,380	1,419,380
Committed	1,056,051	800,000	800,000	800,000
Unassigned	10,472,807	10,528,420	3,376,925	5,076,925
Total Ending Fund Balance	\$ 15,677,207	\$ 14,076,769	\$ 6,425,274	\$ 7,625,274
Unassigned Fund Balance %	8.00%	8.03%	2.49%	3.74%

Board Discussion

Group	Category	Ref#	Item	Savings	Talking Points
1 & 2	stipends	1	Eliminate Stipends for:	\$ 45,000.00	Proposed items are either not a part of core instruction or the associated skills are embedded into core instruction; provides opportunity to create equity Opportunity to create new or reform our current programs/events; some stipends have remained unfilled in recent years Maintaining Peer Helper stipend provides schools with flexibility to serve their student leadership needs This is an after-school activity; currently not in all buildings; not part of elementary curriculum; needing to hire outside people to staff; have general music for all students as part of elementary program Stipends we are preserving put an emphasis on safety for all students Reduce \$4,500 per site.
			Tech Club		
			Student Council		
	printing	2	Reduce number of printers in each building	\$ 15,000.00	Printing plan is in the works to reduce number of printers and push printing to less costly machines. Printing costs in building budgets would be reduced. \$200 per site per month.
			printing	3	Decrease number of copy impressions by 10% overall
	support staff	4	Decrease Level II EAs by one hour per site	\$ 31,100.00	Would not impact bumping rights; Would have minimal impact on students since Level II staff do not have student contact time, for the most part
licensed staff	5	Reduce 19.75 FTE	\$ 1,300,000.00	Classroom, specialist and HB GT coord; right sizes based on enrollment and shift of former coordinator responsibilities to other positions	
Group 1 & 2 TOTAL				\$	1,396,400.00
3	support staff	6	Eliminate SPED 6.5 Level 2's, add three Lvl 3's	\$ 125,000.00	Change Model, realign duties to create a more efficient and effective system
	stipends	8	Eliminate lead teachers Stipends	\$ 22,500.00	Supervisors take over the communication; SPED Forms allows us to pull the data more immediately. 15,000 Elm, 4,500 Middle, 1,500 BEST and 1,500 BAHS

Group	Category	Ref#	Item	Savings	Talking Points
	licensed staff	13	Reducing BHS-resource through retirement(1.0)	\$ 118,632.00	right size to needs
	support staff	14	Eliminating 1 Tech Positions- EAs	\$ 45,000.00	No longer as many differences between reg ed and sped needs; AT Teacher can support when a communication device or specialize equipment is involved
	licensed staff	15	Anticipating staff member shifting to CIC (1.0)	\$ 65,000.00	One CIC position is necessary from ECSE; this shifted position is funded by ProPay/Compensatory.
	licensed staff	16	Reducing OT-Retirement (1.0)	\$ 127,437.00	Right size to needs
	licensed staff	17	Reducing 1 Focus Teacher-Elem	\$ 127,437.00	Right size to needs
	licensed staff	18	Reducing 1 Resource Teacher-(Retirement)	\$ 118,632.00	Right size to needs
	licensed staff	19	Reducing FOCUS - Middle/ Secondary-Retirement	\$ 134,372.00	Right size to needs
	licensed staff	19a	Increasing Social Workers	\$ -	Increase in Social Workers from 10 to 16, funded by A&I funding (65% of 16 postions) available now as we include AVID positions in general staffing
	consulting/legal	20	Eliminating Strategic Behavior Solution	\$ 72,000.00	This is a contract signed in the past for consulting services. We no longer need this consulting as we now have the capacity within our own staff.
	Curriculum and PD	21	Reduce Spec Ed Curriculum Budget	\$ 12,000.00	Re-alignment of intervention curriculum to grade level standards (Iready, IXL, UPAR,...)
	supplies/materials/food	23	Eliminate BEST-Lifetime Fitness Membership	\$ 1,900.00	Not needed
	supplies/materials/food	24	Eliminate BEST-Phone Lease	\$ 3,600.00	Not needed because it is a duplicate
	stipends	26	Eliminate BLT Cluster	\$ 7,500.00	-1,500 x 5

Group	Category	Ref#	Item	Savings	Talking Points
	licensed staff	26a	Reduction of health assistants and LPNs	\$ 185,453.00	-flattened services out -working on efficiencies for Third Party Billing -working on efficiencies for Evaluations -eliminated 2 service providers in a building on the same day -due to the complicated issues of our students, we based on new model on LSN's and RN's -new model gives the buildings 1 person to serve on their student support team verses several staff members serving their health office
	travel/conferences	26b	Decrease Health Director's out of state travel budget	\$ 2,000.00	Current budget exceed cost of out of state travel.
	Group 3 TOTAL			\$	1,168,463.00
4	licensed staff	27	Reduce Media Specialist 0.74	\$ 50,700.00	Role of media person has changed with change in use of media center. Feel that the they can keep up the Media center duties while still teaching two classes. Especially with the move to more online books (Dakota Library connection) and many teachers are doing research projects right in their classrooms.
	stipends	28	Eliminate Volunteer Coordinators at MS	\$ 8,232.00	At the Middle Schools this position is an employee and the work is usually not done outside of the work day.
	support staff	29	Reduce Campus Supervisor by one person at two sites	\$ 70,000.00	We are reducing them anyway as part of our transition from campus supervisors to one dean per middle school. This will accelerate the transition time period. \$35,000 each
Group 4 TOTAL			\$	128,932.00	
5	testing	30	Eliminate MPCC	\$ 7,500.00	This is an external curriculum data base that is rarely used, reduction will allow us to maximize resources
	supplies/materials/food	31	Eliminate Curriculum Library	\$ 1,750.00	Curriculum resources have been moved to Schoology, and will be accessed there.

Group	Category	Ref#	Item	Savings	Talking Points
	support staff	32	Move Lvl 3 Clerical support from department to cover responsibilities in other areas created by elimination of Lvl 1's	\$ 75,000.00	Staff reduction with the least impact on department workflow
	support staff	33	Reduce PLTW hourly pay	\$ 8,000.00	Reduction aligns budget to actual past expenditures
	testing	34	Do not add 2nd grade CogAT	\$ 16,000.00	Original plan was to move CogAt testing to 2nd and 4th grade to minimize the number of assessments that 3rd and 5th grade students need to complete. To make this move there would need to be 1 year of duplicate testing for 2nd and 3rd grade and an increased cost. We will not add these additional costs.
	Curriculum and PD	35	Eliminate Write from the beginning lead hourly pay	\$ 5,000.00	WFTB implementation has been limited over the past 8 years. K-12 Writing is under curriculum review, so we will not include this expenditure.
	consulting/legal	36	Eliminate Opening Week Speaker	\$ 3,000.00	Have only used once in five years; have three-year plan to utilize students, staff and community to provide opening aligned with Strategic Roadmap
	Curriculum and PD	37	Eliminate PD \$ provided to buildings	\$ 68,500.00	**Note: BLT/DATA day \$ will still be allocated at same rate as 2017-2018. Allocate \$100 per FTE Allows for buildings to provide some local PD that is aligned with their School Improvement Plans.
	Curriculum and PD	38	Reduce allocation for DLS Curriculum Development K-5	\$ 3,600.00	DLS curriculum development is complete, allowing for reduction of start up costs
	Curriculum and PD	39	Eliminate Seesaw Technology Application K-5	\$ 26,000.00	Expenditures were duplicated; See Saw will still be available
	Curriculum and PD	40	Capital - Reduction (DL license)	\$ 2,250.00	Due to Chromebook software resources we are able to reduce expenditure
	Curriculum and PD	41	Capital - Reduction (Coding)	\$ 7,500.00	Coding curriculum development is complete, allowing for reduction of start up costs

Group	Category	Ref#	Item	Savings	Talking Points
	Curriculum and PD	42	Reduce PLTW PD for teachers	\$ 15,000.00	Alignment to actual budget expenditures
	Curriculum and PD	43	Reduce Membership Dues	\$ 5,090.00	Reduce to actual 3 year cost average.
	Curriculum and PD	44	Reduce Teachscape License	\$ 5,400.00	Reduce to reflect the number of essential staff using license.
	Curriculum and PD	45	Reduce District PD	\$ 11,000.00	Aligning to actual budget expenditures
	Curriculum and PD	45a	Reduce one Coordinator	\$ 130,000.00	Will not fill current open position
Group 5 TOTAL				\$	390,590.00
7	support staff	56	Reduce 1.0 EA at BAHS and 2.0 BHS	\$ 120,000.00	We can continue to provide the same level of support services at BAHS with a reduced number of EAs. At BHS, this is part of a complete redesign of our support services involving and additional AP, dean, and the addition of new social workers.
	support staff	56a	Shift in Dean position at BAHS	\$ 48,000.00	Eliminate one Dean position and fill with an extension of ABE Coordinator position serving as Dean at BAHS
	support staff	57	Eliminate remaining 5.0 EA (campus supervisors) at BHS and replace with two deans	\$ 35,000.00	https://docs.google.com/document/d/15ndaZLgyVfh8T6PFp3zOV3N6KUNQIVsLD4L10r77b34/edit?usp=sharing changing model to add Deans vs EAs
	consulting/legal	58	Eliminate contract with 360s Communities for Family Support Worker	\$ 45,000.00	Will be replaced with district social workers through different funding source
	supplies/materials/food	59	Freeze Supply Budget for BAHS and BHS	\$ 4,000.00	We can meet needs with allocating existing budget
	licensed staff	60	Reduce 0.7 Counselor at BHS	\$ 57,400.00	We remain within the MN average student to counselor ratio of 451:1 Will be covered with addition of two social workers from different funding source Due to alignment with ASCA model, we're taking duties off of the counselors plates
	stipends	61	stipends paid above ProPay	\$ 5,000.00	BLT remains a representative group
	licensed staff	62	Reduce 0.5 Media	\$ 44,000.00	Previous media model is obsolete We have a FT EA No computer labs

Group	Category	Ref#	Item	Savings	Talking Points
			Reduce 0.5 media Specialist at BHS		2 on-site tech. specialists Reduction in use of textbooks and other books and increase in use of technology
	supplies/materials/food	63	Eliminate Youth Frontiers 9th Grade Retreat	\$ 8,000.00	We can provide in-house support and programming for 9th graders that will have a greater impact
	supplies/materials/food	64	Identify lower cost alternative to Turnitin.com	\$ 5,000.00	Other product choices at a cheaper cost with the same capabilities
	increased fees	65	Increase annual parking fee to \$125	\$ 8,000.00	Remains a lower fee than neighboring schools. Must communicate the parking fee is in line with other metro districts.
	Stipends	66	Eliminate Volunteer Coord. Stipends @ BHS	\$ 2,500.00	Position no longer needed
	printing	67	Reduce 1 copier at BHS (or combination of small copiers)	\$ 5,000.00	Will be able to maintain current copy load with a reduced number of copiers One-to-one initiative means we're moving to more online resources and have less need for paper
	MS activities/athletics	68	Combining wrestling programs	\$ 13,200.00	<u>Registration in MS wrestling is down (17 wrestlers). Costs exceed Demand. 7th and 8th grade athletes can participate in HS wrestling. All 7th & 8th grade students can participate in high school programming.</u>
	MS activities/athletics	69	Combining tennis programs	\$ 18,600.00	<u>Link to rationale: Registration in MS tennis is low. Costs exceed demand. 7th and 8th grade athletes can participate in HS tennis</u>
	MS activities/athletics	70	Combining cross-country programs	\$ 8,400.00	Registration in MS CC is low. Costs exceed demand. 7th and 8th grade athletes can participate in HS CC.
	MS activities/athletics	71	Combining danceline programs	\$ 13,200.00	A large number of our students in danceline are 7th and 8th graders already at BHS.
	MS stipend	72	Eliminate MS athletic coordinators	\$ 12,000.00	Duties absorbed by MS, AP, Dean, clerical, Athletics and activities coordinator.

Group	Category	Ref#	Item	Savings	Talking Points
	activities/athletics	73	Delay non-essential site improvement work paid out of athletic budget	\$ 20,000.00	Reduction of revenue. Costs should be factored into a long-range capital improvement plan.
	activities/athletics	75	Eliminate YIG offered at Secondary	\$ 10,218.00	(HS & MS) This is not a school activity. It is run through YMCA, students pay a fee to YMCA.
	stipend	76	Eliminate Band and Vocal Co-curricular stipends at HS	\$ 20,845.00	Co Curricular stipends already exist for band and vocal programming which takes place outside of the duty day. These stipends being cut are for programming aligned with curriculum during the school day as part of their regular instruction. Aligns with middle school model, which includes hourly pay for concerts.
	MS stipend	77	Eliminate MS newspaper	\$ 6,300.00	Low participation. Costs exceed demand.
	stipend	78	Eliminate Newspaper Assistant (HS)	\$ 2,300.00	there is already editor and assistant editor positions.
	stipend	79	Eliminate PROUD Assistan	\$ 2,000.00	Group size warrants 1 supervisor.
	activities/athletics	80	Eliminate Diversity Coordinator and Asst. Coordinator	\$ 7,300.00	WeDay coordination shift to another existing student group.
	stipend	81	Eliminate Studio Producer	\$ 3,800.00	Position can be absorbed by media specialist
	stipend	82	Eliminate non-competitive One Act Plays at BHS	\$ 5,600.00	We will support a competitive one act.
	activities/athletics	83	Added 1.31.18 Eliminate Activities Coordinator	\$ 70,000.00	With addition of AP some of these responsibilities can be absorbed.

Group 7 TOTAL \$ 600,663.00

8	consulting/legal	83a	16060 Reduce Communications consulting	\$ 20,000.00	Reduce consulting, will not require as much consulting related to the levy referendum.
	supplies/materials/food	84	16040 Reduce HR Food	\$ 1,000.00	Reduce or eliminate food provided for new teacher orientation, retirements
	supplies/materials/food	85	16040 Reduce HR Supplies	\$ 3,000.00	Reduce for necessity only and based what was spent historically.
	travel/conferences	86	16040 Reduce HR Travel/Conf.	\$ 4,000.00	Reduce for necessity only and based what was spent historically.
	supplies/materials/food	87	16040 Reduce HR Publications	\$ 3,800.00	Printing should be necessity only or in house (vs. sent out). Utilize electronic resources.

Group	Category	Ref#	Item	Savings	Talking Points
	printing	88	16040 Reduce HR Printing	\$ 2,300.00	Printing should be necessity only or in house (vs. sent out). Utilize electronic resources.
	consulting/legal	89	16040 Reduce HR Consulting Fees	\$ 17,500.00	Current budget is \$102,300 with \$50,000 spent last year. Room to reduce.
	consulting/legal	90	16041 Reduce budget for Liability Insurance	\$ 34,700.00	Current budget is \$465K, reduce to \$447K; typical spend is \$350K-\$400K
	consulting/legal	91	16050 Reduce Business Legal Services	\$ 7,000.00	Budget reduction compared to what has been spent historically
	consulting/legal	92	16050 Reduce Consulting budget for Strategic Source Inc beginning Dec 1, 2018	\$ 55,800.00	Accounting staff will take on the work necessary to gather and publicize quotes and bids on a routine cycle
	support staff	93	Reduce Lvl 1 Clerical support at Diamondhead	\$ 50,000.00	Reduce enrollment staffing
	consulting/legal	94	Reduce Snow removal budget	\$ 100,000.00	More in line with what is being spent on snow removal
	support staff	95	Move supervisor staff	\$ 90,000.00	Move to H&S as allowable
	support staff	96	Eliminate LTD Positions	\$ 14,500.00	Only need one Courier
	utilities	97	Reduce utilities budget	\$ 100,000.00	In past 2 years, amount spent on Utilities has been less than budget by at least \$100,000.
	support staff	98	Eliminate 1 maintenance position	\$ 71,000.00	Would be staffing at only 3 remaining maintenance positions
	Group 8 TOTAL				\$
9	supplies/materials/food	99	Reduce Tech Dept General Supplies	\$ 3,000.00	Budget aligned to current expenditures.
	eliminate leases	100	Eliminate Leases	\$ 60,000.00	We currently have two leases that will expire. Some of the funds have already been identified to fund our phone upgrade and the technology security audit but there is an additional amount that could be reduced. ease funds already allocated: Tech Audit \$85,000 to be covered from Fd 26 While the following will be covered under the \$245K lease budget no longer needed for leases.

Group	Category	Ref#	Item	Savings	Talking Points
	staff computers	101			\$100,000 - phone upgrade \$85,000 - Skyward overlap of costs \$60,000 represents the balance
			Eliminate teacher Chromebooks	\$ 68,000.00	Currently our teachers have 2 devices. During our initial 1:1 implementation we provided Chromebooks to teachers so they became familiar with the same device students were receiving. Now that our 1:1 is established, teachers would not need the exact device. When 3 year life of Chromebooks is done students will be refreshed but teachers will go down to 1 device - only their laptop/desktop.
	staff computers	102	Move staff replacement of laptops/desktops to 6 year rotation	\$ 40,000.00	Computer specs make useful life longer than past. We will be replacing all teacher computers with a portable device. Now \$240,000 for 5 year rotation
Group 9 TOTAL				\$	171,000.00
10	consulting/legal	103	Reduction in general consulting fees	\$ 4,472.00	Aligns with current expenditures
	travel/conferences	104	Reduction in travel/conferences	\$ 3,000.00	Fewer conferences
	printing	105	Reduction in printing and binding	\$ 500.00	Aligns with current expenditures
	supplies/materials/food	106	Reduction in general supplies	\$ 1,500.00	Aligns with current expenditures
	consulting/legal	107	Reduction in legal services and consulting fees	\$ 2,000.00	Aligns with current expenditures
	travel/conferences	108	Reduction in travel/conferences	\$ 2,700.00	Fewer conferences
	consulting/legal	109	Reduction in legal services and consulting fees	\$ 16,500.00	Aligns with current expenditures
	capital	110	Reduction in capital	\$ 300.00	Expenditure not needed at this time.
	supplies/materials/food	111	Reduce Postage	\$ 500.00	Aligns with current expenditures
	printing	112	Reduce Advertising	\$ 500.00	Aligns with current expenditures
	supplies/materials/food	113	Reduce Office Supplies	\$ 200.00	Aligns with current expenditures
supplies/materials/food	114	Reduce Subscriptions and periodicals	\$ 500.00	Aligns with current expenditures	

Group	Category	Ref#	Item	Savings	Talking Points
	consulting/legal	115	Reduction in Consulting fees	\$ 1,000.00	Aligns with current expenditures
	printing	116	Reduction in printing and binding	\$ 1,469.00	Aligns with current expenditures
	travel/conferences	117	Reduction in travel	\$ 2,000.00	Fewer conferences
Total				\$	37,141.00
Grand Total Savings General Fund				\$	4,467,789.00
Fund 01 and Fund 04				\$ 4,582,749.00	
Group 6 TOTAL FUND 04				\$	114,960.00