

SHAKOPEE PUBLIC SCHOOLS



SCHOOL BOARD AGENDA



Independent School District 720 – Shakopee Public Schools
Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN
55379

July 10, 2017
6:00 PM

Board of Education

1. CALL TO ORDER AND ROLL CALL - CHAIR SWANSON
2. WE ARE SHAKOPEE SCHOOLS - GOOD NEWS ITEMS
 2. 1. Introduction of and Welcome to Acting Interim Superintendent Kevin Bjerken
 2. 2. HOSA Student Recognition 10
Advisor Elizabeth Duehr, Jennifer Thatch, Nicole Nimako-Bojateng, Ankith Arun, Charlize Bistodeau, Anoop Dhamera
 2. 3. Destination Imagination Student Recognition
Smrithi Arunkumar, Libby Hendrickson, Paige Leary
Carter Smith, Janani Karthick, and Agrim Joshi
Ewan Kahnke, Greta Caliri, Isaac Brandon, Siddharth Kumar, Abhay Inampudi, and Brynn Leary
Himani Joshi, Esther Kuah, Payton Mason, Catherine McComas-Bussa and Michael Waldorf
3. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS
4. CONSENT ITEMS
 4. 1. Personnel Items
 - 4.1.1 Acceptance of Resignations**
Last Name, First Name, Position, Location, Effective Date
Aye, Joy, Teacher, Media Specialist, Red Oak Elementary School, 5/26/2017
Beckrich, Robert, Custodian, Sweeney Elementary School, 6/30/2017
Britt, Rhonda, Program Support Assistant, Sun Path Elementary School, 6/27/2017
Carey, Melissa, Teacher, Intervention, East Junior High School, 5/26/2017
Davis, Trey, Assistant Activities Director, District Wide, 8/31/2017
Follen, Cheryl, Office Assistant, Pearson 6th Grade Center, 7/04/2017
Irvin, Katie, Teacher, Music, West Junior High School, 5/26/2017
Mack, Tanya, Teacher, Grade 4, Jackson Elementary School, 6/26/2017
Nelson, Nate, Teacher, English, East Junior High School, 5/26/2017

Sinha, Jyoti, Special Service Supervisor, District Office, 6/30/2017
Sulflow, Judy, Teacher, Media Specialist, Red Oak/ Eagle Creek Elementary School, 5/26/2017
Theis, Laura, Teacher, Kindergarten, Sweeney Elementary School, 5/26/2017
Zachman, Karl, Teacher, Technology Education, West Junior High School, 5/26/2017

Recommended Action

Accept the resignations and thank them for their service to the district as presented.

4.1.2 Request for Unpaid Leave of Absence

Karen Erdahl, Parent Education Teacher at Central Family Center, is requesting a one-year unpaid leave of absence to care for a family member for the entire 2017-18 school year.

Recommended Action

Approve the unpaid leave of absence for the 2017-18 school year as presented.

4.1.3 Approval of Certified Contracts for the 2017-18 School Year

Last Name, First Name, Position, Location, Grade, Step, FTE, Effective, Salary Annual
Provancha, Aaron, Teacher, Physics, East Junior High School, MA, 6, 1.0, 8/21/2017, \$51,280.00, R
Rink, Derrick, Teacher, Chemistry, High School, MA, 13, 1.0, 8/21/2017, \$62,015.00, R
Kuyper, Laura, Speech Language Pathologist, District Wide, MA, 10, 1.0, 8/21/2017, \$57,203.00, R
Phillips, Christina, Teacher, Special Services, TBD, BA, 3, 1.0, 8/21/2017, \$39,440.00, R

Recommended Action

Approve certified contracts as presented.

4. 2. Approval of minutes of the June 12, 2017 School Board Business Meeting, the June 19, 2017 School Board Special Meeting, the June 26, 2017 School Board Special Meeting & Retreat and the June 30, 2017 School Board Special Meeting. 12

Recommended Action

Approve the minutes of the June 12, 2017 School Board Business Meeting, the June 19, 2017 School Board Special Meeting, the June 26, 2017 School Board Special Meeting & Retreat and the June 30, 2017 School Board Special Meeting as presented.

4. 3. Consideration of bills and authorization to pay same.

Recommended Action

- Approve the bills and authorize to pay same as presented.
4. 4. Change Order #7 for the Vaughan Field Stadium/Concessions Improvements Project 22
Change Order #7 for the Vaughan Field Stadium/Concessions Improvements Project in the amount of \$9,894.00 is presented for approval.
Recommended Action
Approve Change Order #7 as presented.
4. 5. Change Order #3 for the Shakopee High School Additions and Renovations Project 23
Change Order #3 for the Shakopee High School Additions and Renovations Project in the amount of \$246,074.95 is presented for approval.
Recommended Action
Approve Change Order #3 as presented.
4. 6. Change Order #5 for the Shakopee High School Additions and Renovations Project 24
Change Order #5 for the Shakopee High School Additions and Renovations Project in the deduct amount of -\$29,165.64 is presented for approval.
Recommended Action
Approve Change Order #5 as presented.
4. 7. Change Order #6 for the Shakopee High School Additions and Renovations Project 26
Change Order #6 for the Shakopee High School Additions and Renovations Project in the amount of \$21,997.20 is presented for approval.
Recommended Action
Approve Change Order #6 as presented.
4. 8. Change Order #7 for the Shakopee High School Additions and Renovations Project 28
Change Order #7 for the Shakopee High School Additions and Renovations Project in the amount of \$13,607.29 is presented for approval.
Recommended Action
Approve Change Order #7 as presented.
4. 9. Change Order #8 for the Shakopee High School Additions and Renovations Project 30
Change Order #8 for the Shakopee High School Additions and Renovations Project in the amount of \$76,416.82 is presented for approval.
Recommended Action
Approve Change Order #8 as presented.
4. 10. Approval of Copier Renewal for Central Duplicating 31

Recommendation Action

Approve to renew the Central Duplicating contract with Advanced Imaging Solutions as presented.

4. 11. Transportation Contracts for 2017-18 through 2020-21 School Years 32
Two transportation contracts to provide bussing for the 2017-18 through 2020-21 school years will be presented for Board review and approval. The new contracts, agreed to by the providers, gives a 1.0% increase in 2017-18, 1.5% increase in 2018-19 and 2.0% in the following two years.

Recommendation Action

Approve the transportation contracts with Palmer Bus Service and Klingberg Bus Service for the 2017-18 and 2020-21 school years as presented.

4. 12. Approval of 2017-18 Minnesota State High School League Membership 37

Recommended Action

Approve the 2017-18 Minnesota State High School League Membership as presented.

4. 13. Approval of Barracuda Swim Club Contract 41

Recommended Action

Approve the Barracuda Swim Club contract as presented.

5. OLD BUSINESS DISCUSSION ITEMS

5. 1. Interim Superintendent Process Update

The Personnel Committee will provide an update regarding the process to find an Interim Superintendent.

Presenter: Personnel Committee Chair Shawn Hallett

Time: 10 minutes

5. 2. Follow-Up to Short Term and Long Term Process Improvements Discussion 47

Board ViceChair Angela Tucker will review the short term and long term process improvements discussion from the June 26, 2017 School Board Retreat.

Presenter: Board ViceChair Angela Tucker

Time: 10 minutes

5. 3. 2018-19 Attendance Area Review 51

Data and Testing Administrator Dave Orłowsky will discuss scenarios with the Board. Direction will be requested around the number and specific information/scenarios to bring forth to the 2018-19 Attendance Area Task Force.

Presenter: Data and Testing Administrator Dave Orłowsky

Time: 30 minutes

5. 4. Communications Sub-Committee 93

The purpose of the communications sub-committee would be to

provide input and feedback to the Communications Department as well as district leadership on internal and external communications for the following, but not limited to: current, new and proposed initiatives, current communications channels, new and innovative ways to engage staff, parents and the community, branding and marketing Shakopee Public Schools to prospective students and new residents, identification of topics and areas of interest in the community, crisis communications, proactive vs reactive communications, key messages, as needed, serve as a sounding board, research target audiences and determine ways to focus/improve marketing strategies, and gather intelligence on what nearby school districts are doing to help staff and community stay updated about important developments

The Communications Sub-Committee would consist of the Communications Department and the following;
School Board: 2 people
Teacher Voice: 2 people
Staff Voice: 1 person
Community Members: 3-4 people
(Marketing/Branding/Communications Experts)

The Communications Sub-Committee would meet approximately six times a year and/or as needed depending on current school district climate or as issues may arise that require additional input from committee.

Presenter: Communications Supervisor Ashley McCray
Time: 5 minutes

6. OLD BUSINESS ACTION ITEMS

6. 1. 2017-18 Budget Update 94

Director of Finance and Operations Suzanne Johnson will present a 2017-18 budget update for the Board including a request to approve a contract with School Management Services, LLC.

Recommendation Action

Approve contract with School Management Services, LLC, as presented.

Presenter: Director of Finance and Operations Suzanne Johnson
Time: 5 minutes

6. 2. Board Approved Referendum Authority 96

The District currently has \$183.97 of school board approved (converted) referendum authority through taxes payable 2017/fiscal year 2018 and \$116.03 of school board approved (created authority) referendum authority through taxes payable 2018/fiscal year 2019 in compliance with Minnesota Statutes, Section 126C.17, as amended.

Pursuant to Minnesota Statutes, Section 126C.17, subdivision 9a, it is recommended the Board authorize a single new Board approved referendum authority of \$300 per adjusted pupil unit by combining the \$183.97 and \$116.03 of school board approved referendum authority that is referenced above. It is the intention to create the maximum authority for which the District is eligible, not to exceed \$300 per adjusted pupil unit. This new Board approved referendum authority shall be applicable for five years and begin with taxes payable in 2018.

Recommended Action

Upon Roll call Vote, Authorize a single new Board approved referendum authority of \$300 per adjusted pupil unit as presented.
Presenter: Director of Finance and Operations Suzanne Johnson
Time: 10 minutes

6. 3. Final Approval of Policy 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources 99
Policy Committee Chair Tony Pass will present Policy 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources for 2nd Reading and final approval.

Recommended Action

Approve Policy 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources for final approval as presented.
Presenter: Policy Committee Chair Tony Pass
Time: 5 minutes

6. 4. Award of Bid for the South Site Development Project and Construction Update 116
Chris Ziemer, ICS Consulting will present a construction update for the Board along with the bids for the South Site Development Project which were received on May 23, 2017 for approval.

Recommended Action

Approve a contract with S.M. Hentges & Sons, Inc. of Jordan, Minnesota for the total bid amount of \$2,309,800.00 for the South Site Development Project as presented.
Presenter: Chris Ziemer, ICS Consulting and Director of Finance and Operations Suzanne Johnson
Time: 20 minutes

7. NEW BUSINESS DISCUSSION ITEMS

7. 1. District 5-Year Radon Testing Information Buildings and Grounds Manager Kain Smith will present the district's 5-year radon testing information to the Board for review. 142
Presenter: Buildings and Grounds Manager Kain Smith
Time: 10 minutes

8. NEW BUSINESS ACTION ITEMS

8. 1. Approval of 2017-18 Activity and Parking Fee Rates 228

The District performed the initial analysis of district's activity and parking fees in relation to other metro schools during the January 16, 2017 School Board Retreat. Based on that analysis and analysis since January, the district's fees are significantly lower than that of other districts. As a result, a proposed increase of \$30 to all activity fees (from \$120 to \$150) and a \$40 increase to parking fees (from \$60 to \$100) will be made.

Note that, even after this adjustment, fees are still well below the metro average. The Board should consider additional increases in future years.

In addition, there will be an increase in admission prices for adults to all events by \$1.00. The Activities Office will also begin enforcing that identification must be presented by staff and students in order to attend events at no cost.

Recommendation Action

Authorize the increases to activity and parking fees as described above.

Presenter: Director of Finance and Operations Suzanne Johnson

Time: 10 minutes

8. 2. 2017-18 Long Term Facilities Maintenance (LTFM) 230

The new procedures for obtaining approval for LTFM revenue are designed to comply with requirements of the LTFM statute which states that a school district or intermediate district, must have a ten-year facility plan adopted annually by the school board and approved by the Commissioner of Education. All documents required by MDE are part of the LTFM ten-year plan.

The LTFM expenditures were developed by Kain Smith, Buildings and Grounds Manager in conjunction with building Principals and ICS Consulting. The expenditures plan is reviewed annually; it may change based on unforeseen circumstances. The LTFM revenue was developed based on the latest Adjusted Pupil Units and the addition of the space at the high school. The LTFM proposal will be reviewed and brought to the Board for approval annually.

Recommendation Action

Adopt the long term facilities maintenance plan as presented.

Presenter: Director of Finance and Operations Suzanne Johnson

Time: 10 minutes

9. OTHER

10. COMMITTEE REPORTS

11. UPCOMING MEETINGS AND IMPORTANT DATES

July 11, 2017 Citizens' Financial Advisory Committee Meeting 6:00PM

July 13, 2017 School Board Personnel Committee Meeting 7:00AM

July 24, 2017 School Board Learning Session 6:00PM
August 8, 2017 Citizens' Financial Advisory Committee Meeting 6:00PM
August 14, 2017 School Board Finance Committee Meeting 5:00PM
August 14, 2017 School Board Business Meeting 6:00PM

12. ADJOURNMENT

13. PERSONALIZED COMMUNITY ENGAGEMENT

The School Board will be available to answer questions for up to 30 minutes following the adjournment of the meeting.

http://www.swnewsmedia.com/prior_lake_american/news/education/school_briefs/health-students-place-at-state/article_89242b5c-ae97-52b9-ac29-b2f27d3a1827.html

Health students place at state

Apr 13, 2017



Shakopee High School's Health Occupations Students of America club recently competed at state, with several members placing.

Shakopee High School's Health Occupations Students of America club recently competed at state, with several members placing.

Shakopee High School's chapter of Health Occupations Students of America competed in the HOSA state competition in late March.

Among the events were knowledge tests, team events, and leadership events.

HOSA is a club that helps prepare future leaders in health care while giving back to the community.

Ankith Arun competed in job seeking skills, in which he applied to be a neurosurgeon and was treated like one. He filled out an application and had an interview.

"I personally loved it because not only was it a ton of fun, but it makes me feel a lot more prepared for the health field," he said.

By the end of the state competition, he said the group had more confidence that they're capable of being successful in the health field.

Among those who participated were Arun, Charlize Bistodeau, Nicole Nimako-Boateng, Jennifer Thach, Neha Rokkam, Sai Anoop Dhamera, Sahil Patel, Alayna Hoehn, Vivian Pham, Rossa Sabu and Bradley Vilaychack.

The following placed in the competition:

Ankith Arun: First place, job seeking skills, first in researched persuasive speaking and writing, second in creative problem solving.

Charlize Bistodeau: Second in creative problem solving.

Nicole Nimako-Boateng: Second in creative problem solving.

Anoop Dhamera: Third in researched persuasive speaking and writing.

Alayna Hoehn: Second in creative problem solving.

Neha Rokkam: Fourth in extemporaneous health poster.

Rossa Sabu: Second in medical spelling.

Those who placed are eligible to compete at the national competition in Orlando, Florida, from June 21-24 against 6,800 competitors from around the world.

Minutes of School Board Business Meeting

School Board Shakopee Public Schools

A School Board Business Meeting of the School Board of Shakopee Public Schools was held Monday, June 12, 2017, beginning at 6:00 PM in the Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. CALL TO ORDER AND ROLL CALL - CHAIR SWANSON.

PRESENT: Bowerman, Hallett, McKeand, Pass, Romansky, Tucker and Swanson
ABSENT: None

2. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.

McKeand/Romansky moved to approve the agenda with 7.3 Acceptance of Bid – South Site Development Project postponed to future meeting as presented; motion passed unanimously.

3. ADJOURN TO CLOSED SESSION

3. 1. Closed Session

Bowerman/Tucker moved to enter a Closed session pursuant to Minnesota Statutes Section 13D.05, Subdivision 2(b) for the preliminary consideration of allegations or charges against an individual subject to the School Board's authority and Subdivision 3(b) based upon the attorney-client privilege as presented; motion passed unanimously.

4. ADJOURN FROM CLOSED SESSION AND RETURN TO BUSINESS MEETING

At 8:42PM, the Board adjourned from Closed Session and returned to the Business Meeting.

5. CONSENT ITEMS

Romansky/Pass moved to approve the consent agenda as presented; motion passed unanimously.

5. 1. Personnel Items

5.1.1 Acceptance of Resignations

Last Name, First Name, Position, Location, Effective Date

Altrichter, Corinne, Teacher, Special Services, High School, 5/26/2017

Burgess, Melissa, Teacher, Kindergarten, Sweeney Elementary School, 5/26/2017

Demars, Stephanie, Teacher, Special Services, High School, 7/15/2017

Depies, Benjamin, Teacher, Physics, East Junior High School, 5/26/2017

Doran, Denise, Adult Program Coordinator, District Office, 6/09/2017

Ecklund, Jennifer, Health Assistant, High School, 5/25/2017

Hanson, Benjamin, Teacher, English, West Junior High School, 5/26/2017

Hanson, Christine, Program Support Assistant, Pearson 6th Grade Center, 5/25/2017

Helmbrecht, Laura, Teacher, Grade 1, Eagle Creek Elementary School, 5/26/2017

Helmbrecht, Josh, Teacher, Grade 5, Red Oak Elementary School, 5/26/2017

Hulting, Theresa, Speech language Pathologist, Sweeney Elementary School, 5/26/2017

Hutcheson, Angela, Administrative Assistant , District Office, 6/23/2017
Kloeckl, Sarah, Special Services Supervisor, District Office, 6/30/2017
Nesbitt, Gregory, Teacher, Special Services , Pearson 6th Grade Center, 5/26/2017
Niesen, Alyssa, Program Support Assistant, West Junior High School, 5/25/2017
Ryan, Marie, Teacher, Special Services, West Junior High School, 5/26/2017
Sage, Joseph, Teacher, Physics, West Junior High School, 5/26/2017
Schwartz, Kyle, Teacher, Grade 5, Red Oak Elementary School, 5/26/2017
Solberg, Layne, Teacher, Special Services, Sun Path Elementary School, 5/26/2017
Streed, Megan, Teacher, Special Services, Red Oak Elementary School, 5/26/2017
Tangert, Christopher, Teacher, Special Services, Central Family Center, 5/26/2017
Thompson, Sarah, Human Resources Generalist, District Office, 5/25/2017
Unger, Rebecca, Teacher, Special Services, Sun Path Elementary School, 5/26/2017
Wojciechowski, Nora, Teacher, English, High School, 5/26/2017

Recommended Action

Accepted the resignations and thank them for their service to the district as presented.

5.1.2 Recognition and Acceptance of Resignations

Last Name, First Name, Position, Location, Effective

Bezek, John, Assistant Superintendent, District Wide, 6/30/2017

Hare, Scott, Executive Director of Administrative Services, District Wide, 6/30/2017

Recommended Action

Accepted the resignations and thanked them for their service to the district as presented.

5.1.3 Approval of Non-Renewal of Certified Contracts

The district is recommending the non-renewal of a teaching contract for Teachers listed below. The non-renewal will be effective 5/26/2017.

Last Name, First Name , Position, Location, Effective

Pham, Anh Dao, Teacher, PACE, Central Family Center, 5/26/2017

Boettger, Hannah, Teacher, Grade 3, Eagle Creek Elementary School, 5/26/2017

Walker, Megan, Teacher, Grade 5, Sweeney Elementary School, 5/26/2017

Pint, Alison, Teacher, Special Services, Sweeney Elementary School, 5/26/2017

Segar, Kirsten, Teacher, English , Pearson 6th Grade Center, 5/26/2017

Lund, Hannah, Teacher, Math, High School, 5/26/2017

Sauter, Chad, Teacher, Social Studies, Pearson 6th Grade Center, 5/26/2017

Schmitz, Lyndie, Teacher, Media Specialist, Pearson 6th Grade Center, 5/26/2017

Woodward, Mark, Teacher, Science, High School, 5/26/2017

Waldorf, Taylor, Teacher, Social Studies, High School, 5/26/2017

Alexander, Emily, Teacher, Math , East Junior High School, 5/26/2017

Lehman, Jennifer, Teacher, Special Services, West Junior High School, 5/26/2017

Wills, Alexandra, Teacher, Intervention, Red Oak Elementary School, 5/26/2017

Recommended Action

Approved the non-renewal of the certified contracts as presented.

5.1.4 Request for Unpaid Leave of Absence

Laura Aleckson, Teacher at Pearson 6th Grade Center, is requesting an unpaid leave of absence following her FMLA leave which will start on 8/21/2017 through 1/19/2018.

Recommended Action

Approved the unpaid leave of absence as presented.

5.1.5 Approval of Certified Contracts for the 2017-18 School Year

Last Name, First Name, Position, Location, Grade, Step, FTE, Effective, Salary Annual

Dankey, Kelsi, School Social Worker, Sun Path Elementary School, MA, 3, 1.0, 8/21/2017, \$47,263.00, R
Mhiripiri, Ebony, Teacher, FACS, High School, MA, 7, 1.0, 8/21/2017, \$52,616.00, R
Peterson, Jennifer, School Social Worker, Sweeney Elementary School, BA, 3, 1.0, 8/21/2017, \$39,440.00, R
Schrandt, Sarah, Teacher, Special Services, High School, BA, 3, 1.0, 8/21/2017, \$39,440.00, R
Thomas, Lori, Teacher, Teacher Special Services, MA+20, 20, 1.0, 8/21/2017, \$72,032.00, R
Votin, Jesse, Teacher, Physics, High School/West Junior High School, MA, 7, 1.0, 8/21/2017, \$52,616.00, R

Recommended Action

Approved certified contracts as presented.

5. 1. 1. Personnel Items Continued

5.1.6 Approval of Co-Curricular Assignments

Last Name, First Name, Position

Sariego, Monica, Assistant LEAD Advisor

Hoffman, Michael, National Honor Society

Krmpotich, Colleen, Assistant High School Girls Hockey Coach

Haskins, Zach, Head Boys Cross Country Coach

Recommended Action

Approved the Co-Curricular Assignments as presented.

5.1.7 Tenure Recommendations

The following employees are recommended for tenure.

Last Name, First Name, Subject Area, FTE, Current Building

Buck, Brianna, Teacher, Tech Integration, 1.0, District Office

Gerhart, Kari, Teacher, Tech Integration, 1.0, District Office

Raffelson, Amy, Teacher, Eval Team, 1.0, District Office

Weiers, Andrew, Teacher, DAPE, 1.0, District Office

Amundsen, Elizabeth, Teacher, Math, 1.0, High School

Bauer, Wendy, Teacher, Special Services, 0.6, High School

Douds, Ryan, Teacher, Social Studies, 1.0, High School

Dueffert, Matthew, Teacher, Math, 1.0, High School

Grahn, Brent, Teacher, Math, 1.0, High School

Hinsz, Lisa, Teacher, Biology General, 1.0, High School

Javner, Cassidy, Teacher, Chemistry, 1.0, High School

Mcdonald, Emily, Teacher, Biology General, 1.0, High School

Meredith, Luke, TOSA, Instructional Coach, 1.0, High School

Nelson, Todd, Teacher, Business Ed, 1.0, High School

Olson, Sarah, Teacher, Comm/Lang Arts, 0.6, High School

Pavlak, Amanda, Teacher, Special Services, 1.0, High School

Satoh, Naomi, Teacher, Japanese, 0.8, High School

Sayer, Samantha, Teacher, Math, 1.0, High School

Severson, Jennifer, Teacher, Guidance Counselor, 1.0, High School

Sommer, Allison, Teacher, Math, 1.0, High School

Crowe, Robert, Teacher, Special Services, 1.0, West Junior High School

Gerdes, Jodie, Teacher, ESL, 1.0, West Junior High School

Menden, Courtney, Teacher, Math, 1.0, West Junior High School

Realander, Katie, Teacher, Intervention-Math, 1.0, West Junior High School

Rieder, Jennifer, Teacher, Special Services, 1.0, West Junior High School

Wilfahrt, Mary, Teacher, Intervention Lang Arts, 1.0, West Junior High School
Hubert, Katherine, Teacher, Special Services, 1.0, East Junior High School
Lohman, Martin, Teacher, Ind Tech, 1.0, East Junior High School
Peterson, Pamela, Teacher, English/Lang Art, 1.0, East Junior High School
Schiebe, Stephanie, Teacher, Art, 1.0, East Junior High School
Stock, Jonathan, Teacher, English/Lang Art, 1.0, Tokata Learning Center
Harper, Sherrie, Teacher, GR 2, 1.0, Sweeney Elementary School
Reinhart, Mellissa, Teacher, Special Services, 1.0, Sweeney Elementary School
Triest, Eryn, Teacher, Kindergarten, 1.0, Sweeney Elementary School
Flack, Alison, Teacher, GR 5, 1.0, Sun Path Elementary School
Goembel, Danielle, Teacher, Intervention Comp, 1.0, Sun Path Elementary School
Hart, Emily, Teacher, GR 1, 1.0, Sun Path Elementary School
Landro, Kelsey, Teacher, GR 1, 1.0, Sun Path Elementary School
Miller, Monica, TOSA, Instructional Coach, 1.0, Sun Path Elementary School
Schaaf, Nancy, Teacher, ESL, 1, Sun Path Elementary School
Schuman, Kayla, Teacher, Kindergarten, 1.0, Sun Path Elementary School
Evelt, Mitchell, Teacher, Music Instrumental, 1.0, Pearson 6th Grade Center
Fleming, Kelsey, Teacher, Music General, 1.0, Pearson 6th Grade Center
Goodrich, Claire, Teacher, Science GR 6, 1.0, Pearson 6th Grade Center
Vanderwaal, Melissa, Teacher, ESL, 1.0, Pearson 6th Grade Center
Edberg, Sarah, Physical Therapist, 1.0, Central Family Center
Lindmeyer, Jodi, Teacher, ECSE Brth-2, 1.0, Central Family Center
Stockey, Sally, Social Worker SpEd, 0.6, Central Family Center
Kelly, Alexandria, Teacher, GR 4, 1.0, Red Oak Elementary School
Koonst, Elizabeth, Speech/Language Path, 1.0, Red Oak Elementary School
Streed, Megan, Teacher, Special Services, 1.0, Red Oak Elementary School
Brodén, Heather, Teacher, GR 5, 1.0, Red Oak Elementary School
Carlson, Cassandra, Teacher, GR 2, 1.0, Eagle Creek Elementary School
Dietz, Jeffrey, Teacher, Kindergarten, 1.0, Eagle Creek Elementary School
Gale, Elizabeth, Teacher, Art, 1.0, Eagle Creek Elementary School
Garvin, Rebecca, Teacher, Kindergarten, 1.0, Eagle Creek Elementary School
Parent, Julie, Teacher, Special Services, 1.0, Eagle Creek Elementary School
Zimmerman, Ashley, Teacher, ESL, 1.0, Eagle Creek Elementary School
Knutson, Maranda, Teacher, GR 2, 1.0, Jackson Elementary School
Lundberg, Phillip, Teacher, GR 3, 1.0, Jackson Elementary School

Recommended Action

Approved the tenure recommendations as presented.

5. 2. Approval of minutes of the May 8, 2017 Business Meeting and May 22, 2017 Board Learning Session.

Recommended Action

Approved the minutes of the May 8, 2017 Business Meeting and May 22, 2017 Board Learning Session as presented.

5. 3. Consideration of bills and authorization to pay same.

Recommended Action

Approved the bills and authorized to pay same as presented.

5. 4. Approval of wires report.

Recommended Action

Approved the wires report as presented.

5. 5. Approval of CFC Lease Agreement.

Recommended Action

Approved lease agreement with the CAP Agency as presented.

5. 6. Annual School District Population Estimate Resolution.

Recommended Action

Approved the Annual School District Population Estimate Resolution as presented.

5. 7. Approval of 2017-18 YMCA Pre-School Contract.

Recommended Action

Approved the 2017-18 YMCA Pre-School Contract as presented.

5. 8. Long-Term Maintenance Revenue for Southwest Metro Intermediate 288

Recommended Action

Approved the resolution approving SW Metro Intermediate School District 288's long-term maintenance program budget and authoring the inclusion of a proportionate share of those projects in the district's application for long-term facility maintenance revenue as presented.

6. OLD BUSINESS DISCUSSION ITEMS

6. 1. Budget Update

Todd Netzke, School Management Services, presented a budget update.

7. OLD BUSINESS ACTION ITEMS

7. 1. Approval of 2017-18 Adopted Budget

Director of Finance and Operations Suzanne Johnson and Todd Netzke, School Management Services, presented the 2nd Reading of the 2017-18 Adopted Budget for board approval.

Recommended Action

McKeand/Bowerman moved to approve the 2017-18 Adopted Budget as presented; motion passed unanimously.

7. 2. Citizens' Financial Advisory Committee

On behalf of the Finance Committee, Chair Reggie Bowerman presented the 5 school district citizens recommended for membership on the Citizens' Financial Advisory Committee. The 5 citizens are: Jackie Haremza, Adam Johnson, Steven Jones, Allen Larson and Jennifer Smith.

Recommended Action

Hallett/Pass moved to approve the citizen membership of Jackie Haremza, Adam Johnson, Steven Jones, Allen Larson and Jennifer Smith on the Citizens' Financial Advisory Committee beginning June 13, 2017 as presented; motion passed unanimously.

7. 3. Construction Update

Assistant Superintendent John Bezek presented a construction update for the board.

Recommended Action

No action taken at this time. Postponed to future meeting.

8. NEW BUSINESS DISCUSSION ITEMS

8. 1. 1st Reading of School District Policy 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources

Assistant Superintendent John Bezek presented Policy 721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources for 1st Reading.

Recommended Action

Bowerman/McKeand moved to accept Policy 721 for 1st Reading as presented; motion passed unanimously.

9. NEW BUSINESS ACTION ITEMS

10. OTHER

11. COMMITTEE REPORTS

12. UPCOMING MEETINGS AND IMPORTANT DATES

June 12, 2017	School Board Finance Committee Meeting	5:00PM
June 13, 2017	Citizens' Financial Advisory Committee Meeting	6:00PM
June 26, 2017	School Board Summer Retreat	6:00PM
July 10, 2017	School Board Finance Committee Meeting	5:00PM
July 10, 2017	School Board Business Meeting	6:00PM
July 24, 2017	School Board Learning Session	6:00PM

13. ADJOURNMENT

At 9:21PM, Tucker/Pass moved to adjourn as presented; motion passed unanimously.

Minutes of Special Board Meeting

School Board Shakopee Public Schools

A Special Board Meeting of the School Board of Shakopee Public Schools was held Monday, June 19, 2017, beginning at 6:00 PM in the Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. CALL TO ORDER AND ROLL CALL - CHAIR SWANSON.

PRESENT: Bowerman, Hallett, McKeand, Pass, Romansky, Tucker and Swanson

ABSENT: None

2. CONSIDERATION OF AGENDA AS PRESENTED AND ADDITIONS.

McKeand/Pass moved to approve the agenda as presented; motion passed unanimously.

3. NEW BUSINESS ACTION ITEMS

3. 1. Acceptance of Resignation

School Board Chair Scott Swanson will present a resolution to accept the resignation and approve the separation agreement for Superintendent Dr. Rod Thompson.

Recommended Action

Bowerman/Tucker moved to approve the resolution to accept the resignation of Superintendent Dr. Rod Thompson and approve the separation agreement as presented; upon roll call vote, motion passed unanimously.

4. RECOGNITION OF VISITORS TO BOARD MEETING.

Comments from individuals were limited to 2 minutes each. Please note that the School Board did not be responding to comments.

5. UPCOMING MEETINGS AND IMPORTANT DATES

June 26, 2017	School Board Summer Retreat	6:00PM
July 10, 2017	School Board Finance Committee Meeting	5:00PM
July 10, 2017	School Board Business Meeting	6:00PM
July 24, 2017	School Board Learning Session	6:00PM

6. ADJOURNMENT

Tucker/Romansky moved to adjourn; motion passed unanimously.

Minutes of School Board Special Meeting and Retreat

School Board Shakopee Public Schools

A School Board Special Meeting and Retreat of the School Board of Shakopee Public Schools was held Monday, June 26, 2017, beginning at 6:00 PM in the Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. At 6:00PM, CALL TO ORDER SCHOOL BOARD SPECIAL MEETING AND ROLL CALL - CHAIR SWANSON.

PRESENT: Bowerman, Hallett, McKeand, Pass, Romansky, Tucker and Bowerman

ABSENT: None

2. CONSIDERATION OF BUSINESS MEETING AGENDA AS PRESENTED AND ADDITIONS.

Tucker/McKeand moved to approve the agenda as presented; motion passed unanimously.

3. CONSENT ITEMS

4. OLD BUSINESS ACTION ITEMS

5. NEW BUSINESS ACTION ITEM

5. 1. Approval of the Director of Human Resources

Interviews for the position of Director of Human Resources were held on June 12 and June 15, 2017. The Personnel Committee will make a recommendation for the hiring of Mr. Keith Gray.

Last Name, First Name, Position, Location, Effective, Salary

Gray, Keith, Director of Human Resources, District Wide, 7/01/2017, \$145,000.00

Recommended Action

McKeand/Pass moved to approve the contract for Keith Gray as Director of Human Resources as presented; motion passed unanimously.

6. ADJOURNMENT OF SCHOOL BOARD BUSINESS MEETING.

At 6:04PM, Hallett/McKeand moved to adjourn as presented; motion passed unanimously.

7. At 6:05PM, CALL TO ORDER SCHOOL BOARD RETREAT AND ROLL CALL - CHAIR SWANSON.

PRESENT: Bowerman, Hallett, McKeand, Pass, Romansky, Tucker and Bowerman

ABSENT: None

8. CONSIDERATION OF RETREAT AGENDA AS PRESENTED AND ADDITIONS.

8.1. 2018-19 Attendance Areas Discussion

8.2. Administrative Leadership Discussion

8.3. Short and Long Term Process Improvements Discussion

9. OTHER

10. COMMITTEE REPORTS

11. UPCOMING MEETINGS AND IMPORTANT DATES

June 27, 2017

Personnel Committee Meeting

7:00AM

July 10, 2017	School Board Finance Committee Meeting	5:00PM
July 10, 2017	School Board Business Meeting	6:00PM
July 24, 2017	School Board Learning Session	6:00PM

12. ADJOURNMENT

At 8:35PM, Tucker/Pass moved to adjourn as presented; motion passed unanimously.

Minutes of School Board Special Board Meeting

School Board Shakopee Public Schools

A School Board Special Board Meeting of the School Board of Shakopee Public Schools was held Friday, June 30, 2017, beginning at 5:00 PM in the Shakopee Public Schools District Office Board Room, 1200 Town Square, Shakopee, MN 55379.

1. CALL TO ORDER AND ROLL CALL - CHAIR SWANSON

PRESENT: Hallett, McKeand, Pass, Romansky and Swanson

ABSENT: Bowerman and Tucker

2. CONSIDERATION OF AGENDA AS PRESENTED

McKeand/Romansky moved to approve the agenda as presented; motion passed unanimously.

3. NEW BUSINESS ACTION ITEMS

3. 1. Appointment of Acting Interim Superintendent

Pursuant to MN Statute 123B.143, a recommendation was made for the appointment of Dr. Kevin Bjerken as the Acting Interim Superintendent beginning July 1, 2017 until the School Board is able to complete the process to appoint a long-term interim superintendent.

Recommended Action

Hallett/McKeand moved to appoint Dr. Kevin Bjerken as Acting Interim Superintendent beginning July 1, 2017 until the appointment of a long-term interim superintendent as presented; motion passed unanimously.

4. ADJOURNMENT

At 5:04PM, McKeand/Pass moved to adjourn as presented; motion passed unanimously.

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Change Order

PROJECT (Name and address): Vaughan Field Stadium/Concessions Improvements 200 10th Avenue East Shakopee, MN 55379	CHANGE ORDER NUMBER: 007 DATE: May 31, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Maertens-Brenny Construction Company 8251 Main Street Northeast Minneapolis, MN 55432	ARCHITECT'S PROJECT NUMBER: 152123 CONTRACT DATE: February 23, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) PCO #028 / Maertens Brenny GCPR #9 - Additional water service per City of Shakopee. ADD: \$8,793.00
- 2) PCO #030 / Maertens Brenny GCPR #11 - Fence around track. ADD: \$6,101.00
- 3) PCO #057 - Greenscapes sod deduct. DEDUCT: (\$5,000.00)

TOTAL THIS CHANGE ORDER: ADD: \$9,894.00

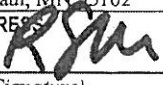
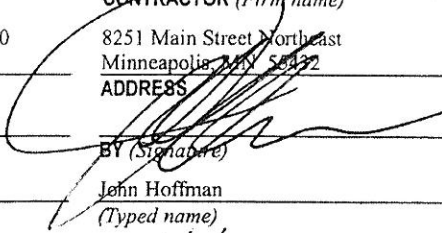
The original Contract Sum was	\$ 5,341,000.00
The net change by previously authorized Change Orders	\$ 152,752.94
The Contract Sum prior to this Change Order was	\$ 5,493,752.94
The Contract Sum will be increased by this Change Order in the amount of	\$ 9,894.00
The new Contract Sum including this Change Order will be	\$ 5,503,646.94

The Contract Time will be unchanged by zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is September 6, 2016.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.

Wold Architects Engineers ARCHITECT (Firm name) 332 Minnesota Street, Suite W2000 St. Paul, MN 55102 ADDRESS  BY (Signature) R. Scott McQueen (Typed name) 6-27-17 DATE	Maertens-Brenny Construction Company CONTRACTOR (Firm name) 8251 Main Street Northeast Minneapolis, MN 55432 ADDRESS  BY (Signature) John Hoffman (Typed name) 6/5/17 DATE	Independent School District #720 OWNER (Firm name) 1200 Town Square Mall Shakopee, MN 55379 ADDRESS BY (Signature) Michael Burlager (Typed name) DATE
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AIA® Document G701™ – 2001

Change Order

PROJECT <i>(Name and address):</i> Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	CHANGE ORDER NUMBER: 003 DATE: December 7, 2016	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	ARCHITECT'S PROJECT NUMBER: 152092 CONTRACT DATE: July 26, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) PCO #010 / Wold PR #3 - Privacy improvements at locker rooms. ADD: \$199,334.30
- 2) PCO #011 / Wold PR #8 - Structural changes to catch basins - replaces PR #001. ADD: \$28,189.35
- 3) PCO #014 / Wold PR #9 - Civil watermain and catch basin. ADD: \$18,551.30
- 4) PCO #024 / Wold SI #8 - Reroute underground storm drain. NO COST IMPACT

TOTAL THIS CHANGE ORDER = ADD: \$246,074.95

The original Contract Sum was	\$ 73,088,000.00
The net change by previously authorized Change Orders	\$ 183,236.61
The Contract Sum prior to this Change Order was	\$ 73,271,236.61
The Contract Sum will be increased by this Change Order in the amount of	\$ 246,074.95
The new Contract Sum including this Change Order will be	\$ 73,517,311.56

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 10, 2018.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.

Wold Architects Engineers ARCHITECT <i>(Firm name)</i> 332 Minnesota Street, Suite W2000 St. Paul, MN 55102 ADDRESS BY <i>(Signature)</i> P. SUTMAYEN (Typed name) 6.27.17 DATE	Shaw-Lundquist Associates, Inc. CONTRACTOR <i>(Firm name)</i> 2757 West Service Road St. Paul, MN 55121 ADDRESS BY <i>(Signature)</i> DAVID LAPOINTE (Typed name) 6/20/17 DATE	Independent School District #720 OWNER <i>(Firm name)</i> 1200 Town Square Mall Shakopee, MN 55379 ADDRESS BY <i>(Signature)</i> (Typed name) DATE
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User Notes:

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Change Order

PROJECT (Name and address): Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	CHANGE ORDER NUMBER: 005 DATE: February 22, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	ARCHITECT'S PROJECT NUMBER: 152092 CONTRACT DATE: July 26, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) PCO #005 / Wold SI #4 - Precast panel clarifications. Reference also RFI #3 and #32. NO COST IMPACT
- 2) PCO #021 / Wold SI #6 - Code review requirements. ADD: \$1,224.46
- 3) PCO #023 / Wold PR #14 - Revisions to power roof ventilators. DEDUCT: (\$1,096.44) ← TYP0
- 4) PCO #025 / Wold PR #15 - Electrical revisions to devices. ADD: \$11,161.04
- 5) PCO #031 / Wold PR #17 - Electrical revisions to riser diagram, chiller, PRV circuitry, and panelboard. ADD: \$2,809.12
- 6) PCO #035 / Wold PR #24 - New door frame types in northeast corner of Comp Gym. ADD: \$835.80
- 7) PCO #038 / Wold SI #12 - Therapy tub connection. ADD: \$1,111.25
- 8) PCO #041 / Wold PR #28 - Roof hatch and ladder at Area 'T'. Reference also RFI #147. ADD: \$1,414.54
- 9) PCO #042 / Wold SI #11 - Linear diffusers in Areas S and T. NO COST IMPACT
- 10) PCO #043 / Wold SI #14 - Dimensions for door jambs. NO COST IMPACT
- 11) PCO #044 / Wold PR #26 - Area T ceiling modifications for ductwork. ADD: 6,356.70
- 12) PCO #045 / Wold PR #29 - Glaze block and locker bases at Area G. Reference also RFI #152. ADD: \$630.00
- 13) PCO #046 / Wold PR #30 - Water based fire protection in lieu of preaction. DEDUCT: (\$60,000.00)
- 14) PCO #047 / Wold PR #31 - Area T plumbing chases and wall dimensions. Reference also RFI's 149, 150, and 151. ADD: \$6,387.89

TOTAL THIS CHANGE ORDER = DEDUCT: (\$29,165.64)

The original Contract Sum was	\$ 73,088,000.00
The net change by previously authorized Change Orders	\$ 575,237.26
The Contract Sum prior to this Change Order was	\$ 73,663,237.26
The Contract Sum will be decreased by this Change Order in the amount of	\$ 29,165.64
The new Contract Sum including this Change Order will be	\$ 73,634,071.62

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 10, 2018.

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User Notes:

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NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.

<p>Wold Architects Engineers <u>ARCHITECT (Firm name)</u></p> <p>332 Minnesota Street, Suite W2000 St. Paul, MN 55102 <u>ADDRESS</u></p> <p><i>R. SM</i> <u>BY (Signature)</u></p> <p>R. S. McQUEEN <u>(Typed name)</u></p> <p>6.27.17 <u>DATE</u></p>	<p>Shaw-Lundquist Associates, Inc. <u>CONTRACTOR (Firm name)</u></p> <p>2757 West Service Road St. Paul, MN 55121 <u>ADDRESS</u></p> <p><i>[Signature]</i> <u>BY (Signature)</u></p> <p>DAVID LARSON <u>(Typed name)</u></p> <p>6/20/17 <u>DATE</u></p>	<p>Independent School District #720 <u>OWNER (Firm name)</u></p> <p>1200 Town Square Mall Shakopee, MN 55379 <u>ADDRESS</u></p> <p><i>[Signature]</i> <u>BY (Signature)</u></p> <p><u>(Typed name)</u></p> <p><u>DATE</u></p>
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AIA Document G701™ – 2001

Change Order

PROJECT (Name and address): Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	CHANGE ORDER NUMBER: 006 DATE: March 15, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	ARCHITECT'S PROJECT NUMBER: 152092 CONTRACT DATE: July 26, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) PCO #020 / Wold PR #20 - Revised mat hoist information. ADD: \$4,664.89
 - 2) PCO #034 / Wold PR #23 - VE Items - Remove mortar beds Area T, Anti Graffiti Sealer, Bank Buildout. DEDUCT: (\$39,833.00)
 - 3) PCO #036 / Wold PR #25 - Mechanical modifications per RFI #103. DEDUCT: (\$3,300.00)
 - 4) PCO #039 / Wold SI #13 - Cabinet unit heaters. NO COST IMPACT
 - 5) PCO #040 / Wold PR #27 - Area T footing. ADD: \$5,778.00
 - 6) PCO #049 / Wold PR #33 - Interior precast detail clarifications Athletics Area. ADD: \$1,849.64
 - 7) PCO #053 / Wold PR #37 - Two new exhaust fans Area T and Area H-L. ADD: \$10,831.60
 - 8) PCO #057 / Wold PR #40 - Remodel ductwork in Area M due to existing structure RFI #162. ADD: \$3,028.10
 - 9) PCO #059 / Wold PR #43 - Delete beam smoke detectors PR #30 removes preaction system. DEDUCT: (\$8,015.00)
 - 10) PCO #060 / Wold PR #38 - Clarifications to existing AHU Area M. ADD: \$15,807.17
 - 11) PCO #061 / Wold PR #44 - RFI #192 and RFI #195 - Area L and T Mechanical. ADD: \$17,272.50
 - 12) PCO #062 / Wold PR #45 - Floor drain vent pipes Area T. ADD: \$3,482.25
 - 13) PCO #064 / Wold SI #16 - Area A curtain wall opening clarification. NO COST IMPACT
 - 14) PCO #067 / Wold PR #51 - Updated details at Area G roof - response to RFI #199. ADD: \$10,431.05
- TOTAL THIS CHANGE ORDER = ADD: \$21,997.20

The original Contract Sum was	\$ 73,088,000.00
The net change by previously authorized Change Orders	\$ 546,071.62
The Contract Sum prior to this Change Order was	\$ 73,634,071.62
The Contract Sum will be increased by this Change Order in the amount of	\$ 21,997.20
The new Contract Sum including this Change Order will be	\$ 73,656,068.82

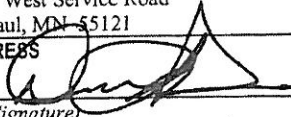
The Contract Time will be unchanged by Zero (0) days.
 The date of Substantial Completion as of the date of this Change Order therefore is August 10, 2018.

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User Notes:

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.

Wold Architects Engineers ARCHITECT (Firm name)	Shaw-Lundquist Associates, Inc. CONTRACTOR (Firm name)	Independent School District #720 OWNER (Firm name)
332 Minnesota Street, Suite W2000 St. Paul, MN 55102 ADDRESS	2757 West Service Road St. Paul, MN 55121 ADDRESS	1200 Town Square Mall Shakopee, MN 55379 ADDRESS
<i>RSM</i> BY (Signature)	 BY (Signature)	 BY (Signature)
<i>6.27.17</i> (Typed name)	<i>DAVID LAPRADE</i> (Typed name)	 (Typed name)
<i>R. SUTT WEAVER</i> DATE	<i>6/20/17</i> DATE	 DATE



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Change Order

PROJECT (Name and address): Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	CHANGE ORDER NUMBER: 007 DATE: May 25, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	ARCHITECT'S PROJECT NUMBER: 152092 CONTRACT DATE: July 26, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) PCO #020 / Wold PR #011 - Code review requirements. ADD: \$21,460.91
- 2) PCO #037 / Wold PR #022 - Structural RFIs. ADD: \$28,452.56
- 3) PCO #050 / Wold PR #034 - Theatrical lighting modifications in Area A. DEDUCT: (\$21,437.71)
- 4) PCO #051 / Wold SI #015 - Restrooms in Areas A, H, L, T, back to base bid. NO COST IMPACT
- 5) PCO #054 / Wold PR #039 - Response to RFI #167, clarification on demo in Area M. ADD: \$9,126.40
- 6) PCO #055 / Wold PR #041 - Response to RFI 183, update restroom wall types. ADD: \$1,622.28
- 7) PCO #056 / Wold PR #036 - Remove drain tile at entrance doors. DEDUCT: (\$21,234.84)
- 8) PCO #058 / Wold PR #042 - Removal of interior lights at Area M Commons and exterior lights at Comp Gym. DEDUCT: (\$24,717.67)
- 9) PCO #063 / Wold PR #046 - Replace PR #032 canopy and loading gallery, also reference RFI #161 response. ADD: \$17,027.93
- 10) PCO #065 / Wold PR #048 - Ceiling clarifications in Areas A, B, K, also reference RFI #178 response. NO COST IMPACT
- 11) PCO #066 / Wold PR #050 - Infill storage door at Area L, related to RFI #181. ADD: \$4,604.85
- 12) PCO #069 / Wold PR #053 - Metal clad cabling in lieu of raceways and conductors. DEDUCT: (\$29,020.00)
- 13) PCO #070 / Wold SI #017 - Updated column wrap detail. NO COST IMPACT
- 14) PCO #071 / Wold PR #052 - Turf field modifications. DEDUCT: (\$61,542.67)
- 15) PCO #073 / Wold PR #057 - Change penthouse wall at stair from block to stud. ADD: \$2,040.37
- 16) PCO #075 / Wold PR #056 - Structural clarifications for precast walls at Area A and joistdeck clarifications for Areas A, B, P, and S. ADD: \$11,266.79
- 17) PCO #076 / Wold SI #018 - Response to RFI #237 - Terrazzo divider strip. NO COST IMPACT
- 18) PCO #077 / Shaw-Lundquist GCPR #005 - Area A lighting repair. ADD: \$1,153.28
- 19) PCO #080 / Wold PR #058 - Updated HVAC at Auditorium. ADD: \$2,664.90
- 20) PCO #081 / Wold PR #062 - Delete (4) aisle lights in Auditorium. DEDUCT: (\$513.94)

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User Notes:

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- 21) PCO #082 / Shaw-Lundquist GCPR #004 - Site work to accommodate existing utilities. ADD: \$19,103.70
- 22) PCO #083 / Shaw-Lundquist GCPR #006 - Temporary enclosure Area M duct. ADD: \$1,856.80
- 23) PCO #084 / Wold PR #064 - Switch to built up roofing Area G, K. ADD: \$48,913.20
- 24) PCO #085 / Wold SI #019 - Return air duct clarifications. NO COST IMPACT
- 25) PCO #087 / Wold PR #049 - Food service equipment plan modifications. DEDUCT: (\$60,162.25)
- 26) PCO #093 / Shaw-Lundquist GCPR #008 - Bleacher floorboard replacement. ADD: \$34,435.45
- 27) PCO #100 / Shaw-Lundquist GCPR #009 - Pricing for de-watering. ADD: \$24,405.65
- 28) PCO #101 / Shaw-Lundquist GCPR #010 - Response to RFI #320, add tapered roof insulation in Area L. ADD: \$4,101.30

TOTAL THIS CHANGE ORDER = ADD: \$13,607.29

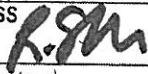
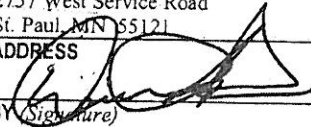
The original Contract Sum was	\$ 73,088,000.00
The net change by previously authorized Change Orders	\$ 568,068.82
The Contract Sum prior to this Change Order was	\$ 73,656,068.82
The Contract Sum will be increased by this Change Order in the amount of	\$ 13,607.29
The new Contract Sum including this Change Order will be	\$ 73,669,676.11

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 10, 2018.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.

<u>Wold Architects Engineers</u> ARCHITECT <i>(Firm name)</i> 332 Minnesota Street, Suite W2000 St. Paul, MN 55102 <u>ADDRESS</u>  <u>BY</u> <i>(Signature)</i> R. Scott McQueen <i>(Typed name)</i> <u>6.27.17</u> DATE	<u>Shaw-Lundquist Associates, Inc.</u> CONTRACTOR <i>(Firm name)</i> 2757 West Service Road St. Paul, MN 55121 <u>ADDRESS</u>  <u>BY</u> <i>(Signature)</i> David LaPree <i>(Typed name)</i> <u>6/20/17</u> DATE	<u>Independent School District #720</u> OWNER <i>(Firm name)</i> 1200 Town Square Mall Shakopee, MN 55379 <u>ADDRESS</u> <u>BY</u> <i>(Signature)</i> Michael Burlager <i>(Typed name)</i> <u>DATE</u>
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AIA Document G701™ – 2001

Change Order

PROJECT (Name and address): Shakopee High School Additions and Renovations 100 17th Avenue West Shakopee, MN 55379	CHANGE ORDER NUMBER: 008 DATE: June 9, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, MN 55121	ARCHITECT'S PROJECT NUMBER: 152092 CONTRACT DATE: July 26, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) Added costs relating to heat and cover resulting from delay in receiving plumbing permit from State. ADD: \$67,418.82
- 2) Additional cost for out of sequence work and thus providing materials to inaccessible area. ADD: \$8,998.00
- 3) Refer to attached Exhibit 'A' Schedule Sheets A0.002, A0.010, A0.020, A0.021, A0.030, A0.040, A0.041, A0.050, A0.051, A0.060, and A0.061 "Revised Phasing" indicating updated substantial completion dates caused by delayed plumbing permit and based on Shaw-Lundquists construction schedule dated 4.24.17.

TOTAL THIS CHANGE ORDER = ADD: \$76,416.82

The original Contract Sum was	\$	73,088,000.00
The net change by previously authorized Change Orders	\$	581,676.11
The Contract Sum prior to this Change Order was	\$	73,669,676.11
The Contract Sum will be increased by this Change Order in the amount of	\$	76,416.82
The new Contract Sum including this Change Order will be	\$	73,746,092.93

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is August 10, 2018.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which 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.

<u>Wold Architects Engineers</u> ARCHITECT (Firm name)	<u>Shaw-Lundquist Associates, Inc.</u> CONTRACTOR (Firm name)	<u>Independent School District #720</u> OWNER (Firm name)
332 Minnesota Street, Suite W2000 St. Paul, MN 55102 ADDRESS	2757 West Service Road St. Paul, MN 55121 ADDRESS	1200 Town Square Mall Shakopee, MN 55379 ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
R. Scott McQueen (Typed name)	David LaPree (Typed name)	Michael Burlager (Typed name)
6.27.17 DATE	6/20/17 DATE	DATE

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User Notes:

(1198801239)



Memorandum

To: School Board

From: Suzanne Johnson

Date: July 10, 2017

Re: Copier Renewal for Central Duplicating

Action: Approve contract renewal with Advanced Imaging Solutions (AIS) for Central Duplicating

The District's software needed to run the Central Duplicating services expired at the end of May. As a result, we would like to propose renewing the AIS copier contract for Central Duplicating so that all equipment is on identical terms. There is no added cost as a result of the renewal.

Recommendation: Approve to renew the Central Duplicating contract with Advanced Imaging Solutions.

If I can be of further assistance or provide additional information please contact me via email at sjohnson@shakopee.k12.mn.us or 952-496-5011.

Cc: Sarah Koehn



Memorandum

To: School Board

From: Suzanne Johnson

Date: July 10, 2017

Re: Transportation Contracts for 2017-18 through 2020-21.

Action: Approve Transportation Contracts

Attached are two transportation contracts to provide bussing for the 2017-18 through 2020-21 school years. The new contracts, agreed to by the providers, gives a 1.0% increase in 2017-2018, 1.5% increase in 2018-2019 and 2.0% in the following two years.

Recommendation: Approve the attached contracts for the 2017-18 and 2020-21 school years.

If I can be of further assistance or provide additional information please contact me via email at sjohnson@shakopee.k12.mn.us or 952-496-5011.

Cc: Sarah Koehn

Attachments:

Transportation contract for Palmer Bus Service
Transportation contract for Klingberg Bus Service

Shakopee Public Schools Transportation Cost Tabulation

Basic Contract - Regular Transportation

		<u>2016-17</u>	<u>2017 - 18</u>	<u>2018 - 19</u>	<u>2019 - 20</u>	<u>2020 - 21</u>
A.						
A.1	Per Pupil Regular	414.91	419.06	425.35	433.86	442.54
A.2	Activity buses	45.69	46.15	46.84	47.78	48.74
A.3	Vocational	57.14	57.71	58.58	59.75	60.95
A.4	SACS Shared Time	45.72	46.18	46.87	47.57	48.28
A.5	Round trip Jr. High to Sr. High	45.72	46.18	46.87	47.81	48.77
A.6	One way To School (Jr to HS)	17.14	17.31	17.57	17.92	18.28
A.7	Summer School	2.86	2.89	2.93	2.99	3.05
	Increase		1.00%	1.50%	2.00%	2.00%
B. <u>ATHLETIC & FIELD TRIPS</u>						
B.1.	Bus per Mile	1.38	1.39	1.41	1.43	1.45
B.2.	Bus per Hour	21.62	21.84	22.17	22.50	22.84
	Increase		1.00%	1.50%	2.00%	2.00%
C. <u>DISTRICT Disabled</u>						
C.1.	In District Disabled	16.96	17.13	17.39	17.74	18.09
C.2.	In District Disabled (Early Childhood)	17.14	17.31	17.57	17.92	18.28
C.3.	In District Disabled Wheelchair	25.23	25.48	25.86	26.38	26.91
C.4.	Out of District Disabled - Bus					
C.5.	Bus per Mile	1.59	1.61	1.63	1.66	1.69
C.6.	Driver per Hour	16.32	16.48	16.73	17.06	17.40
C.7.	Seven County Maximum per pupil					
C.8.	Out of District disabled - car/van					
C.9.	Car/Van per Mile	1.47	1.48	1.50	1.53	1.56

Shakopee Public Schools Transportation Cost Tabulation

C.10. Driver per Hour	16.32	16.48	16.73	17.06	17.40
C.11. Seven County Maximum per pupil					
Increase		1.00%	1.50%	2.00%	2.00%
	<u>2016-17</u>	<u>2017 - 18</u>	<u>2018 - 19</u>	<u>2019 - 20</u>	<u>2020 - 21</u>
C.12 Early Childhood Special Education	16.85	17.02	17.28	17.63	17.98
Total out of District Special 2 Year Total		-	-		
Increase		1.00%	1.50%	2.00%	2.00%

Renegotiation: The parties agree that either the school district or the bus contractor may initiate a communication requesting the other party meet to reconsider and possibly renegotiate certain rates, terms and conditions of this agreement should events occur such as lack of state funding, school closings, changing bell times and changes in school district policies related to pupil transportation that would have the effect of a change in the quantity of regular routes provided by the bus contractor.

Owner/Contractor
Signature _____

Date _____

Shakopee Schools
Signature _____

Date _____

Shakopee Public Schools

Transportation Cost Tabulation

Basic Contract - Regular Transportation

		<u>2016-17</u>	<u>2017 - 18</u>	<u>2018 - 19</u>	<u>2019 - 20</u>	<u>2020 - 21</u>
A.						
A.1	Per Pupil Regular	414.91	419.06	425.35	433.86	442.54
A.2	Activity buses	45.69	46.15	46.84	47.78	48.74
A.3	Vocational	57.14	57.71	58.58	59.75	60.95
A.4	SACS Shared Time	45.72	46.18	46.87	47.57	48.28
A.5	Round trip Jr. High to Sr. High	45.72	46.18	46.87	47.81	48.77
A.6	One way To School (Jr to HS)	17.14	17.31	17.57	17.92	18.28
A.7	Summer School	2.86	2.89	2.93	2.99	3.05
	Increase		1.00%	1.50%	2.00%	2.00%
B. <u>ATHLETIC & FIELD TRIPS</u>						
B.1.	Bus per Mile	1.38	1.39	1.41	1.43	1.45
B.2.	Bus per Hour	21.62	21.84	22.17	22.50	22.84
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Shakopee Public Schools Transportation Cost Tabulation

C.10. Driver per Hour	16.32	16.48	16.73	17.06	17.40
C.11. Seven County Maximum per pupil					
Increase		1.00%	1.50%	2.00%	2.00%
	<u>2016-17</u>	<u>2017 - 18</u>	<u>2018 - 19</u>	<u>2019 - 20</u>	<u>2020 - 21</u>
C.12 Early Childhood Special Education	16.85	17.02	17.28	17.63	17.98
Total out of District Special 2 Year Total		-	-		
Increase		1.00%	1.50%	2.00%	2.00%

Renegotiation: The parties agree that either the school district or the bus contractor may initiate a communication requesting the other party meet to reconsider and possibly renegotiate certain rates, terms and conditions of this agreement should events occur such as lack of state funding, school closings, changing bell times and changes in school district policies related to pupil transportation that would have the effect of a change in the quantity of regular routes provided by the bus contractor.

Owner/Contractor
Signature _____

Date _____

Shakopee Schools
Signature _____

Date _____



Education and Leadership for a Lifetime

2100 Freeway Boulevard, Brooklyn Center, Minnesota 55430-1735 | (763) 560-2262, FAX (763) 569-0499 | www.mshsl.org

April 2017

Dear Superintendent:

Minnesota Statutes, Section 128C.01, requires individual school boards to authorize membership in the Minnesota State High School League. The Resolution for Membership (Resolution) affirms (1) that your school board delegates the control, supervision and regulation of League-sponsored athletic and fine arts activities to the Minnesota State High School League; (2) that your school board adopts the MSHSL Constitution, Bylaws and Rules and Regulations; and, (3) that the administration and responsibility for supervising your registered activities is assigned to your official school representative(s).

Section 208.00 of the MSHSL Constitution found in the Official Handbook and online at mshsl.org provides that each member school shall identify a **Designated School Representative** and **Designated School Board Member**. In addition, each school must identify individuals to represent boys' sports, girls' sports, speech and music; schools are also urged to form a **Local Advisory Committee** to address MSHSL matters. Page 2 of the Resolution provides language from the Constitution and space for your school to identify those persons who will represent your school.

Please return one copy of pages 1 and 2 of the 2017-2018 Resolution for Membership for each high school to the Minnesota State High School League and retain one copy of each for your school files. The deadline for returning the Resolution Form(s) is as soon as possible but not later than September 1, 2017. If your Designated School Board Member, Designated School Representative, Activity Representatives or Mailing Representative has changed from the previous year, please have your school's activity director make the change on your school's page on the MSHSL website database. If the Resolution is not received by the above date, a \$250 late fee will be assessed. No school is eligible to compete in regular or post-season tournaments unless the completed Resolution is on file in the League office.

A billing for services, rule books, and other supplies ordered for your school will be mailed in mid-August as has been the accepted procedure in the past and will be based on the supplies ordered and submitted to the League regarding the activities your school has agreed to sponsor during the 2017-2018 school year.

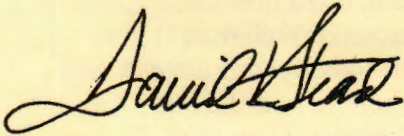
Please be reminded of the following:

1. August 1 begins the MSHSL fiscal year and the Resolution for Membership for the 2017-2018 school year must be approved by your local school board.
2. **September 1, 2017 is the due date for return of the Resolution Form.** A late fee will be assessed if the Resolution is not returned by that date; **your students WILL NOT BE COVERED** by the catastrophic insurance plan; your school district must assume that responsibility; and your students will not be allowed to participate in League-sponsored events.
3. **The Resolution must be completed in full**, including viewing of the *WHY WE PLAY* training video and a review of the Code of Conduct Statement. Signatures of the superintendent and clerk/secretary of the school board affirm such compliance.

I suggest that you place this Resolution on your agenda as soon as possible but certainly not later than your June or July board meeting, in order to avoid last-minute efforts late in the summer which may create problems for your board and administrative staff to meet the September 1, 2017 deadline.

Membership in the Minnesota State High School League will provide your students with rewarding benefits as they participate in the education-based athletic and fine arts activities sponsored by your school. The League staff looks forward to an on-going partnership with your school, your school personnel, and the students in your school community.

Sincerely,

A handwritten signature in black ink, appearing to read "David V. Stead". The signature is fluid and cursive, written in a professional style.

David V. Stead
Executive Director

Enclosure

**2017-2018 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number _____, County of _____, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

is/are authorized by this, the Governing Board of said school district or school to:

1. _____ Make new application for membership in the Minnesota State High School League; School Enrollment (9-12): _____
OR;
_____ Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by the Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has reviewed the WHY WE PLAY training video which defines the purpose of education-based athletic and activity programs and will assist school communities in communicating a shared-common language as it relates to the value of these said programs.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____ Signed: _____
Clerk/Secretary - Local Governing Board Superintendent or Head of School

Date: _____ Date: _____

District Office Address, City, Zip: _____

School Superintendent's Phone: _____ School Superintendent's Email: _____

**RETURN ONE COPY TO THE MSHSL NOT LATER THAN SEPTEMBER 1, 2017
Retain one copy for the school files.**

(over)

**2017-2018 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the schools membership in the MSHSL.

Please complete and return this form with your school's 2017-2018 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Designated School Board Member
(Please Print)

Designated School Representative
(Please Print)

Email Address

Email Address

208.02 ACTIVITY REPRESENTATIVES

Boys' Sports
(Please Print)

Girls' Sports
(Please Print)

Speech
(Please Print)

Music
(Please Print)

*Mailing Representative (Please Print)

* The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings or email messages.

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Board Member (Please Print)

Student (Please Print)

Parent (Please Print)

Faculty Member (Please Print)

2016-2017 (September 1, 2016-August 31, 2017) Agreement
Barracuda Aquatics Club, Shakopee Community Education/Shakopee Public Schools
West & East Junior High School Swimming Pool Facilities

Barracuda Aquatics Club (BAC) Responsibilities

1. Provide current insurance to cover BAC members/participants in the case of an injury or accident. BAC will provide proof of insurance and keep policy current, naming Shakopee School District #720 as "additionally named insured".
2. Provide qualified/certified USS (United States Swimming) coaches to supervise on site for all BAC activities. It is expected that BAC have a certified lifeguard on deck at all times while participants are in the pool, and that BAC will have a certified lifeguard supervising the diving well area if the diving well area is being used. BAC will provide current copies of coaches & staff CPR, First Aid, and Coaches Safety Training cards to Community Education. BAC will provide an appropriate on-going ratio of coaches to swimmers for all activities. BAC will provide for their own first aid equipment & supplies, which may be stored at the West Junior High School designated locked cage storage area.
3. BAC members and participants actions with equipment and facilities are expected to comply with the rules and regulations of the facility and of all school district policies. The West & East Junior High pool office areas should only be used in the event of an emergency.
4. BAC is responsible to schedule the use of the Junior High facilities in a timely fashion with Community Education, per facility use policy.
5. BAC is responsible for the cleaning up and picking up after all activities in the areas that they use (pool, deck, storage area, bleachers, locker rooms, etc.). BAC will have key access to the locked, middle caged storage area under the bleachers at the West Junior High pool. BAC will not store any items on the pool deck and will store those items in this locked caged area.
6. BAC is responsible for the pool, pool deck, storage area, bleachers, locker rooms, and the locking of all doors. Also, BAC will operate the building security system when there is not a building supervisor and/or custodian on duty. When a custodian and/or building supervisor is on duty, it is BAC's responsibility to report to either when they are done using the facility. BAC will open the facility for its members/participants and keep the facility locked up during its practice activities.
7. BAC is responsible to communicate with Community Education on a monthly basis. It is expected that BAC will report to Community Education on the cleanliness of the locker rooms, pool, pool deck, storage area, bleachers, etc.
8. BAC staff, members, participants, or spectators shall not bring food or beverages onto the pool deck, locker rooms or bleachers. Food or beverages should be consumed in the school carpeted hallway immediately next to the pool.
9. BAC staff, members, participants, or spectators are not to wander through the school and should remain in the swimming pool facility end of the building. It is expected that all BAC members, participants, and spectators will remain in the pool area. The pool office is off-limits to BAC members, participants, and spectators. The only person(s) having emergency access to the pool office is BAC staff.
10. BAC staff, members, participants, or spectators need to park their vehicles in the legally striped asphalt parking locations at the Junior High School facilities. Individuals are not to park temporarily along or in any yellow marked, unmarked, non-curbed or handicapped marked locations.
11. BAC participants, members, and spectators are to enter and leave through the main external pool doors at each Junior High School building. The pool deck doors are to be used for emergency exit purposes only. BAC participants should enter & leave from the hallway lockerroom doors. Parents and spectators are to use the bleacher

area only, when entering/leaving the building. The only individuals to be on the pool deck are BAC staff and participants. People with street shoes walking on the deck cause dirt and other substances to enter into the pool water system.

12a. BAC shall pay \$625.00/month for use of a Junior High swimming pool for the months of September 2016-August 2017 for regular practices, clinics and registration. If BAC does not use the pool/facility during a month, BAC will not be charged use for that month. If BAC uses the pool/facility for one day during said month, they are charged the monthly rate.

12b. If the BAC uses a Junior High pool facility for a meet or an event where admission and/or entry fees are collected (**this needs to be communicated directly on the facility request form**), BAC's use will then change and fall under the school district's facility use agreement policy. That policy includes:

*Permit Fee: \$10/permit

*1-15 persons using pool: \$80/hr

*16-30 persons using pool: \$100/hr

*+1-15 additional persons using pool; add \$18/hr (\$118/hr for 31+ persons using the pool)

*Custodial per hourly costs

*Lifeguard per hourly costs (if applicable & needed)

*If scoreboards, timing devices and/or sound systems are needed/required for meets, then BAC needs to make those arrangements directly with the Junior High head custodians and shall be included in the rental price agreement.

*If concessions are to be made available at said meets, then BAC needs to make those arrangements directly with the Junior High head custodian and are included in the rental price agreement (tables, chairs). Food and/or beverage items are not to be stored at the Junior High School facility before or after the event/meet.

*Meet expenses include the pool, deck, bleachers, locker rooms and carpeted hallway. If BAC wants/needs to use additional spaces other than this; they will pay the per hourly or daily rental rate as stated in the current school district facility use policy.

(History: 2015-2016, \$7200; 2014-2015, \$7020; 2013-2014, \$6900; 2012-2013, \$6300; 2011-2012, \$5800; 2010-2011, \$5800; 2009-2010, \$4800; 2008-2009, \$3500; 2007-2008, \$2900; 2006-2007, \$2100; 2005-2006, \$2100; 2004-2005, \$2000; 2003-2004, \$1800; 2002-2003, \$1800; 2001-2002, \$1500; 2000-2001, \$1500; 1999-2000, \$1250; 1998-99, \$1100; 1997-98, \$950; 1996-97, \$800; 1995-96, \$750; 1994-95, \$700; 1993-94, \$350). The total annual payment for this agreement is due by August 31, 2017.

13. It is expected that BAC will use good judgment and common sense in the use of any and all keys to the Junior High School pool area (lock box access).

14. The cost of any other special events (including lock-ins and banquets) above and beyond this contractual agreement is the responsibility of BAC. The current school district facility use policy will be used to determine the expenses incurred by BAC for these special events.

15. BAC will have access to the boys & girls locker rooms, but only for practice and event usage. Locks are not to be kept on locker room lockers, except during those practice or event times. A locker room light key will be provided to BAC staff for their use.

16. All other school district facility use guidelines & policies are to be followed by the BAC, its staff, participants and spectators.

17. The school district reserves the right to close the pool for any and all necessary pool maintenance. BAC will be charged a pro-rated amount if this occurs.

Shakopee School District Responsibilities

1. Provide a safe and clean environment when using either Junior High School facility. It is Community Education's responsibility to notify BAC when the pool facilities are not available for use. When the pool facility is not available for use, the contract remains in place, as the contract is not on a per hourly basis, rather on a contracted agreed upon amount for the month/year.
2. Provide BAC with three keyless entry cards to the West Junior High School and one set of keys to the pool area/locker room doors as appropriate. These keys will be stored at the West Junior High School BAC labeled key box located at the keyless point of entry into the building.
3. Provide the pool with up-to-date emergency equipment and signage for pool safety & first aid.
4. Provide for the preparing of the pool and/or facility for a special event with items, including tables, chairs, etc. needed to host an event.
5. Provide for the annual review of this contractual agreement (review to be held in July/August of each year) with BAC officials/staff. BAC will be billed on an annual basis during (August) for the most recent agreement year. Bill sent/communicated to: BAC Treasurer, 10695 Lee Drive, Eden Prairie, MN 55347.

BAC Head Coach

Date

BAC President

Date

Superintendent of Schools

Date

Community Education Director

Date

2017-2018 (September 1, 2017-August 31, 2018) Agreement
Barracuda Aquatics Club, Shakopee Community Education/Shakopee Public Schools
West & East Junior High School Swimming Pool Facilities

Barracuda Aquatics Club (BAC) Responsibilities

1. Provide current insurance to cover BAC members/participants in the case of an injury or accident. BAC will provide proof of insurance and keep policy current, naming Shakopee School District #720 as "additionally named insured".
2. Provide qualified/certified USS (United States Swimming) coaches to supervise on site for all BAC activities. It is expected that BAC have a certified lifeguard on deck at all times while participants are in the pool, and that BAC will have a certified lifeguard supervising the diving well area if the diving well area is being used. BAC will provide current copies of coaches & staff CPR, First Aid, and Coaches Safety Training cards to Community Education. BAC will provide an appropriate on-going ratio of coaches to swimmers for all activities. BAC will provide for their own first aid equipment & supplies, which may be stored at the West Junior High School designated locked cage storage area.
3. BAC members and participants actions with equipment and facilities are expected to comply with the rules and regulations of the facility and of all school district policies. The West & East Junior High pool office areas should only be used in the event of an emergency.
4. BAC is responsible to schedule the use of the Junior High facilities in a timely fashion with Community Education, per facility use policy.
5. BAC is responsible for the cleaning up and picking up after all activities in the areas that they use (pool, deck, storage area, bleachers, locker rooms, etc.). BAC will have key access to the locked, middle caged storage area under the bleachers at the West Junior High pool. BAC will not store any items on the pool deck and will store those items in this locked caged area.
6. BAC is responsible for the pool, pool deck, storage area, bleachers, locker rooms, and the locking of all doors. Also, BAC will operate the building security system when there is not a building supervisor and/or custodian on duty. When a custodian and/or building supervisor is on duty, it is BAC's responsibility to report to either when they are done using the facility. BAC will open the facility for its members/participants and keep the facility locked up during its practice activities.
7. BAC is responsible to communicate with Community Education on a monthly basis. It is expected that BAC will report to Community Education on the cleanliness of the locker rooms, pool, pool deck, storage area, bleachers, etc.
8. BAC staff, members, participants, or spectators shall not bring food or beverages onto the pool deck, locker rooms or bleachers. Food or beverages should be consumed in the school carpeted hallway immediately next to the pool.
9. BAC staff, members, participants, or spectators are not to wander through the school and should remain in the swimming pool facility end of the building. It is expected that all BAC members, participants, and spectators will remain in the pool area. The pool office is off-limits to BAC members, participants, and spectators. The only person(s) having emergency access to the pool office is BAC staff.
10. BAC staff, members, participants, or spectators need to park their vehicles in the legally striped asphalt parking locations at the Junior High School facilities. Individuals are not to park temporarily along or in any yellow marked, unmarked, non-curbed or handicapped marked locations.
11. BAC participants, members, and spectators are to enter and leave through the main external pool doors at each Junior High School building. The pool deck doors are to be used for emergency exit purposes only. BAC participants should enter & leave from the hallway lockerroom doors. Parents and spectators are to use the bleacher

area only, when entering/leaving the building. The only individuals to be on the pool deck are BAC staff and participants. People with street shoes walking on the deck cause dirt and other substances to enter into the pool water system.

12a. BAC shall pay \$675.00/month for use of a Junior High swimming pool for the months of September 2017-August 2018 for regular practices, clinics and registration. If BAC does not use the pool/facility during a month, BAC will not be charged use for that month. If BAC uses the pool/facility for one day during said month, they are charged the monthly rate.

12b. If the BAC uses a Junior High pool facility for a meet or an event where admission and/or entry fees are collected (**this needs to be communicated directly on the facility request form**), BAC's use will then change and fall under the school district's facility use agreement policy. That policy includes:

*Permit Fee: \$10/permit

*1-15 persons using pool: \$80/hr

*16-30 persons using pool: \$100/hr

*+1-15 additional persons using pool; add \$18/hr (\$118/hr for 31+ persons using the pool)

*Custodial per hourly costs

*Lifeguard per hourly costs (if applicable & needed)

*If scoreboards, timing devices and/or sound systems are needed/required for meets, then BAC needs to make those arrangements directly with the Junior High head custodians and shall be included in the rental price agreement.

*If concessions are to be made available at said meets, then BAC needs to make those arrangements directly with the Junior High head custodian and are included in the rental price agreement (tables, chairs). Food and/or beverage items are not to be stored at the Junior High School facility before or after the event/meet.

*Meet expenses include the pool, deck, bleachers, locker rooms and carpeted hallway. If BAC wants/needs to use additional spaces other than this; they will pay the per hourly or daily rental rate as stated in the current school district facility use policy.

(History: 2016-2017, \$7500; 2015-2016, \$7200; 2014-2015, \$7020; 2013-2014, \$6900; 2012-2013, \$6300; 2011-2012, \$5800; 2010-2011, \$5800; 2009-2010, \$4800; 2008-2009, \$3500; 2007-2008, \$2900; 2006-2007, \$2100; 2005-2006, \$2100; 2004-2005, \$2000; 2003-2004, \$1800; 2002-2003, \$1800; 2001-2002, \$1500; 2000-2001, \$1500; 1999-2000, \$1250; 1998-99, \$1100; 1997-98, \$950; 1996-97, \$800; 1995-96, \$750; 1994-95, \$700; 1993-94, \$350). The total annual payment for this agreement is due by August 31, 2018.

13. It is expected that BAC will use good judgment and common sense in the use of any and all keys to the Junior High School pool area (lock box access).

14. The cost of any other special events (including lock-ins and banquets) above and beyond this contractual agreement is the responsibility of BAC. The current school district facility use policy will be used to determine the expenses incurred by BAC for these special events.

15. BAC will have access to the boys & girls locker rooms, but only for practice and event usage. Locks are not to be kept on locker room lockers, except during those practice or event times. A locker room light key will be provided to BAC staff for their use.

16. All other school district facility use guidelines & policies are to be followed by the BAC, its staff, participants and spectators.

17. The school district reserves the right to close the pool for any and all necessary pool maintenance. BAC will be charged a pro-rated amount if this occurs.

Shakopee School District Responsibilities

1. Provide a safe and clean environment when using either Junior High School facility. It is Community Education's responsibility to notify BAC when the pool facilities are not available for use. When the pool facility is not available for use, the contract remains in place, as the contract is not on a per hourly basis, rather on a contracted agreed upon amount for the month/year.
2. Provide BAC with three keyless entry cards to the West Junior High School and one set of keys to the pool area/locker room doors as appropriate. These keys will be stored at the West Junior High School BAC labeled key box located at the keyless point of entry into the building.
3. Provide the pool with up-to-date emergency equipment and signage for pool safety & first aid.
4. Provide for the preparing of the pool and/or facility for a special event with items, including tables, chairs, etc. needed to host an event.
5. Provide for the annual review of this contractual agreement (review to be held in July/August of each year) with BAC officials/staff. BAC will be billed on an annual basis during (August) for the most recent agreement year. Bill sent/communicated to: BAC Treasurer, 10695 Lee Drive, Eden Prairie, MN 55347.

BAC Head Coach

Date

BAC President

Date

Superintendent of Schools

Date

Community Education Director

Date

2017 Short Long Term Process Improvements

A			
B	Suggested Improvement	Strategies to Accomplish	Plan for Tracking Progress
C			
A	School Board Agendas – more visible process and submission procedures desired. Transparency of agenda documents.		
A	Communication path between Cabinet and the School Board. Need for oversight, collaboration in a balanced approach to communication vehicles/process/procedures		
A	Create Culture of trust, honesty and integrity		
A	Budget creation and checks & balances		
A	Creating 5-year budget – work with Cabinet on a multi-year plan. What could that look like and who should be involved. (*Priority of this item requested) Collaborative budget process.		
A	Development of Pcard process and procedures. Discussion of options for potential out-sourcing? Finance Committee to review Superintendent’s Pcard statements on a monthly basis. Further definition of procedures and training.		
A	Address Audit noted preparation of financial documents discrepancy		
A	Audit noted discrepancies: Segregation of duties in finance		
A	Communications Committee – what could/should that look like? Discussion needed, as a whole, to what it could look like. Ashley to refresh the Board regarding concepts.		
A	District Strategic Directions including data collected. Annual check-in with the Board. Intentional monitoring. Monitoring and measuring reports. Measurements of the initiatives. Need to see results. Intentional, systematic analysis of strategic directions. Holistic approach – where are the wins and where are the deficits?		

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2017 Short Long Term Process Improvements

A			
B	Suggested Improvement	Strategies to Accomplish	Plan for Tracking Progress
C			
A	Ensure financial presentations align with School Board Business Meetings.		
A	Revisit "Governance"? what should Governance look like and how could/should be implemented?		
A	Superintendent's Office improve on internal customer service		
A	School Board School Liaisons? What could this look like? Utilize Keith Gray (HR) and MSBA to learn best practice for Superintendent evaluation		
A	Learning Sessions – recorded? Future of the communication coming out of Learning Sessions?		

2017 Short Long Term Process Improvements

A			
B	Suggested Improvement	Strategies to Accomplish	Plan for Tracking Progress
C			
B	More School Board visibility, such as multiple locations? The return of building reports on School Board Agendas with guidelines for reports à Principals can ask school board to attend PTO meetings. know about events. Principal		
B	Examine issues with payroll and benefits errors &/or misinformation		
B	An additional level of control/audit across the district to report back to the School Board		

2017 Short Long Term Process Improvements

A			
B	Suggested Improvement	Strategies to Accomplish	Plan for Tracking Progress
C			
C	Employee engagement surveys – cycle to be determined, vehicle to be determined Institute District of Excellence surveys and use of that information How can we make this the best place to work?” Input and action. How do we create the culture of a safe and welcome input?”Meeting people where they are - being genuine in the actions and response. More intentional focus on all		
C	Grievance discussion – process and procedures to increase response level and time. Labor management – representation across employee groups to meet with potential Board Committee		
C	School Board evaluation – what does that look like?		
C	Student School Board Representatives?		
C	Superintendent evaluation		

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School Board Meeting

June 26, 2017

Follow-up from May 22, 2017 meeting

Action Items 6-26-17

1. Confirm Dates

- Select scenario(s) for Task Force work by 7/24/17
- Task Force meetings: 8/15 and 8/24
- Public session 1 - Preliminary: 9/14
- Public session 2 – Intermediate: 10/23
- Final Approval by School Board: 11/13

2. Number of Scenarios for Task Force

- Recommend 2..(per discussion, possibly 3)

3. Process for scenario(s) selection for task force

- Per discussion.. Board reviews and has discussion at 7/10 meeting, and makes selection of scenarios for task force work at 7/24 meeting if not completed at 7/10 meeting.

4. Process for identifying task force members

- 2 parents per building (including Central Family) identified by principals at all schools except SHS & TLC
- 2-3 board members
- 2-3 principals
- City of Shakopee representative
- Daycare representative
- District administration

0-5+ year discussion

- Convert 6th grade center back to an elementary
- Convert High School to 9th-12th grades
- Convert Jr. High Schools (7th – 9th) to Middle Schools (6th - 8th)
- More recently, plan to move to a Career Academy model across the district
- Current Elementary schools, over capacity, as anticipated.

Current Enrollment as of 5-17-17

	Total	Capacity	% Capacity	New Devel	Projected	% Capacity
Eagle Creek	846	792	107%	85	931	118%
Jackson	871	792	110%	15	886	112%
Red Oak	655	792	83%	95	750	95%
Sun Path	683	792	86%		683	86%
Sweeney	636	696	91%	70	706	101%
Pearson	682	600	114%		682	114%
East	850	1085	78%	40	890	82%
West	1061	992	107%	75	1136	115%

Today's Reality

- The 2018-19 Transition plan requires attendance areas be re-drawn.
- The Community needs ongoing communication/information around the process & topic (9-12 transition, 6-8 transition, Pearson, and the addition of the 6th elementary school)
- This is a positive situation... our elementary schools will have space to grow, allowing for comfortable movement without overcrowding.
- Pearson transitions back to its original design as an elementary school.
- These changes while planned for, and positive, are challenging as well. Attachments to current schools are real, and the change will be difficult for some.
- Attendance areas will be developed based on school board parameters.
 - Capacity/balance
 - Student demographics
 - Walking distance per district policy
 - Goal of areas lasting 3-5 years
 - Efficient transportation
 - Growth via new developments
- Middle School areas will incorporate "feeder" elementary schools if possible.

Process - DRAFT

- School Board establishes attendance area parameters
- Proposed scenarios developed
- School Board selects "best" scenario by DATE _____.
- 4 phases of process
 1. Parent Task Force Study & Review
 2. Preliminary – Public input
 3. Intermediate –Public input
 4. Final –School Board
- Parent Task Force Study & Review
DATE(S) **August 15 & 24, 2017.**
 - Feedback reviewed... scenario updated if necessary.
- Preliminary - Public Listening Session(s)
DATE(S) **September 14, 2017.**
 - Feedback reviewed ... scenario updated if necessary.
- Intermediate – Public Listening Session(s)
DATE(S) **October 23, 2017**
 - Feedback reviewed ... scenario updated if necessary.
- Final Approval by School Board DATE **11/13/17.**

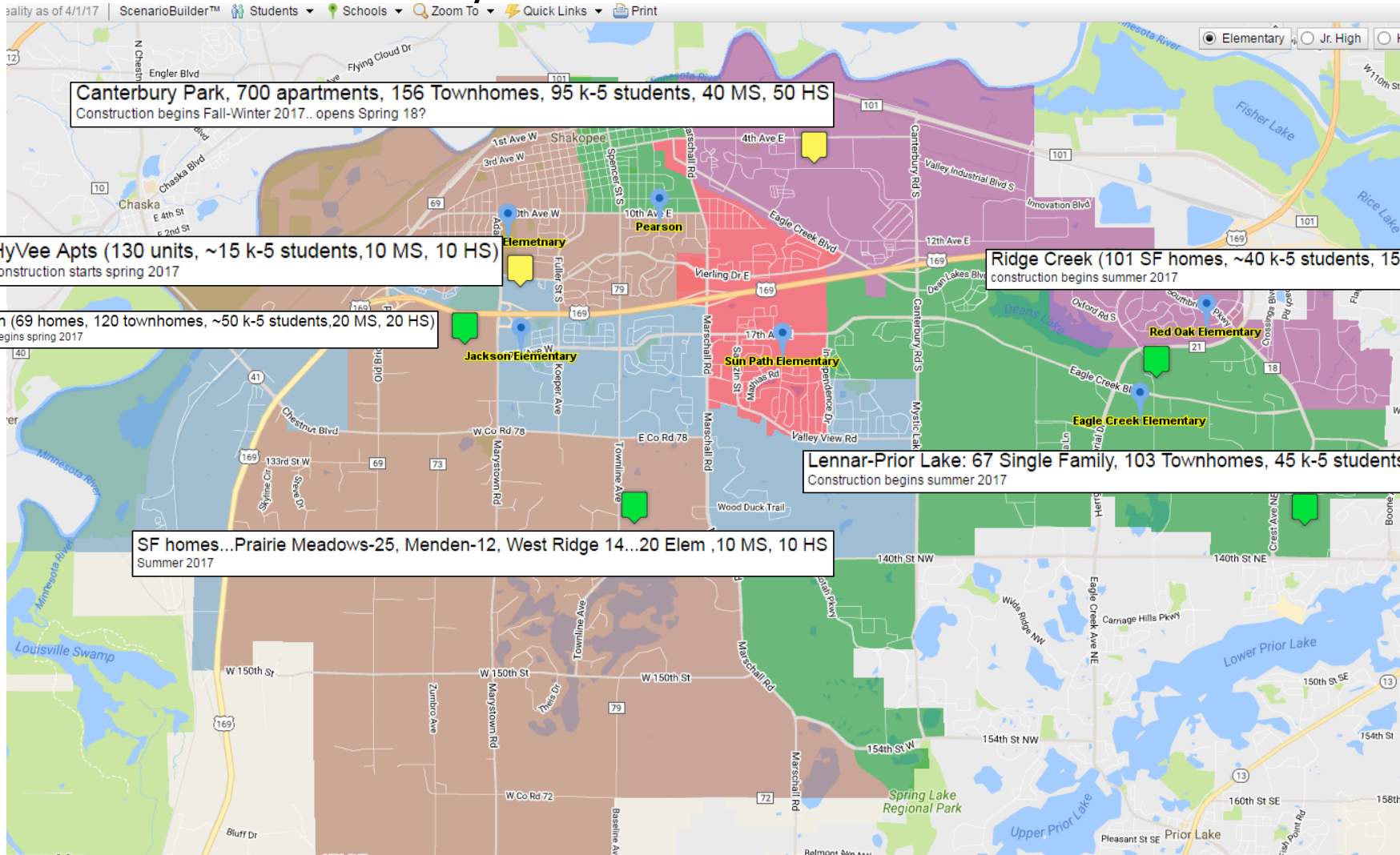
Proposed criteria/parameters per School Board and prior practice

- Geographic: Walking distance to school per district guidelines/policy
 - Elementary - 0.5 miles, Junior High – 1.0 mile, High School – 2.0 miles
 - Safety considerations per policy.. major roads, high speed roads, sidewalks...
- Demographic Balance
- Transportation: Efficient, effective, cost factors.... Bus company review of impact
- Building capacity
- Recognition of proposed growth/developments
- Feeder schools if possible (Elementary to Middle)
- Lasts 3-5 years ... better 5-7 years

Governance Direction Needed (5-22-17)

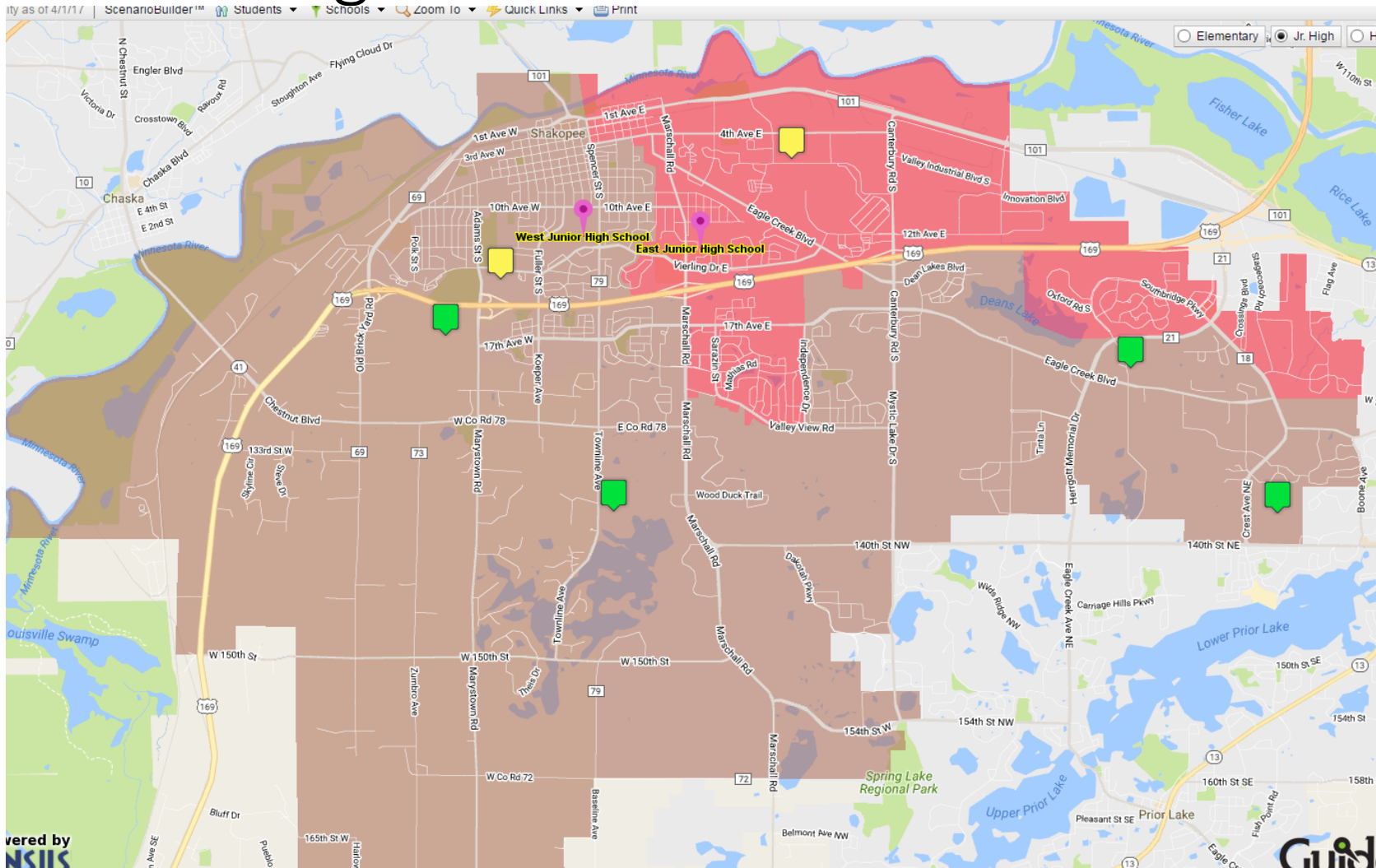
- Timeline... when will the attendance areas be finalized?
 - Current thinking November 13 allows for more community input, housing development progress, re-run of the scenario with fall 17-18 enrollment data, and recommended by elementary principals
- Intra-district transfers
 - Allowed? If yes, criteria (daycare, others....)
 - “Batched”
 - “Grand-fathered” in students
 - Current Thinking: Allow daycare requests, grand-father in current requests, “batch” others with specific deadlines
- Process for submitting questions and getting answers
 - Online q & a for questions received by any means
 - Questions documented at listening sessions with responses posted online
 - Individual responses
- School start times? When determined and how?
 - Current thinking: Leave as is as much as possible for existing buildings
 - Pearson start time to be determined

Current Elementary Attendance Areas

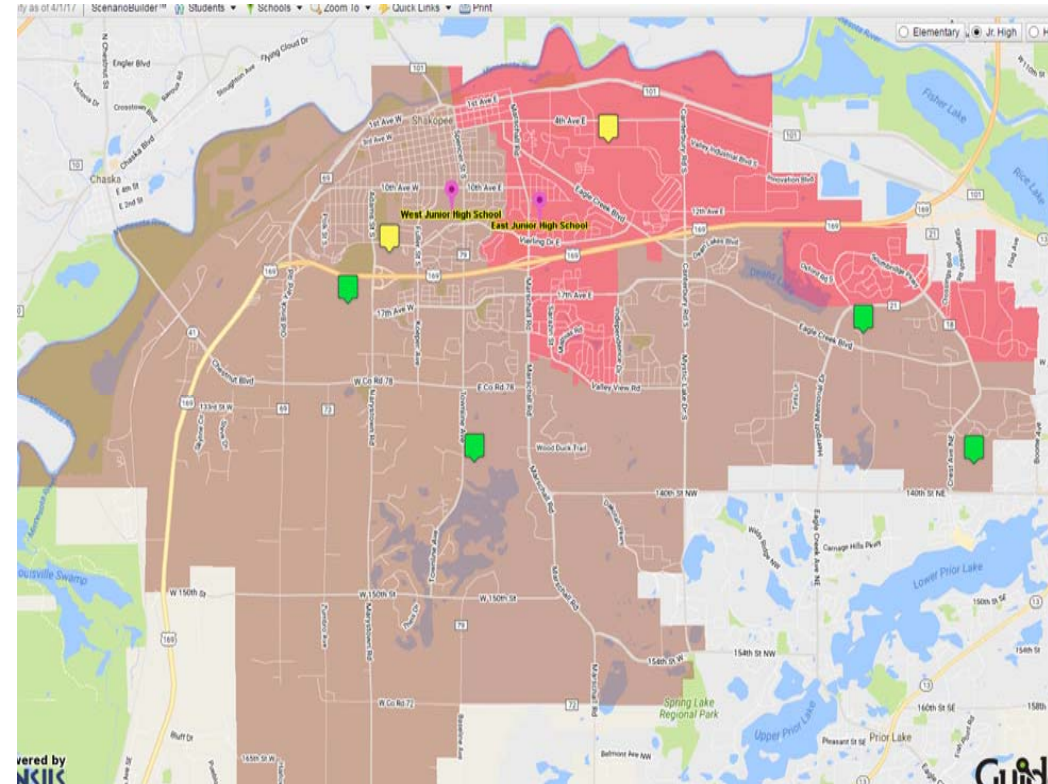
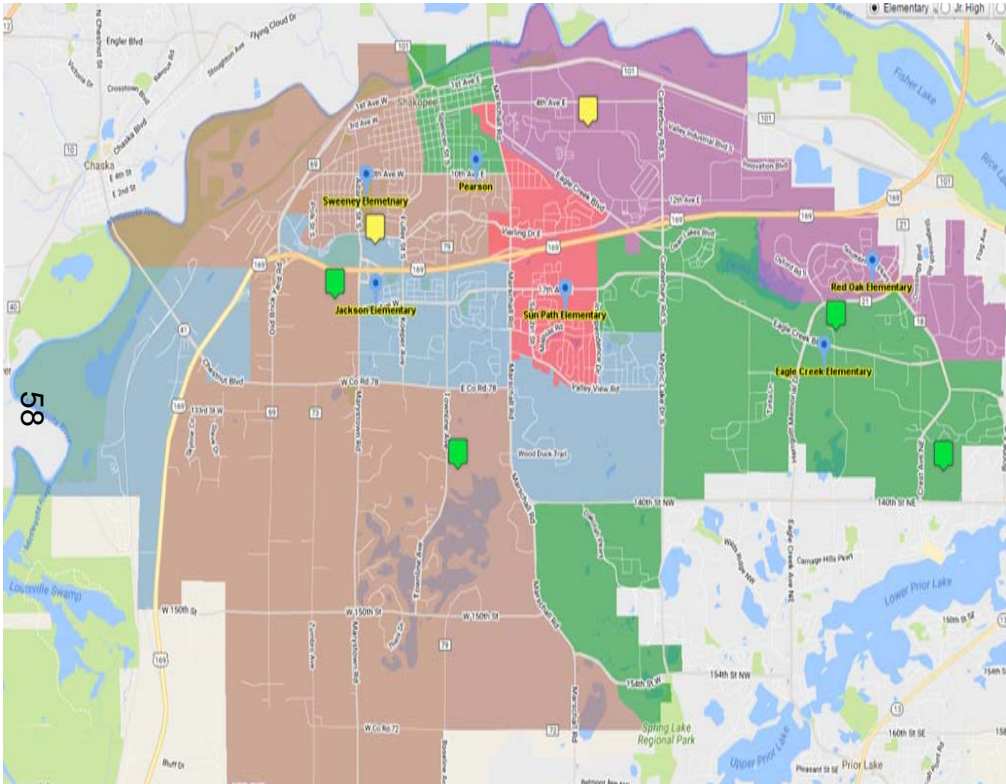


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Current Jr. High Attendance Areas



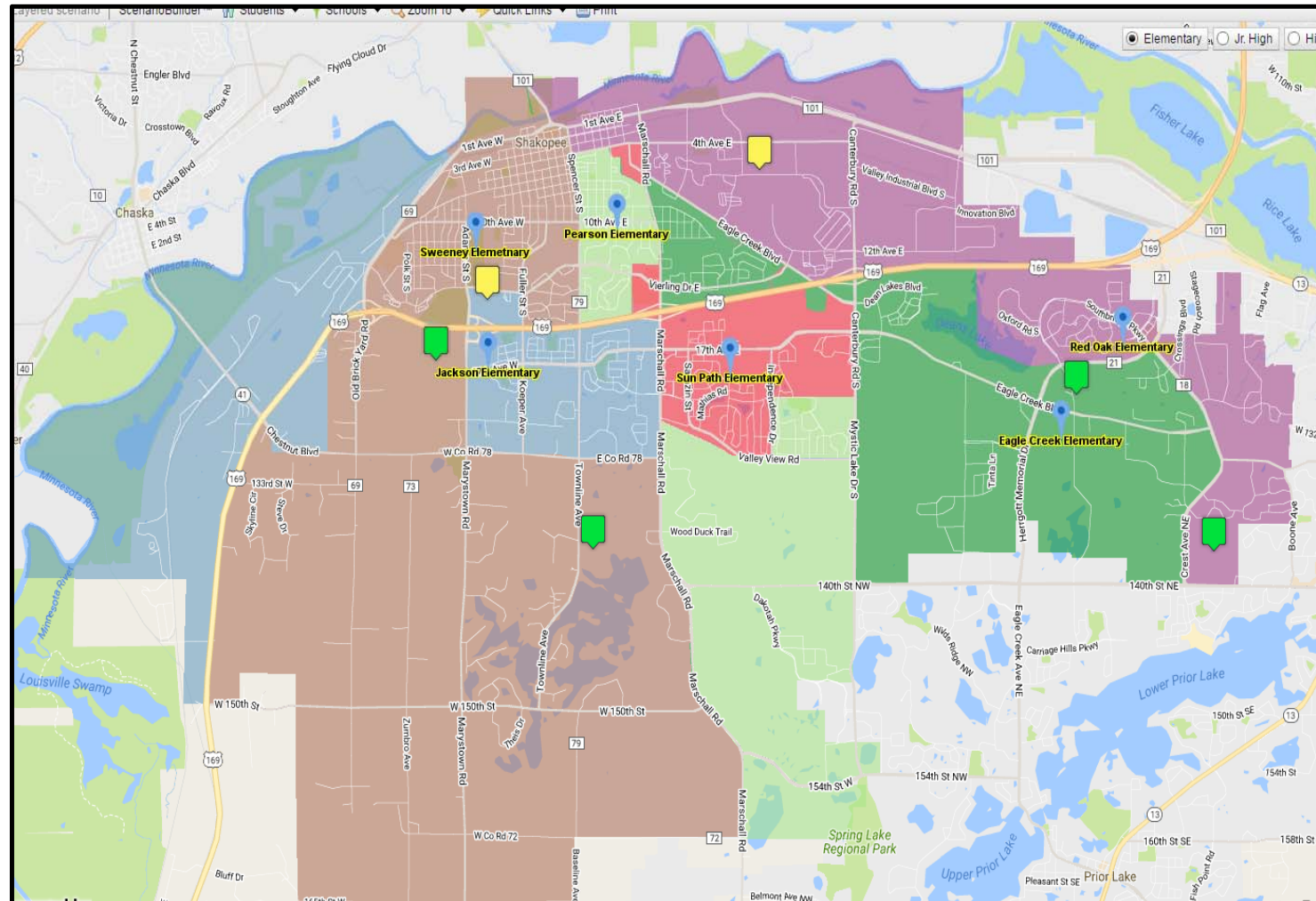
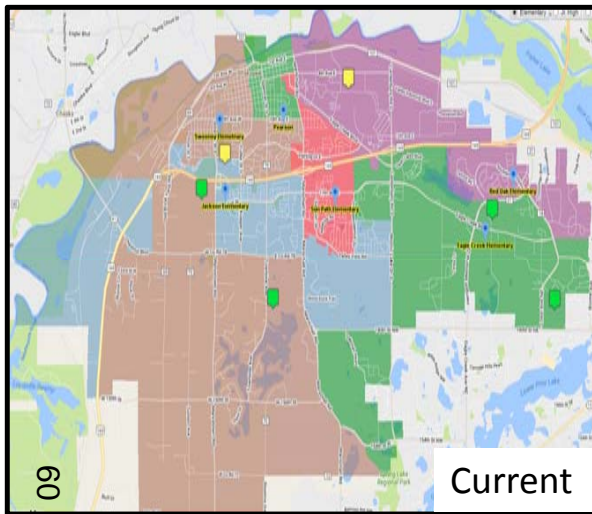
Current Elementary to Jr. High feeder/movement pattern



Mainly WJH: EC, JA, SW

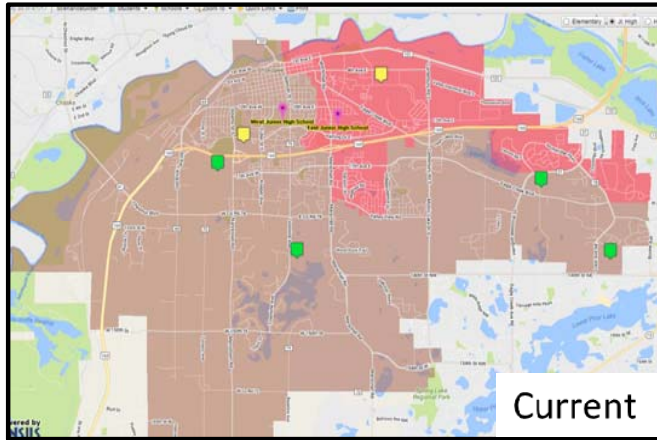
EJH: RO, SP

Scenario 1:

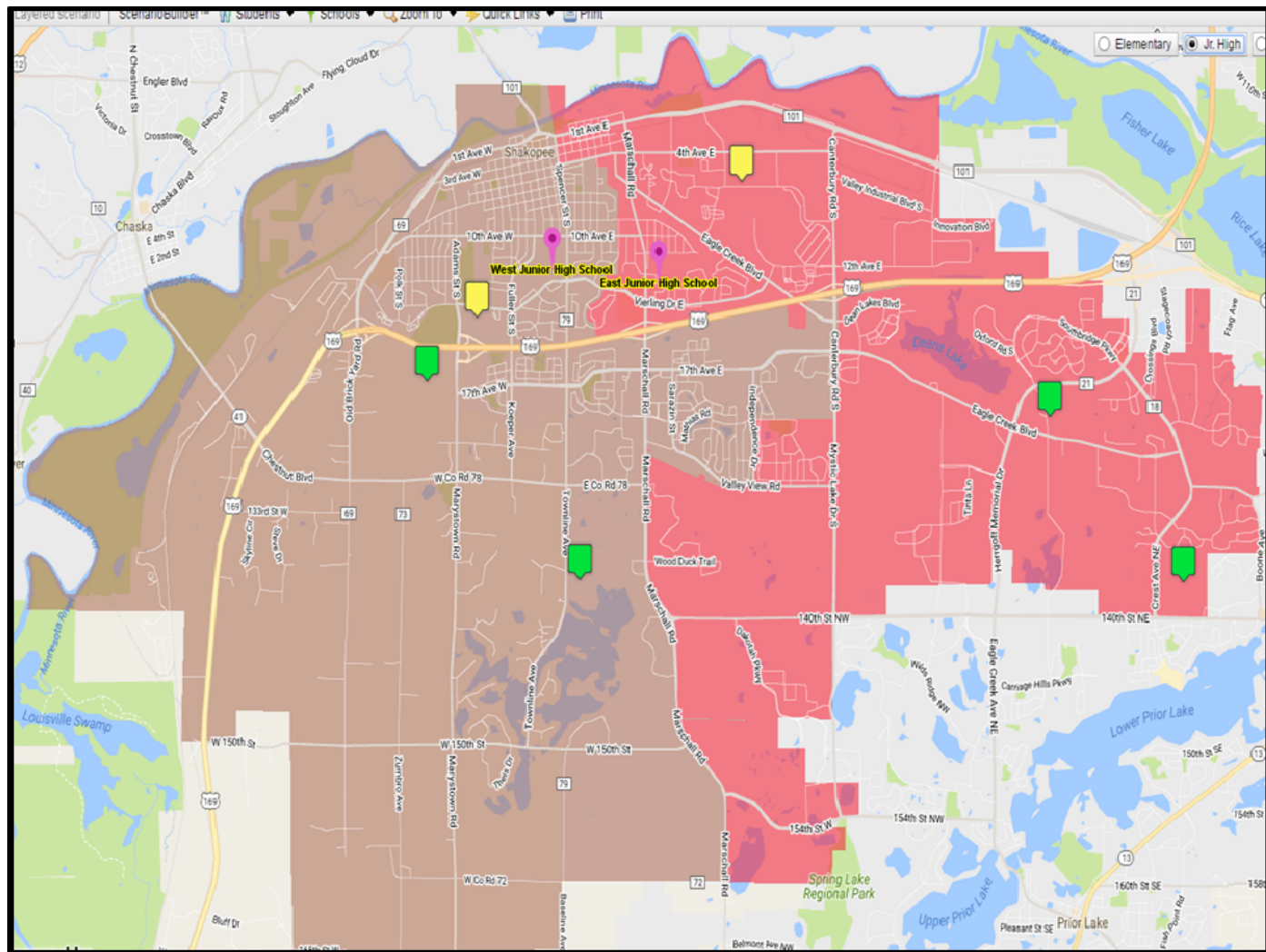
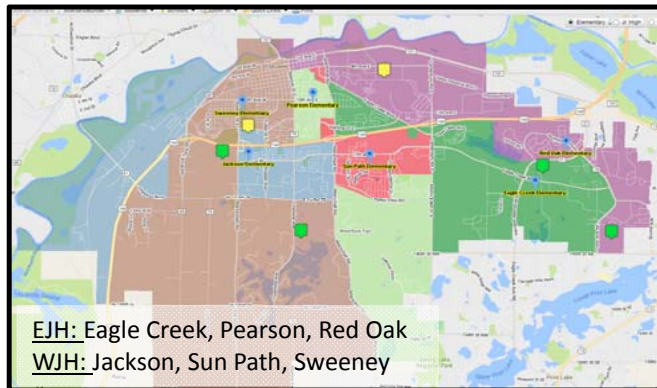


All	1,111/3,680 moves (30%) 772/3,680 moves (21%)*
EC	SP triangle, RO Eagle Creek Blvd.
JA	SW Bonnevista
P	EC Downtown & EC southwest, SW S of 10 th , JA E of Independence & JA SE
RO	EC Savage, EC N of 4 th Ave.
SP	EC W of Canterbury
SW	EC Downtown, JA small arm area

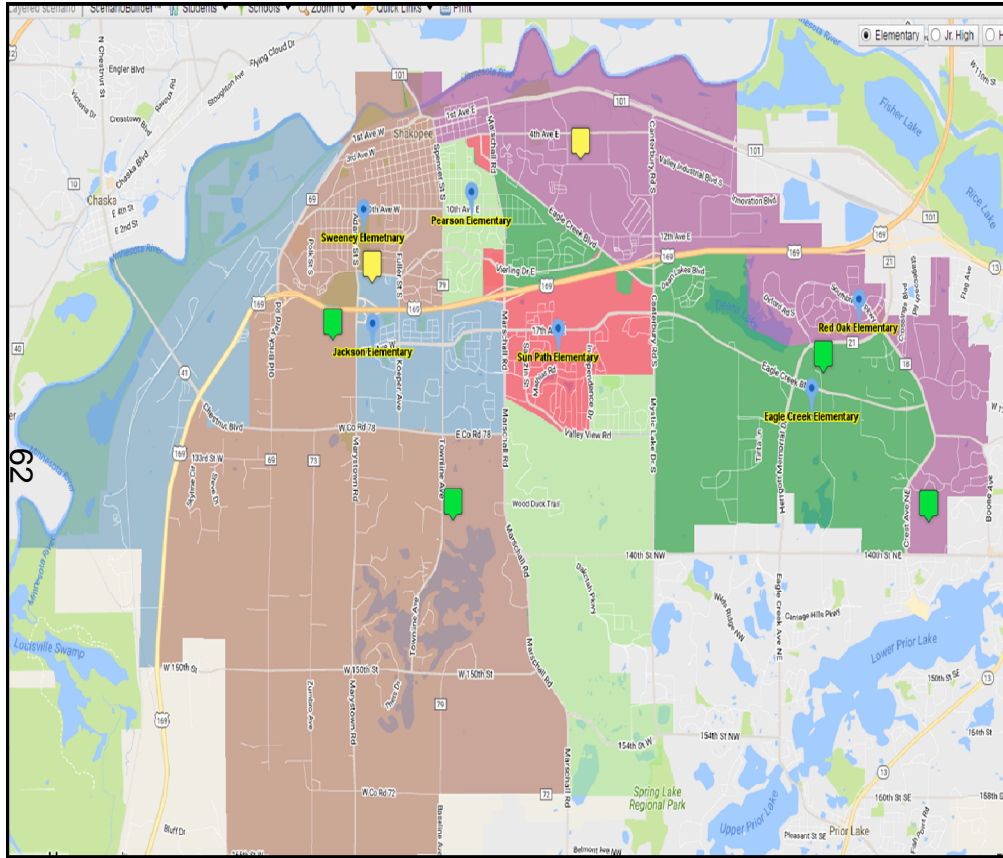
Scenario 1:



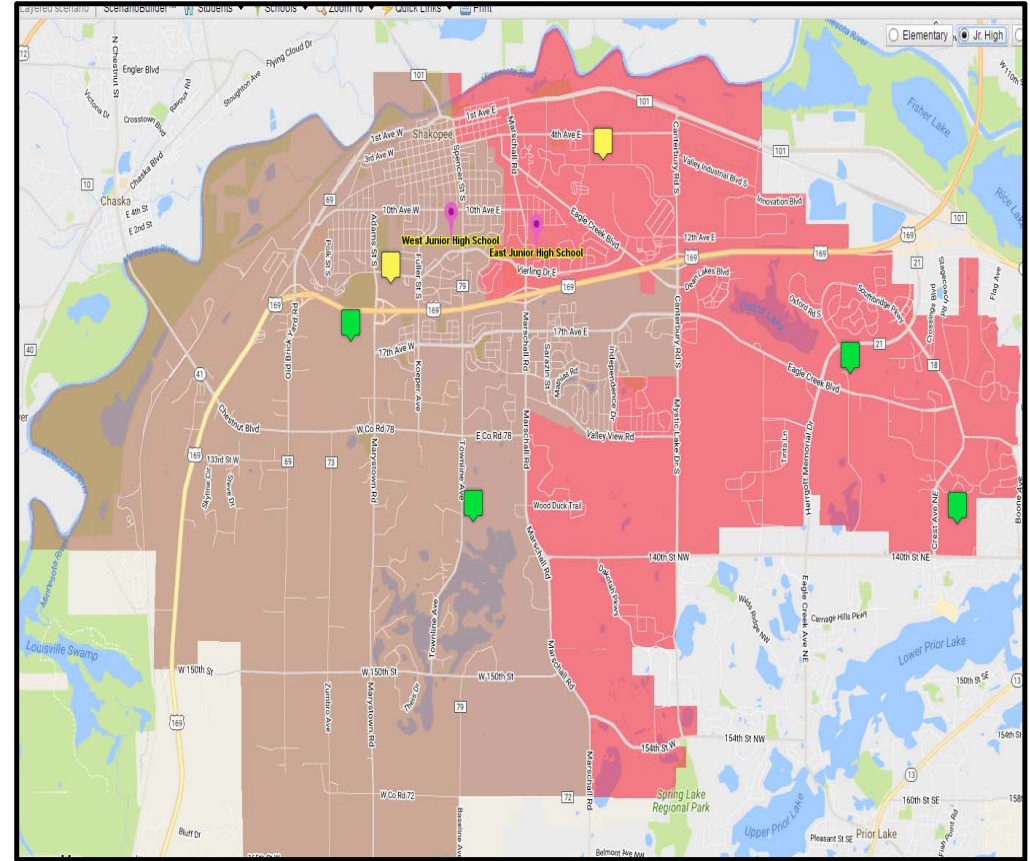
All	222/1,977 moves (11%) 193/1,977 moves (10%)*
EJH	Eagle Creek, Former JA SE, Some SP walkers
WJH	Sun Path, Some P walkers



Scenario 1 Elementary to MS feeder/movement pattern

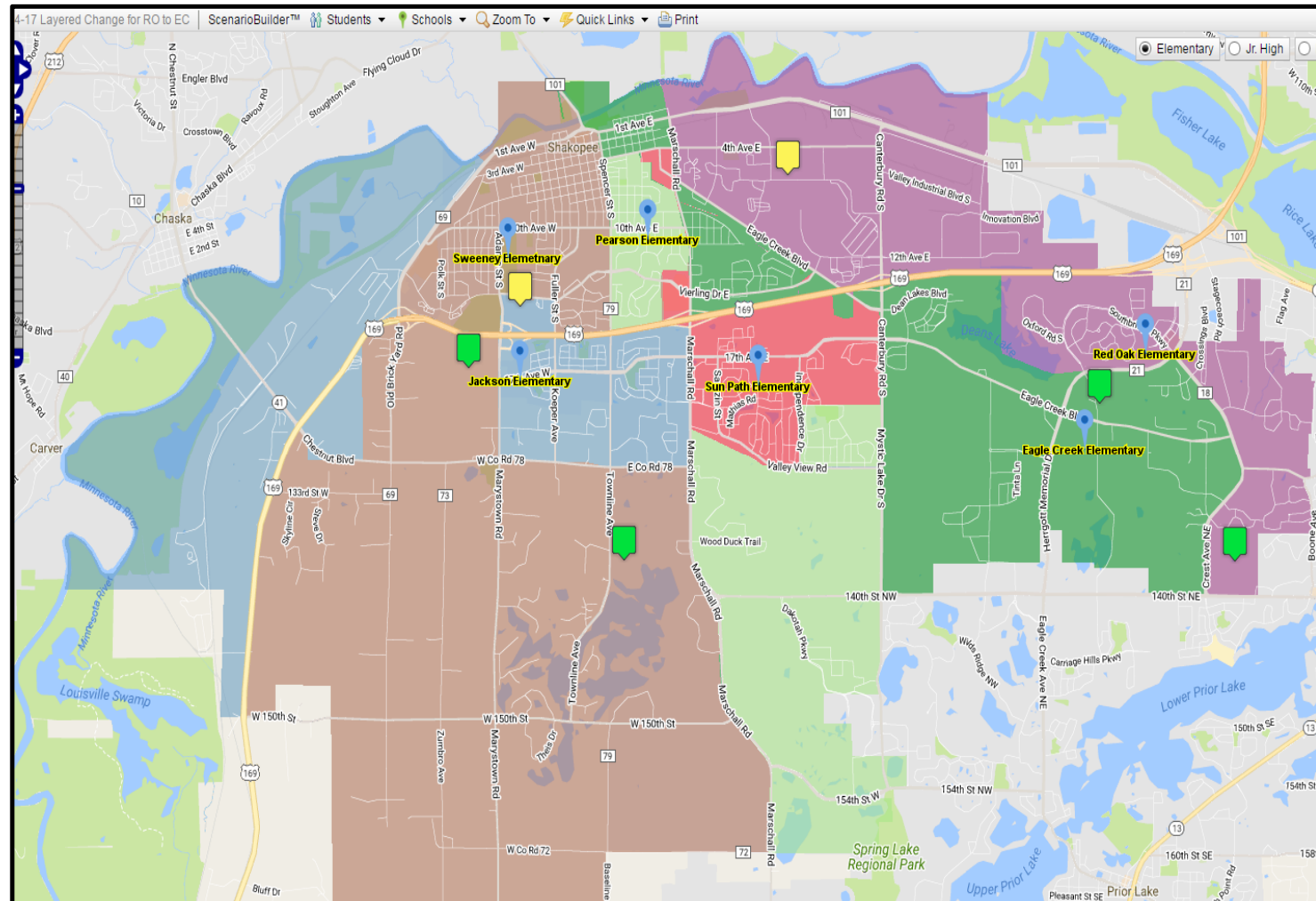
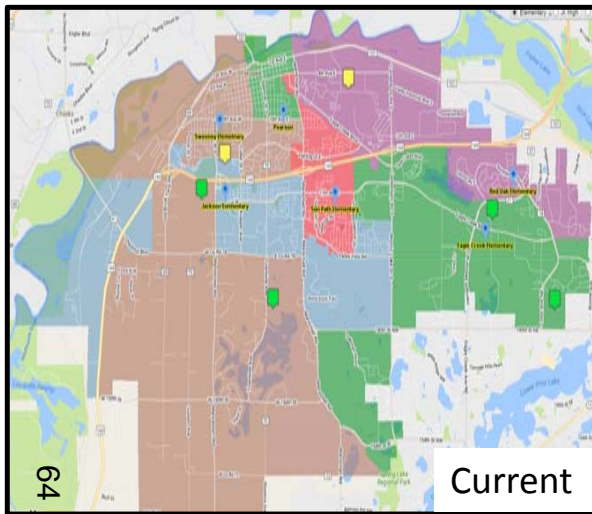


Mainly WMS: JA, SP, SW



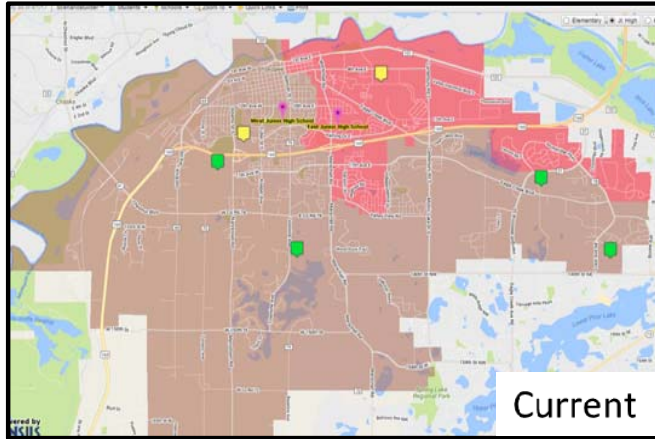
EMS: EC, P, RO

Scenario 1A: RO Area North of 4th Ave to EC

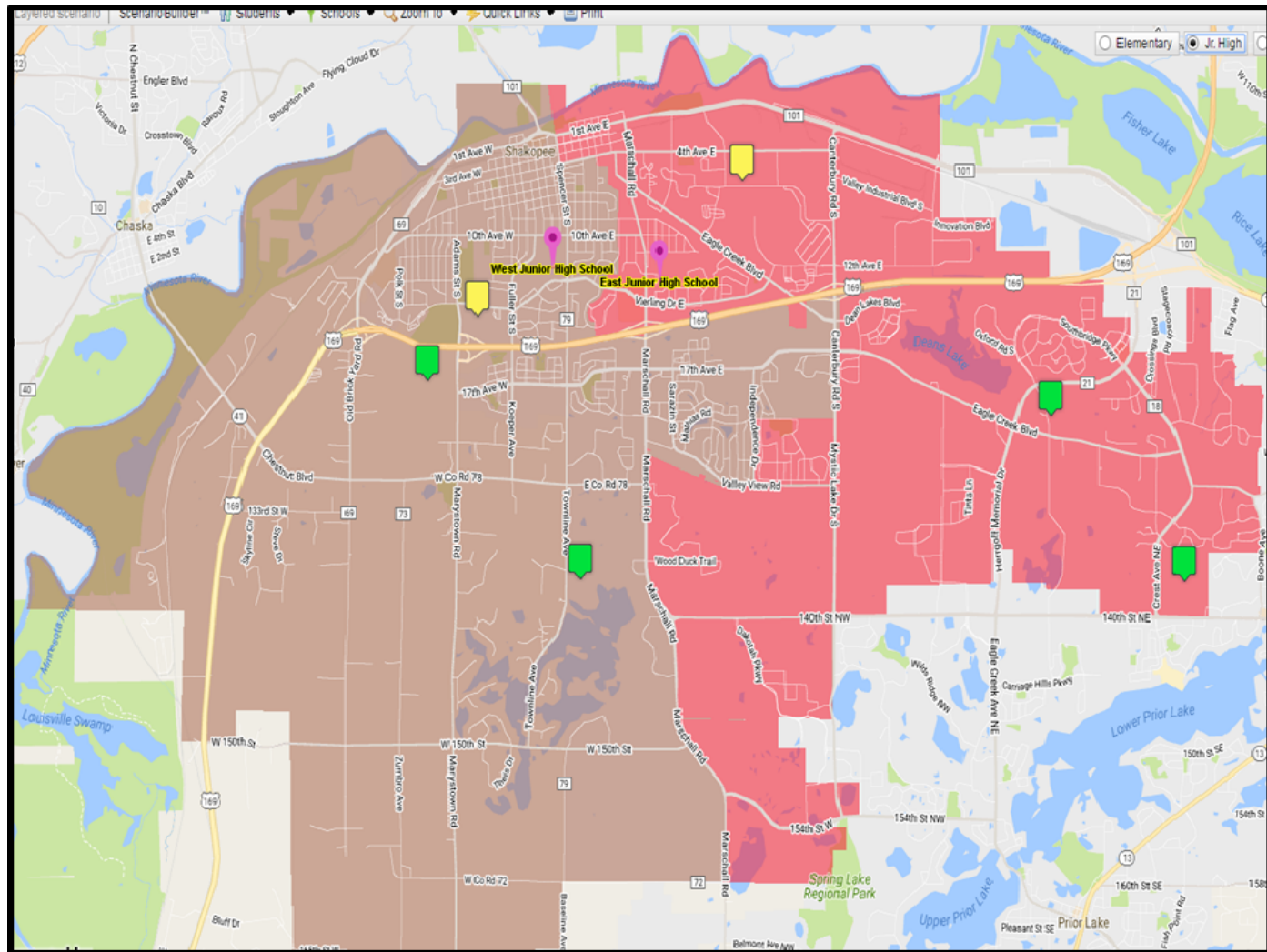
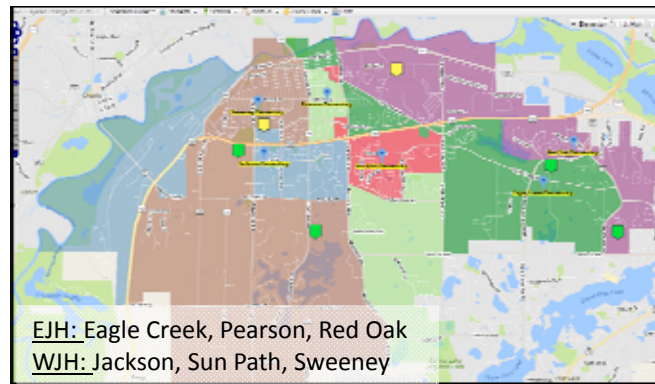


All	1,071/3,680 moves (29%) 732/3,680 moves (20%)*
EC	SP triangle, RO Eagle Creek Blvd.
JA	SW Bonnevista
P	EC Downtown & EC southwest, SW S of 10 th , JA E of Independence & JA SE
RO	EC Savage
SP	EC W of Canterbury
SW	EC Downtown, JA small arm area

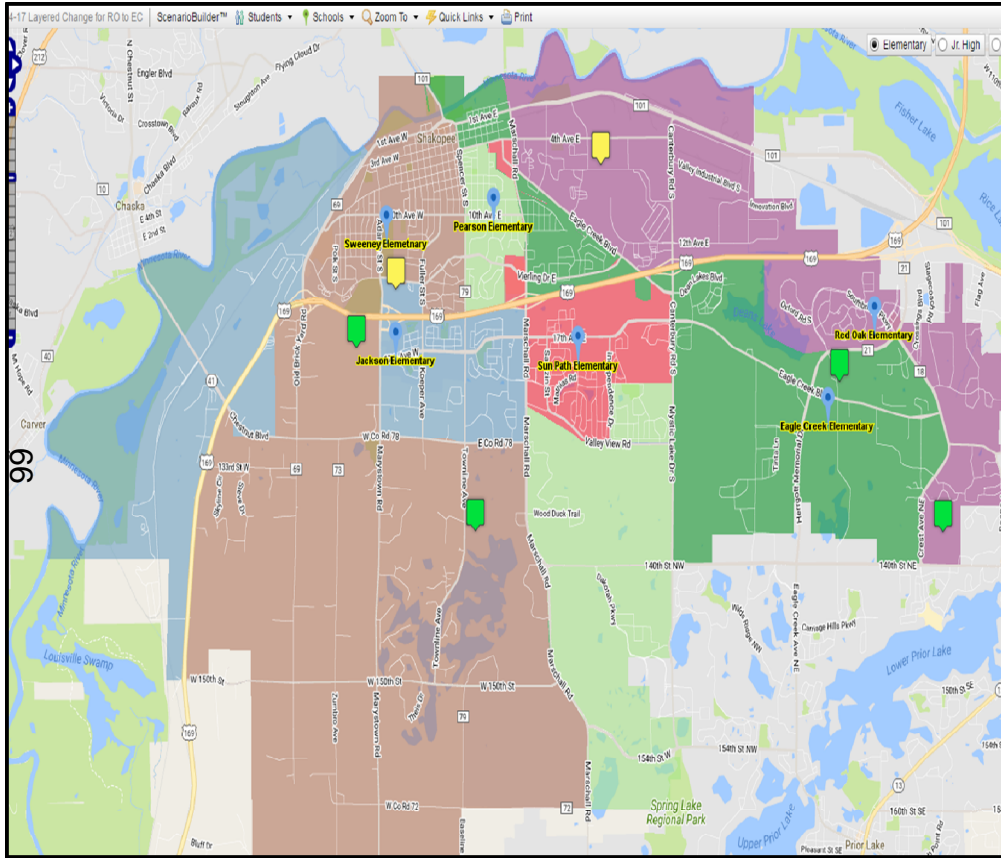
Scenario 1A:



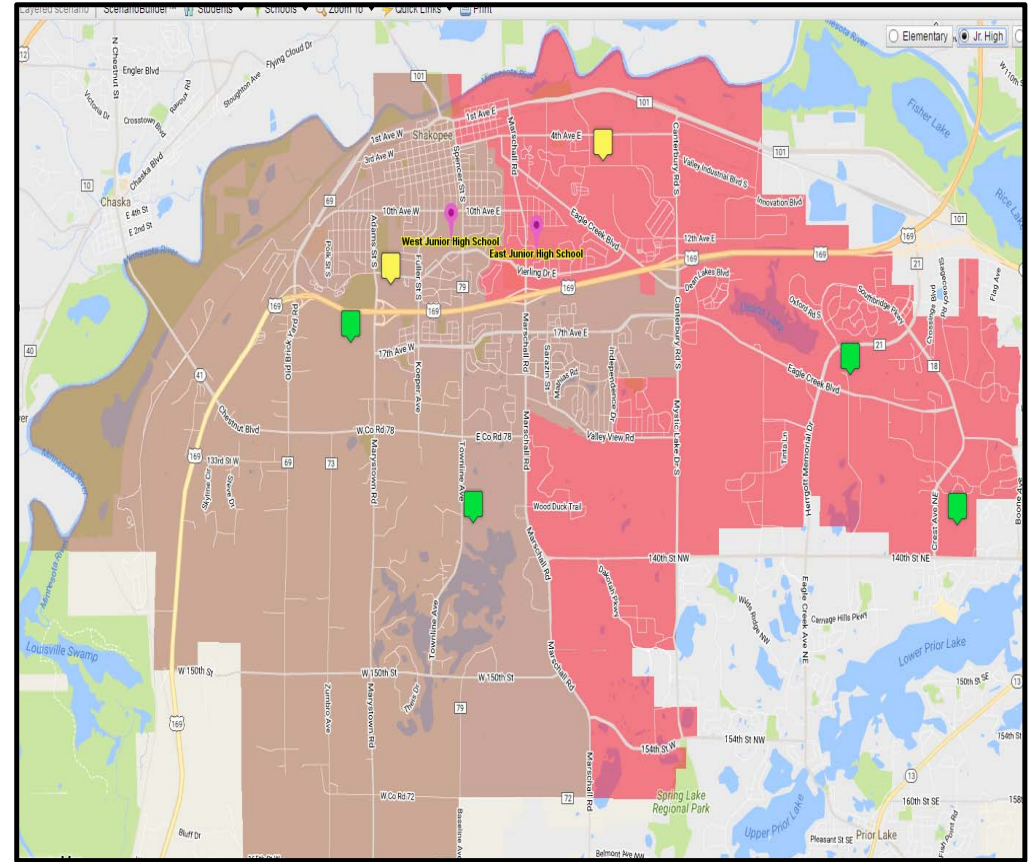
All	222/1,977 moves (11%) 193/1,977 moves (10%)*
EJH	Eagle Creek, Former JA SE, Some SP walkers
WJH	Sun Path, Some P walkers



Scenario 1A Elementary to MS feeder/movement pattern

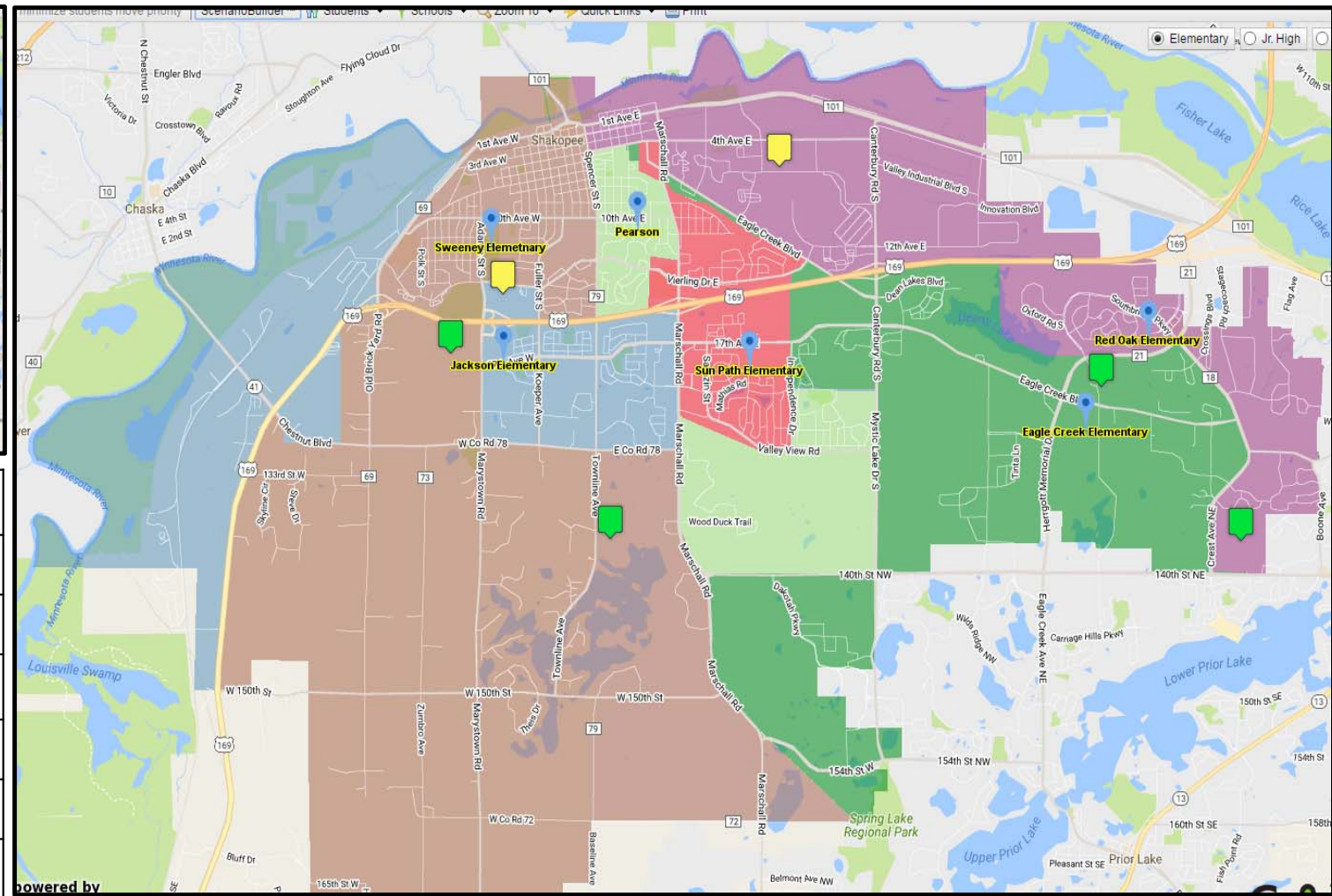
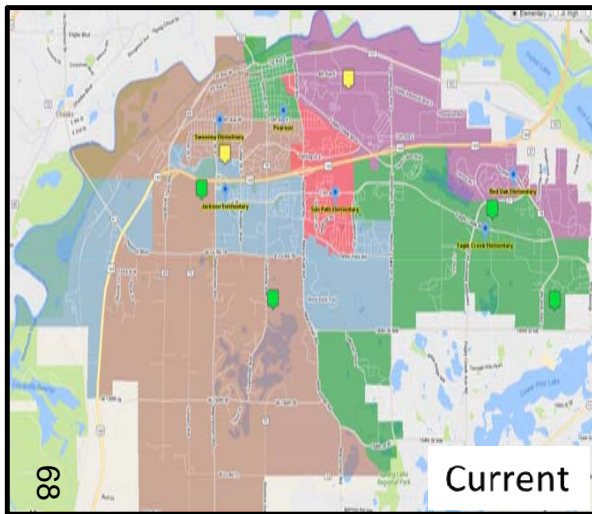


Mainly WMS: JA, SP, SW



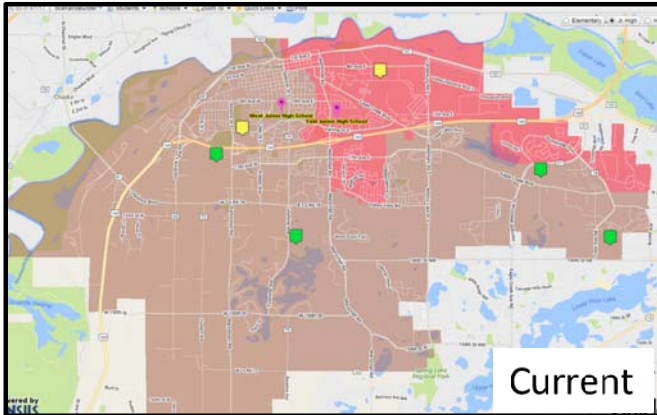
EMS: EC, P, RO

Scenario 2:

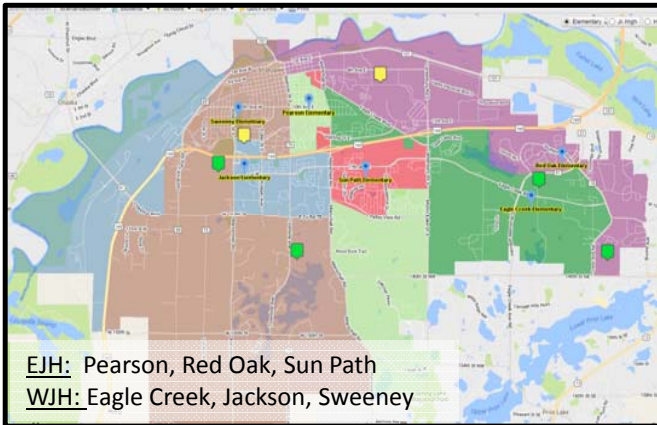


All	914/3,680 moves (25%) 575/3,680 moves (16%)
EC	RO EC Blvd.
JA	SW Bonnevista
P	EC Downtown, SW S of 10 th , JA E of Independence & JA SE
RO	EC Savage, EC N of 4 th Ave.
SP	Unchanged
SW	EC Downtown, JA small arm area

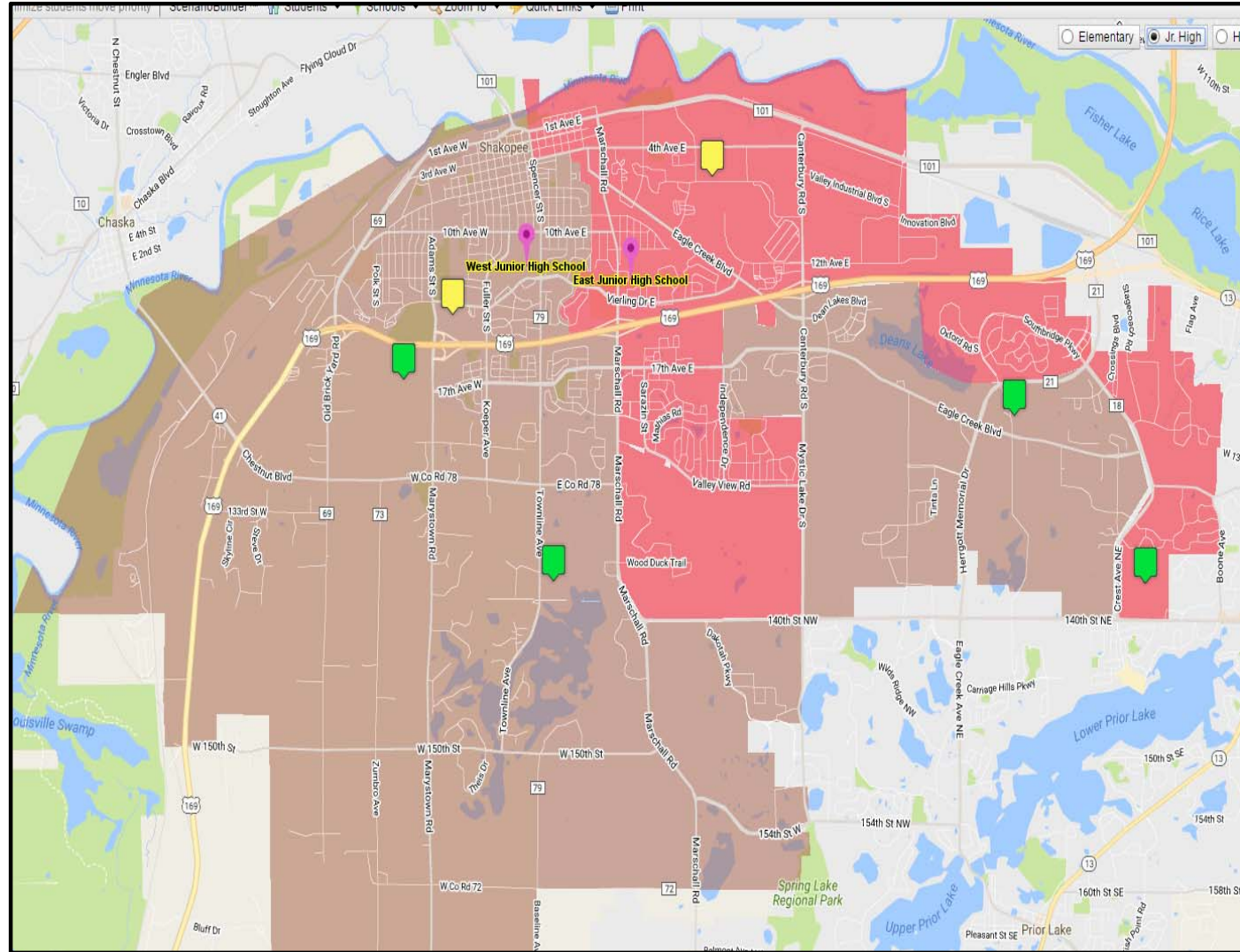
Scenario 2:



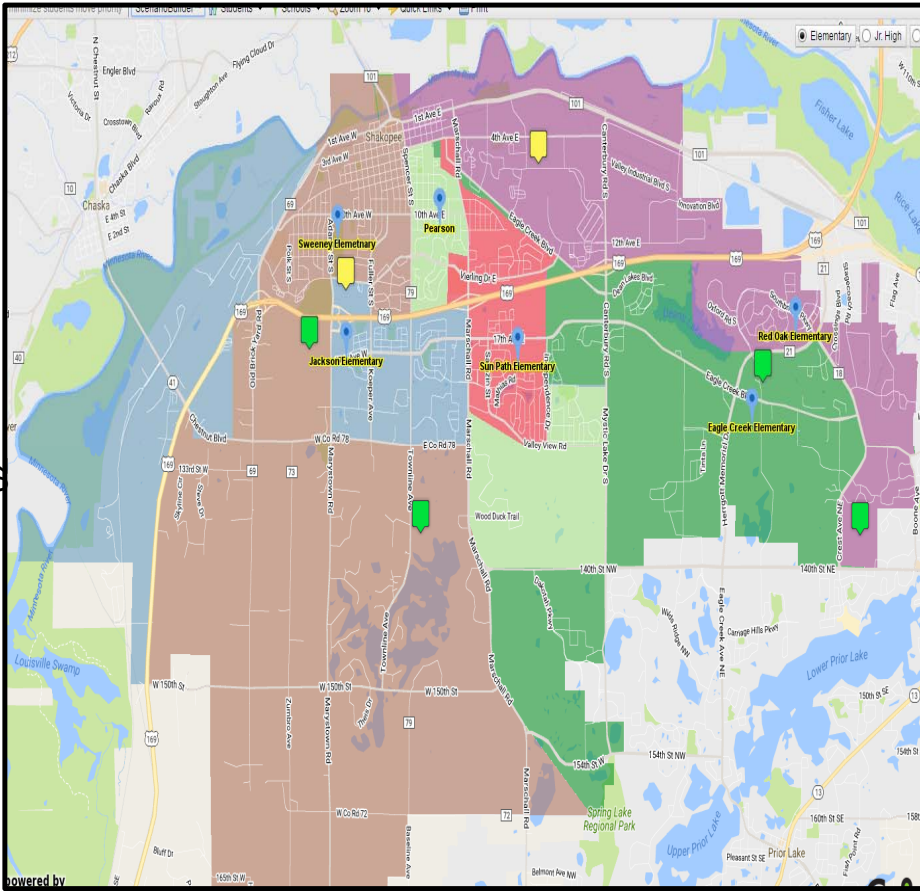
All	81/1,977 moves (4%) 52/1,977 moves (3%)*
ESH	EC Savage, Former JA area of P (formerly at WJH)
WJH	Some P walkers



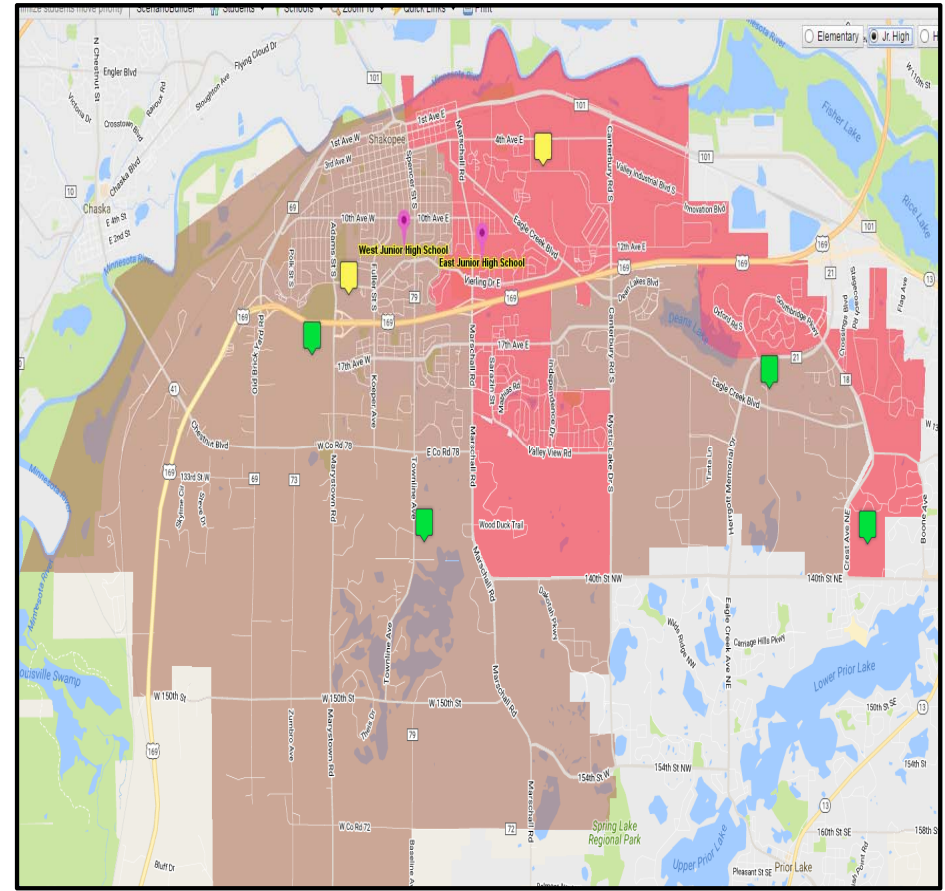
ESH: Pearson, Red Oak, Sun Path
WJH: Eagle Creek, Jackson, Sweeney



Scenario 2 Elementary to MS feeder/movement pattern



Mainly WMS: EC, JA, SW

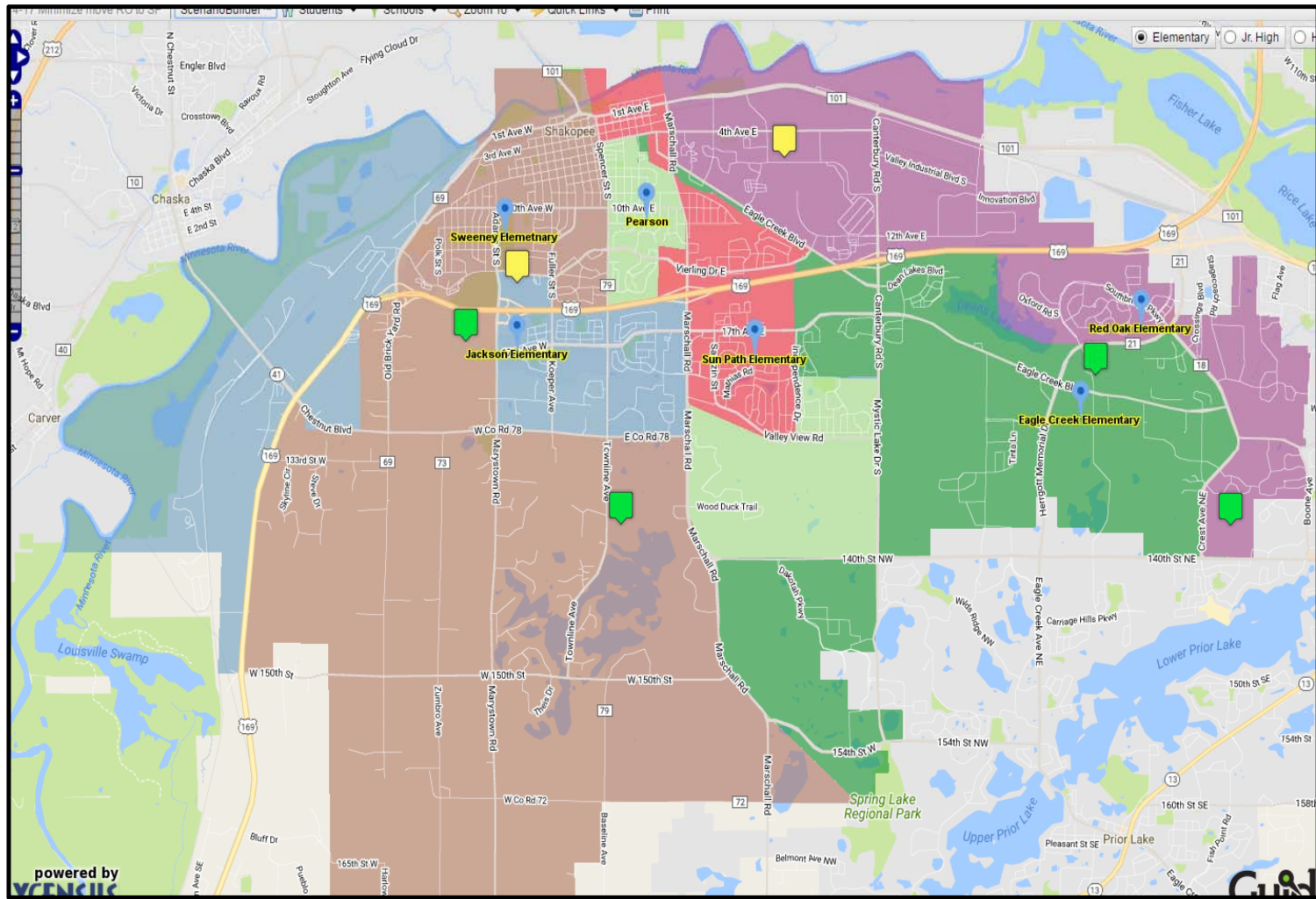
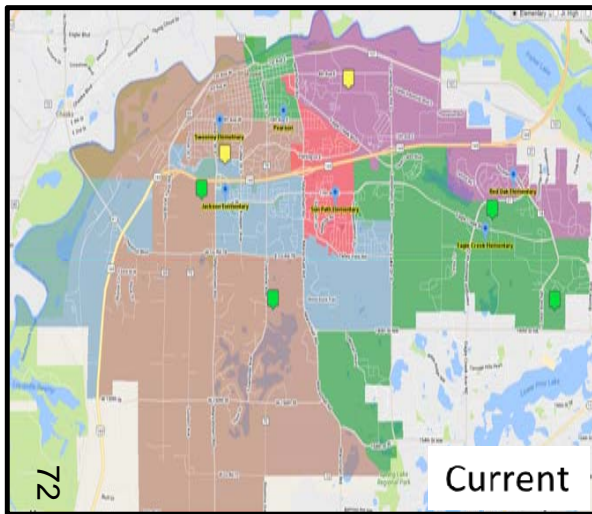


EMS: P, RO, SP

Scenario 2 projected statistics, student breakdown...

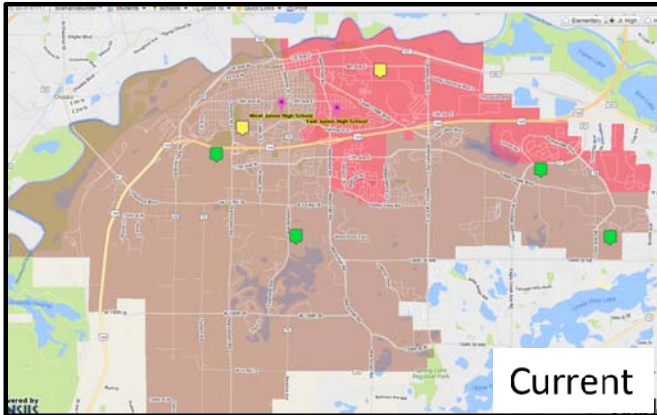
Scenario 2		Total	Capacity	% Capacity	Open Seats	intra District	New Devel	Projected	Proj Open	% F/R	%SpEd	% EL	Total	Total Moves	
	Eagle Creek	651	792	82%	141	0	40	691	101	39.6	12.4	21.8	73.8	284	
	Jackson	641	792	81%	151	25	15	681	111	36.2	12.3	21.7	70.2	268	
	Pearson	483	600	81%	117	0		483	117	37.3	15.1	17.6	70		
	Red Oak	681	792	86%	111	-25	140	796	-4	39.1	15.6	18.6	73.3	100	
	Sun Path	657	792	83%	135	0		657	135	37	15.5	19.2	71.7	74	
	Sweeney	567	696	81%	129	0	70	637	59	39	17.6	12.5	69.1	188	
										Max Range	3.4	5.3	9.3	4.7	914
														Xfers not allowed-->	25%
														Xfers allowed-->	16%
			Total	Capacity	% Capacity	Open Seats	intra District	New Devel	Projected	Proj Open	% F/R	%SpEd	% EL	Total	Total Moves
	East	1018	1050	97%	32	30	60	1108	-58	31.8	18.5	9.1	59.4	19	
	West	959	960	100%	1	-30	50	979	-19	39.2	17.9	9.5	66.6	62	
										Max Range	7.4	0.6	0.4	7.2	81
													Xfers not allowed-->	4%	
													Xfers allowed-->	3%	

Scenario 2A: RO Area North of 4th Ave to SP

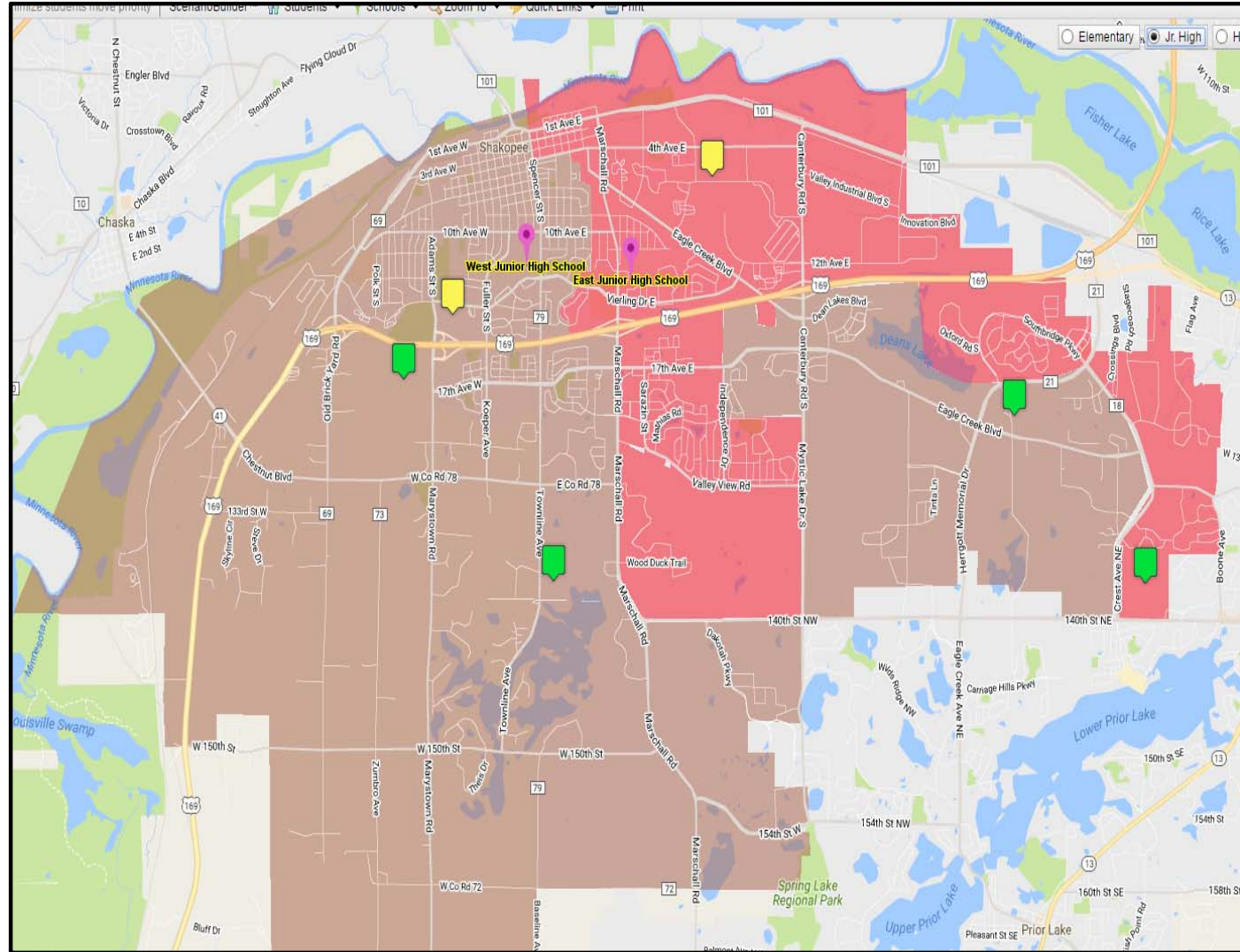
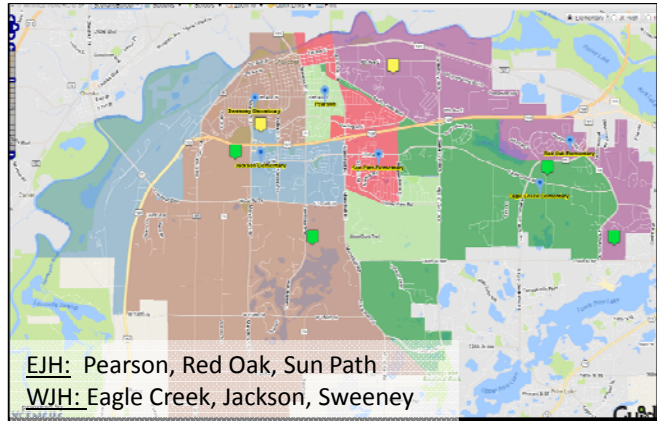


All	912/3,680 moves (25%) 573/3,680 moves (16%)
EC	RO EC Blvd.
JA	SW Bonnevista
P	EC Downtown, SW S of 10 th , JA E of Independence & JA SE
RO	EC Savage
SP	RO N of 4 th Ave.
SW	EC Downtown, JA small arm area

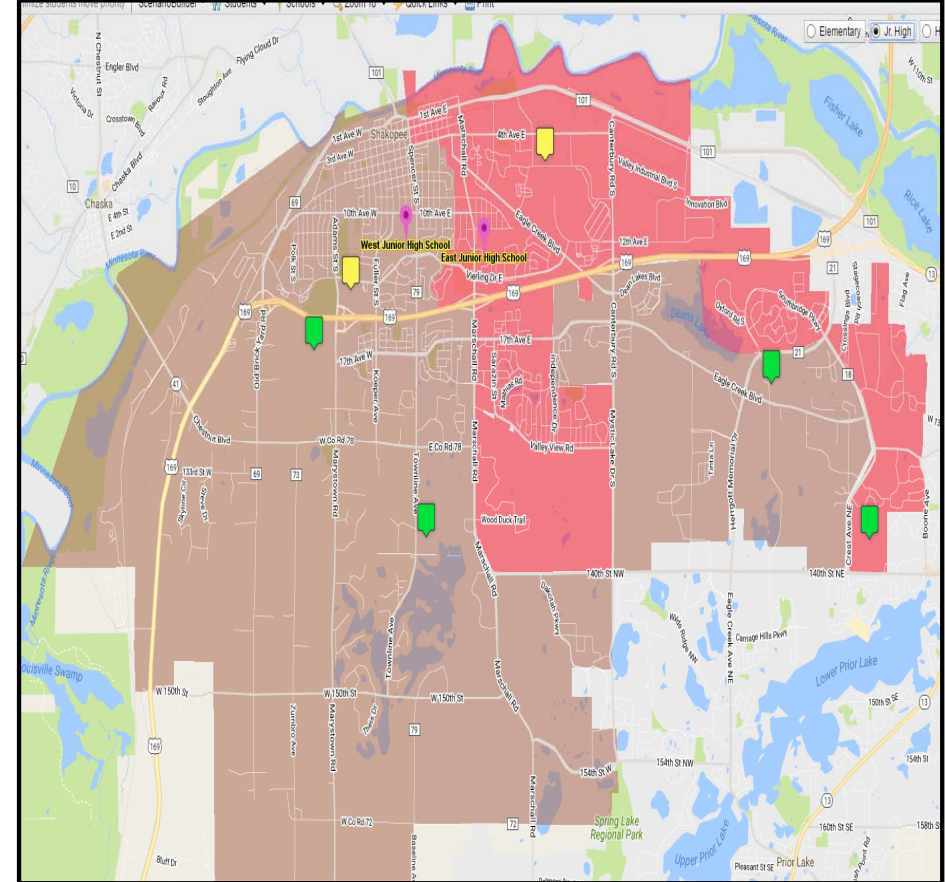
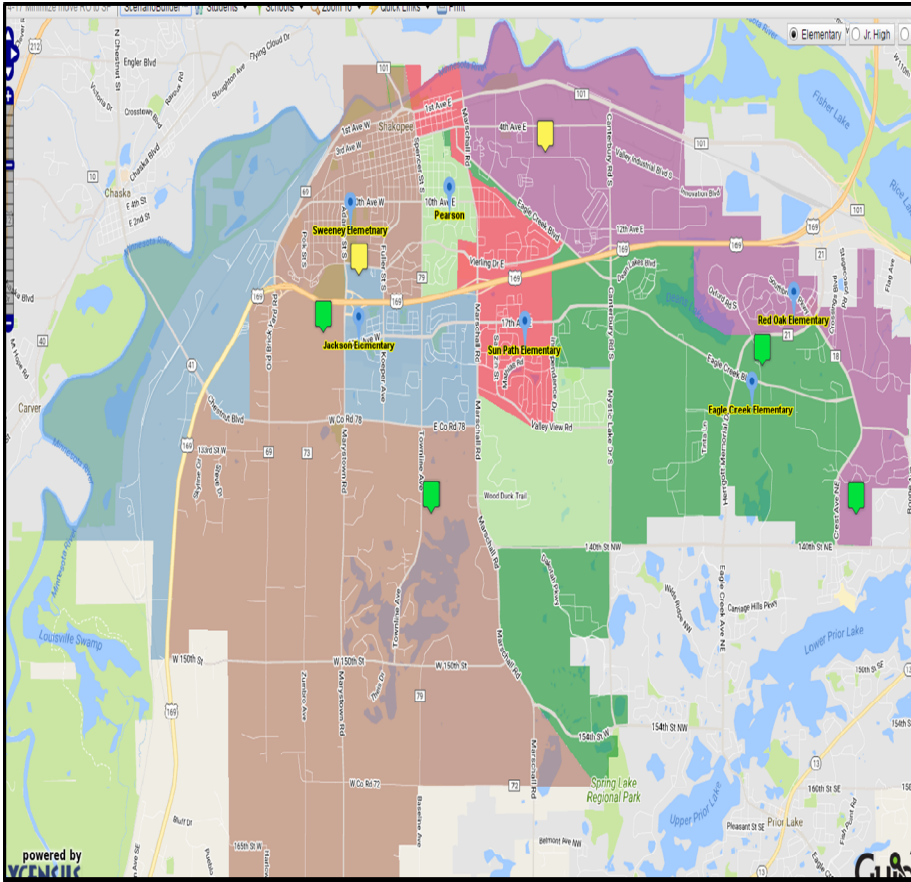
Scenario 2A:



All	81/1,977 moves (4%) 52/1,977 moves (3%)*
EJH	EC Savage, Former JA area of P (formerly at WJH)
WJH	Some P walkers



Scenario 2A Elementary to MS feeder/movement pattern



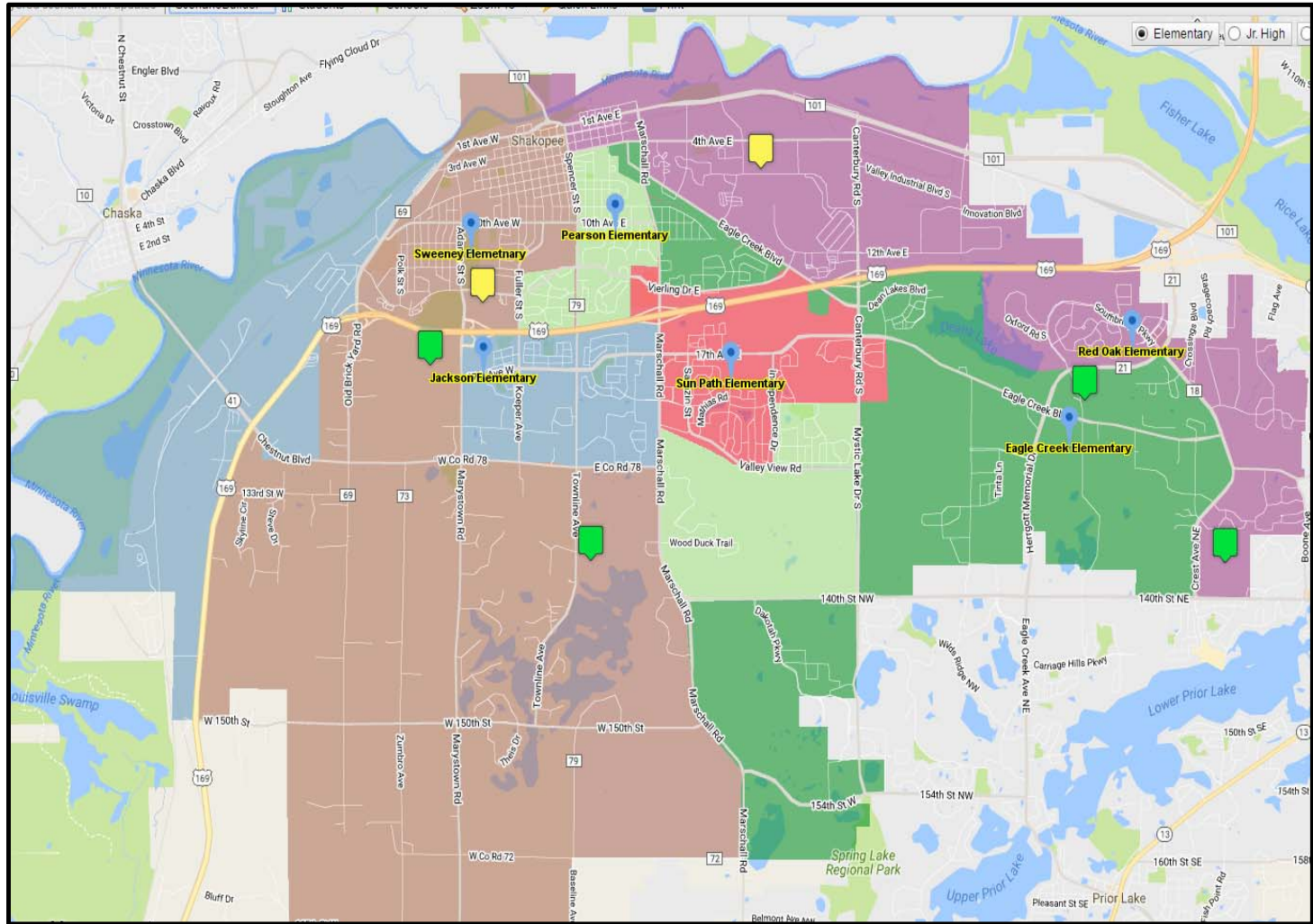
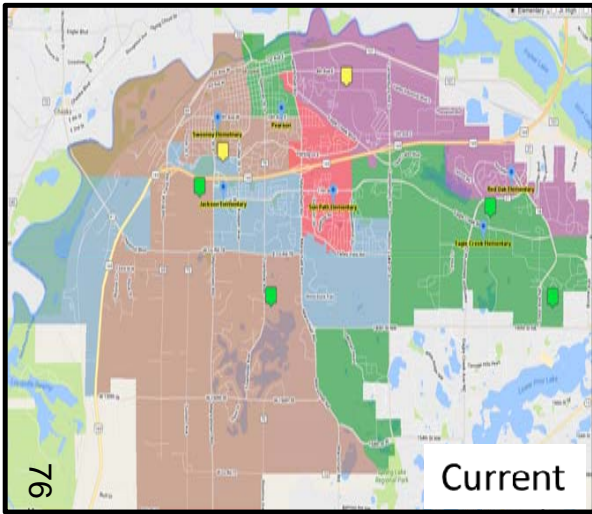
Mainly WMS: EC, JA, SW

EMS: P, RO, SP

Scenario 2A projected statistics, student breakdown...

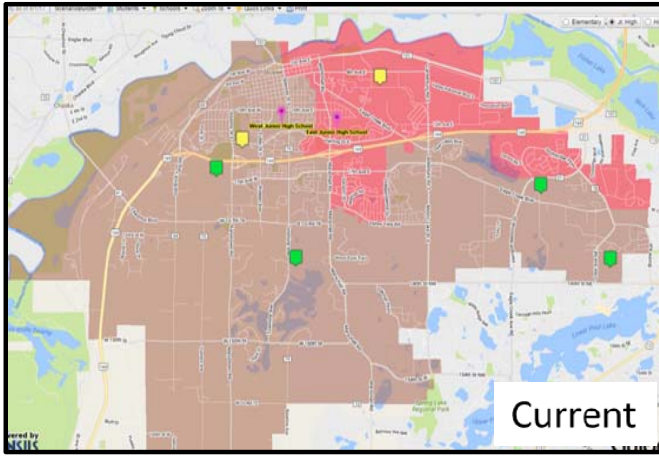
Scenario		Total	Capacity	% Capacity	Open Seats	intra District	New Devel	Projected	Proj Open	% F/R	%SpEd	% EL	Total	Total Moves
	Eagle Creek	651	792	82%	141	0	40	691	101	39.6	12.4	21.8	73.8	284
	Jackson	641	792	81%	151	25	15	681	111	36.2	12.3	21.7	70.2	268
	Pearson	483	600	81%	117	0		483	117	37.3	15.1	17.6	70	
	Red Oak	623	792	79%	169	-25	140	738	54	35	14.4	17.2	66.6	100
	Sun Path	715	792	90%	77	0		715	77	40.7	16.5	20.4	77.6	72
	Sweeney	567	696	81%	129	0	70	637	59	39	17.6	12.5	69.1	188
Max Range										5.7	5.3	9.3	11	912
Xfers not allowed-->														25%
Xfers allowed-->														16%
	Total	Capacity	% Capacity	Open Seats	intra District	New Devel	Projected	Proj Open	% F/R	%SpEd	% EL	Total	Total Moves	
East	1018	1050	97%	32	30	60	1108	-58	31.8	18.5	9.1	59.4	19	
West	959	960	100%	1	-30	50	979	-19	39.2	17.9	9.5	66.6	62	
Max Range										7.4	0.6	0.4	7.2	81
Xfers not allowed-->														4%
Xfers allowed-->														3%

Scenario 3:

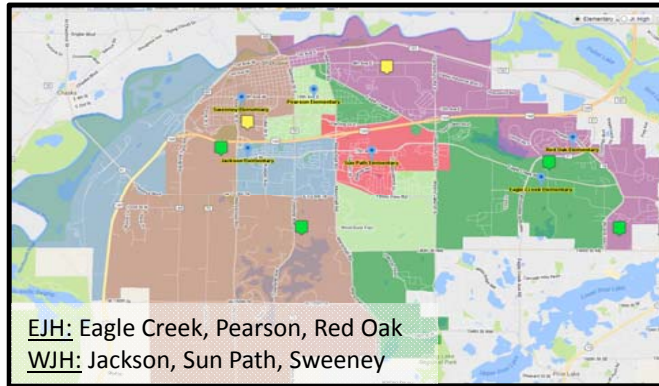


All	1,178/3,680 moves (32%) 839/3,680 moves (23%)*
EC	SP triangle N of Vierling, RO Eagle Creek Blvd., Gorman Ave.
JA	SW Bonnevista
P	EC Downtown, SW S of 10 th to Fuller, JA E of Independence & JA SE
RO	EC Savage, EC N of 4 th Ave.
SP	EC W of Canterbury & EC small rectangle E of Mystic Lake Dr. S
SW	EC Downtown, JA small arm area

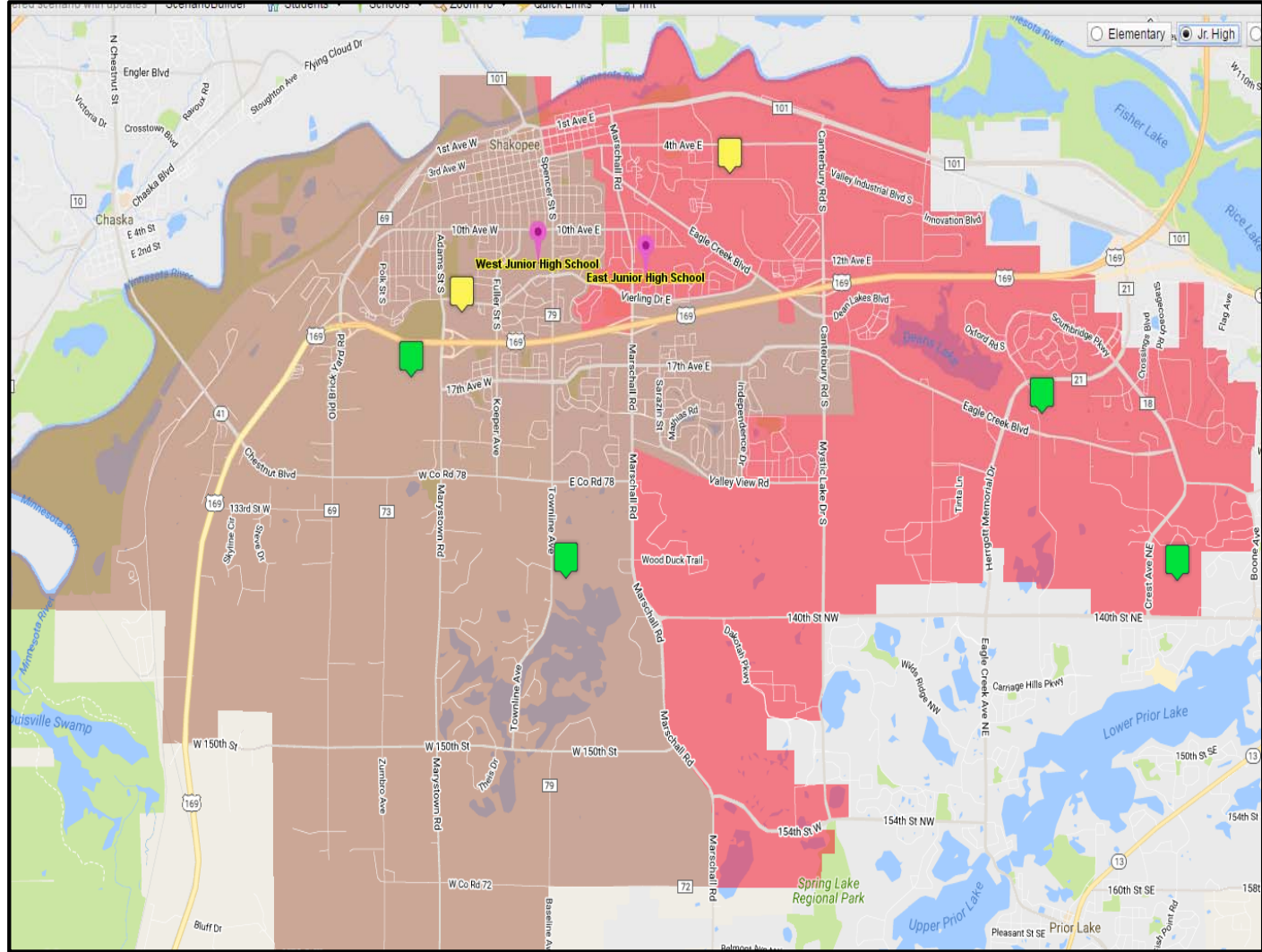
Scenario 3:



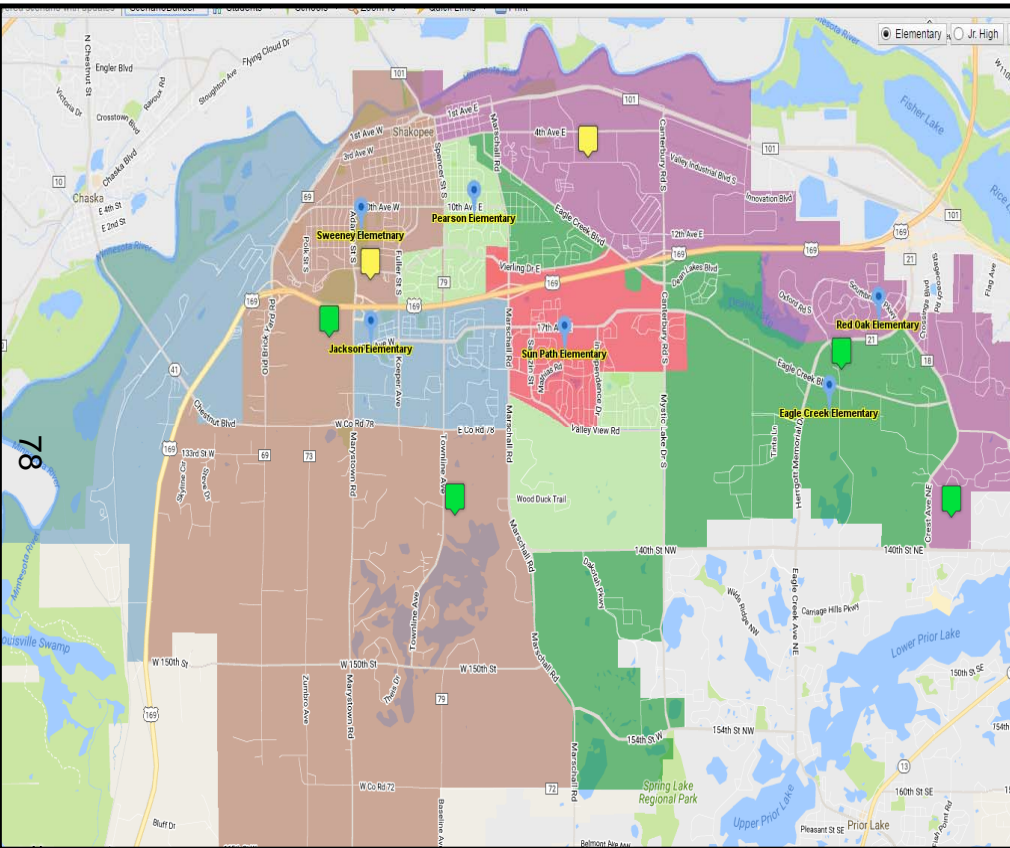
All 77	236/1,977 moves (12%) 207/1,977 moves (10%)*
EJH	EC, Former JA SE, Some SP walkers (around Vierling)
WJH	SP, Some P walkers (downtown)



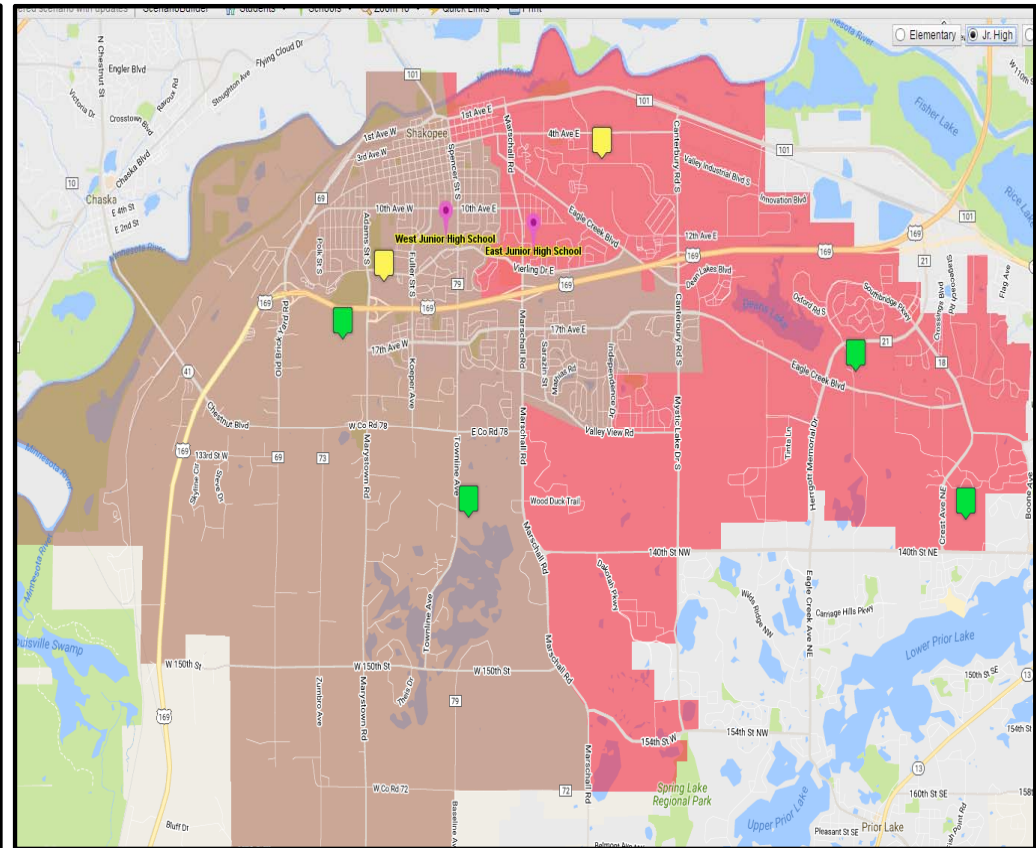
EJH: Eagle Creek, Pearson, Red Oak
WJH: Jackson, Sun Path, Sweeney



Scenario 3 Elementary to MS feeder/movement pattern

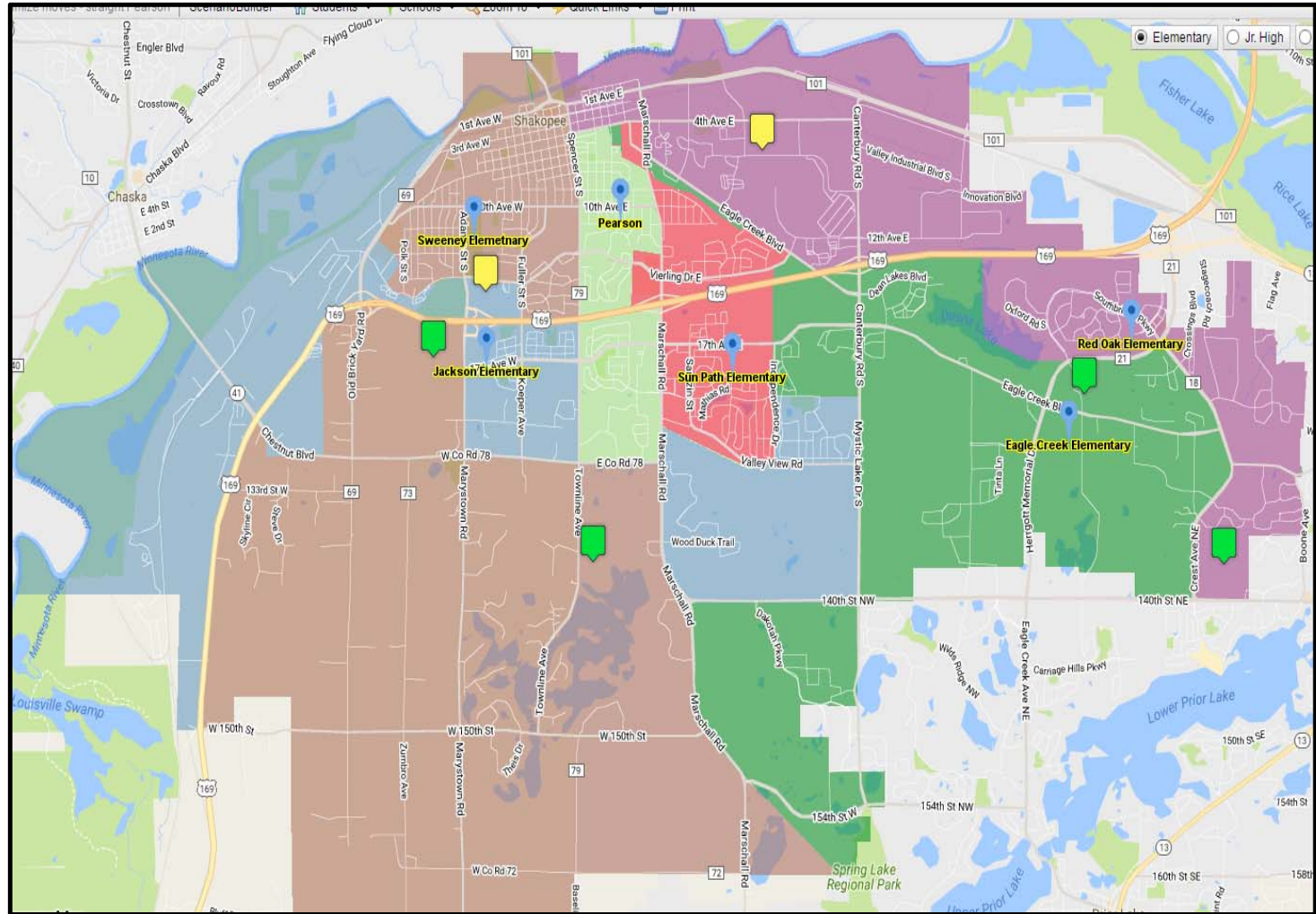
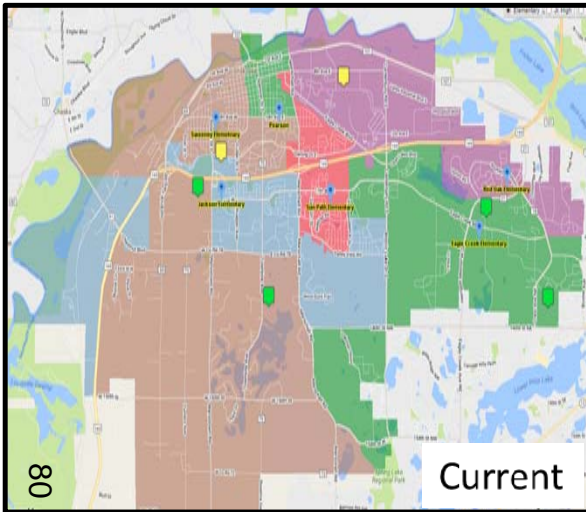


Mainly WMS: JA, SP, SW



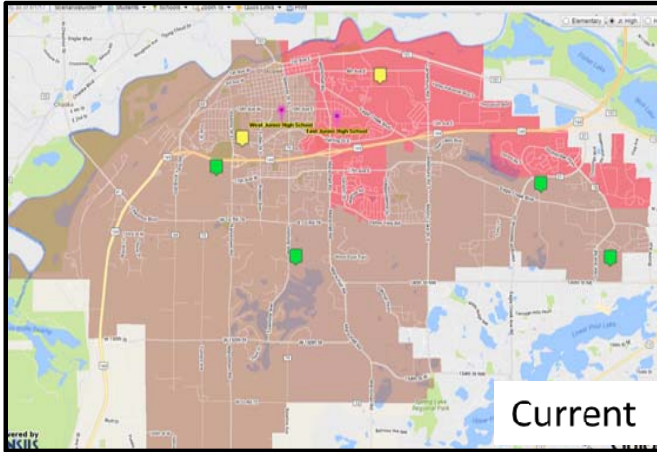
EMS: EC, P, RO

Scenario 4:

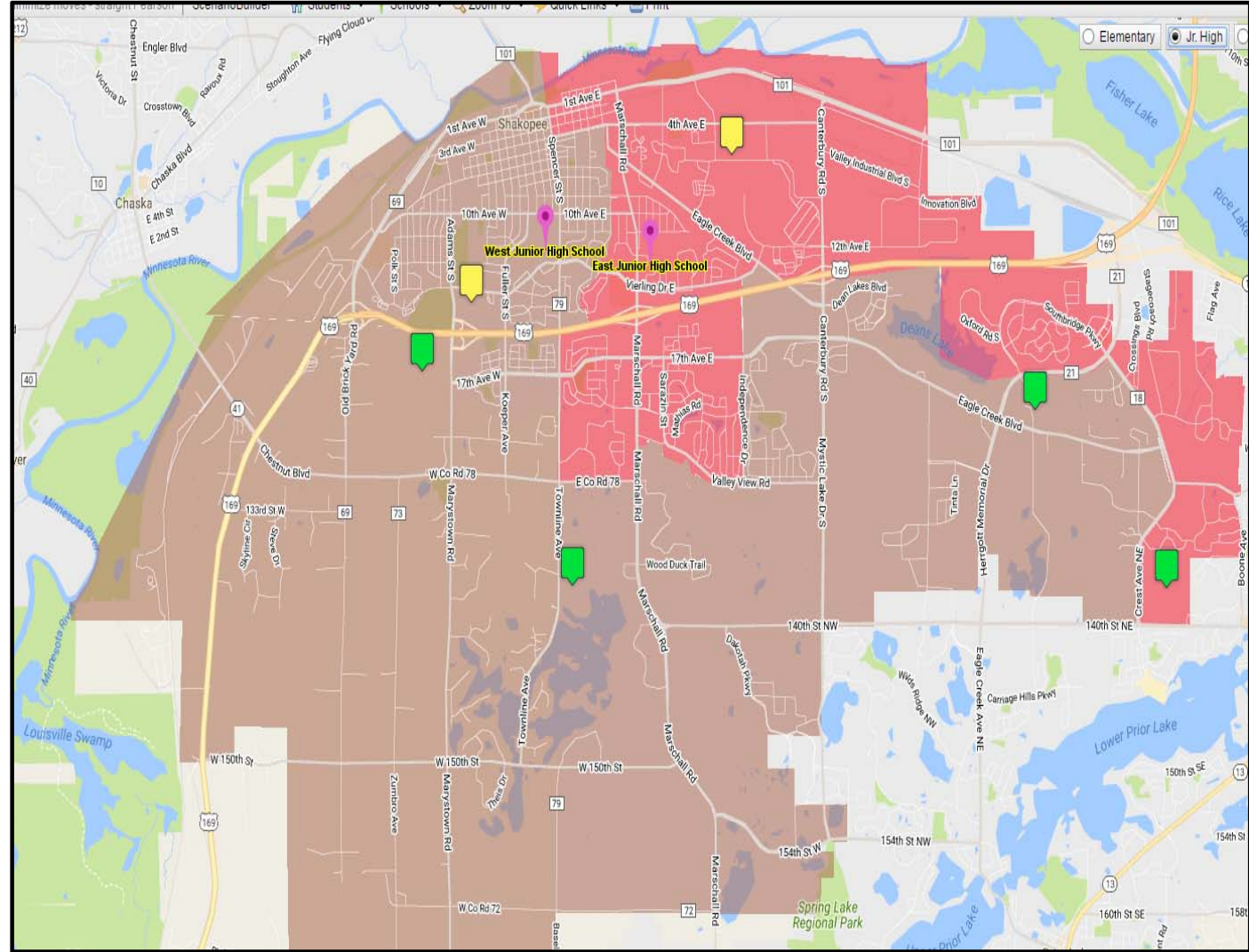
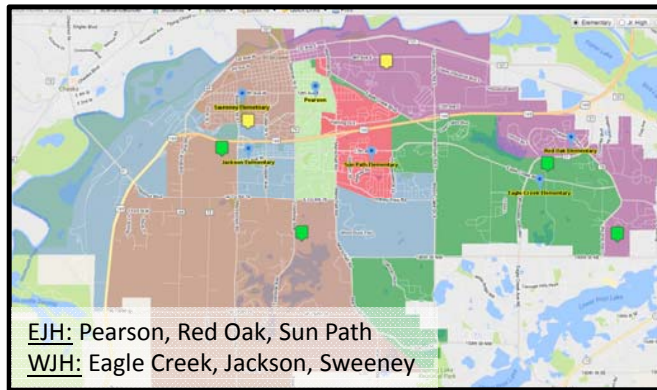


All	929/3,680 moves (25%) 590/3,680 moves (16%)
EC	RO EC Blvd.
JA	SW Bonnevista
P	EC Downtown, SW S of 10 th , JA E of Spencer W of Marshall
RO	EC Savage, EC N of 4 th Ave.
SP	Unchanged
SW	EC Downtown

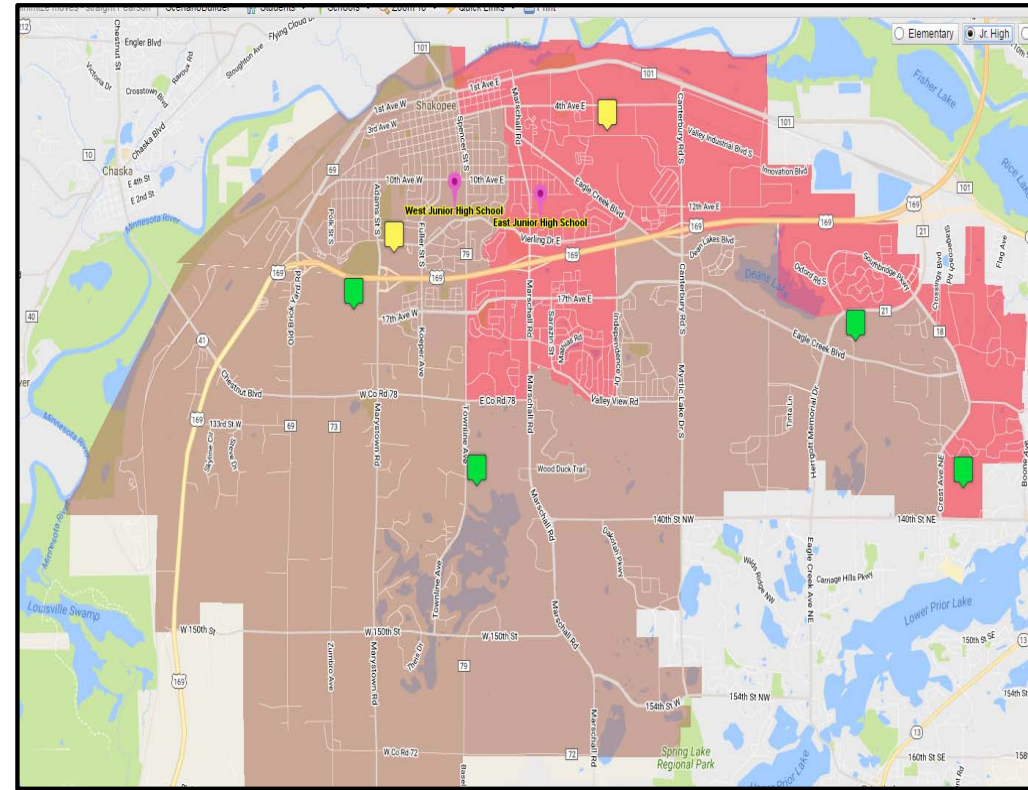
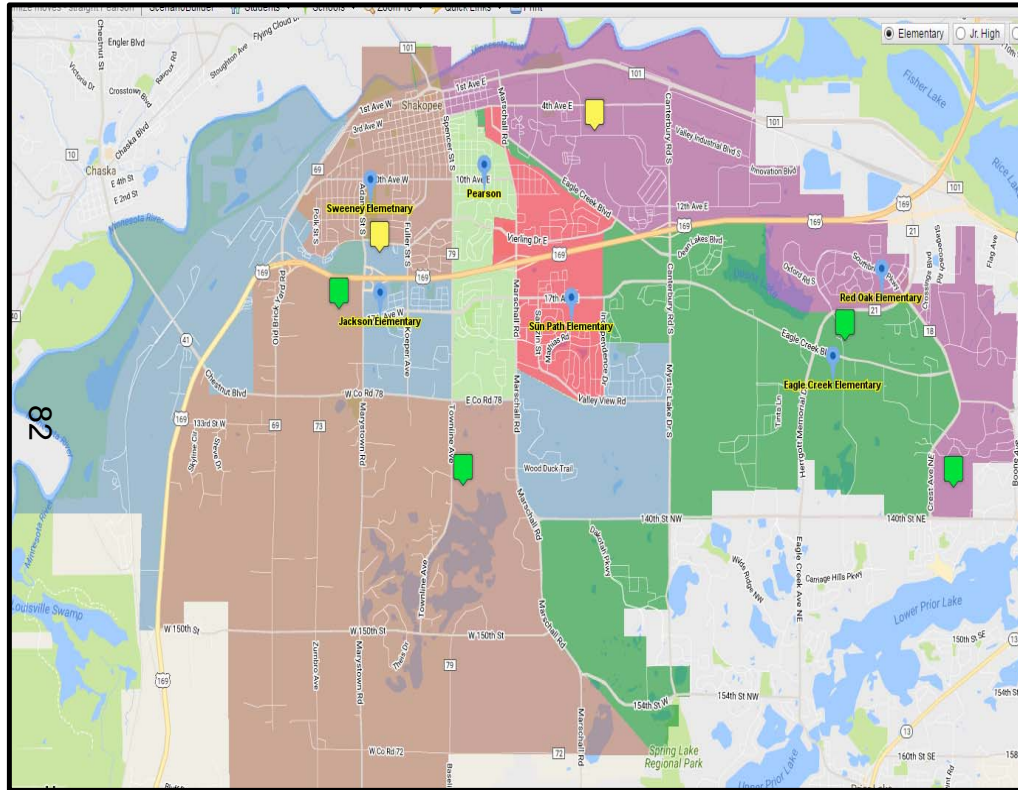
Scenario 4:



All	99/1,977 moves (5%) 70/1,977 moves (4%)*
EJH	EC Savage, Former JA area of P (formerly at WJH), Some EC walkers around EC Blvd.
WJH	Some P walkers (downtown)



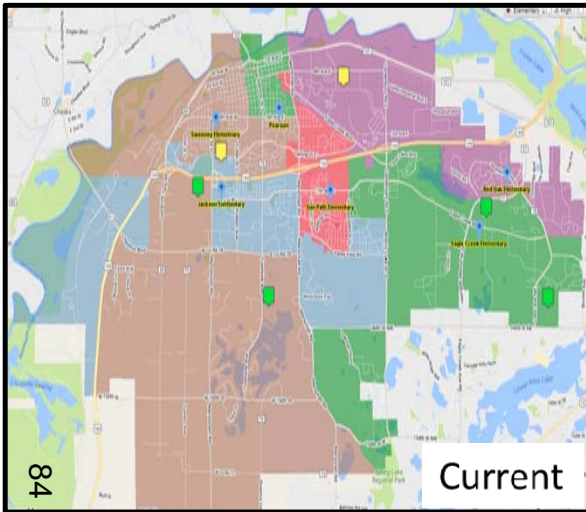
Scenario 4 Elementary to MS feeder/movement pattern



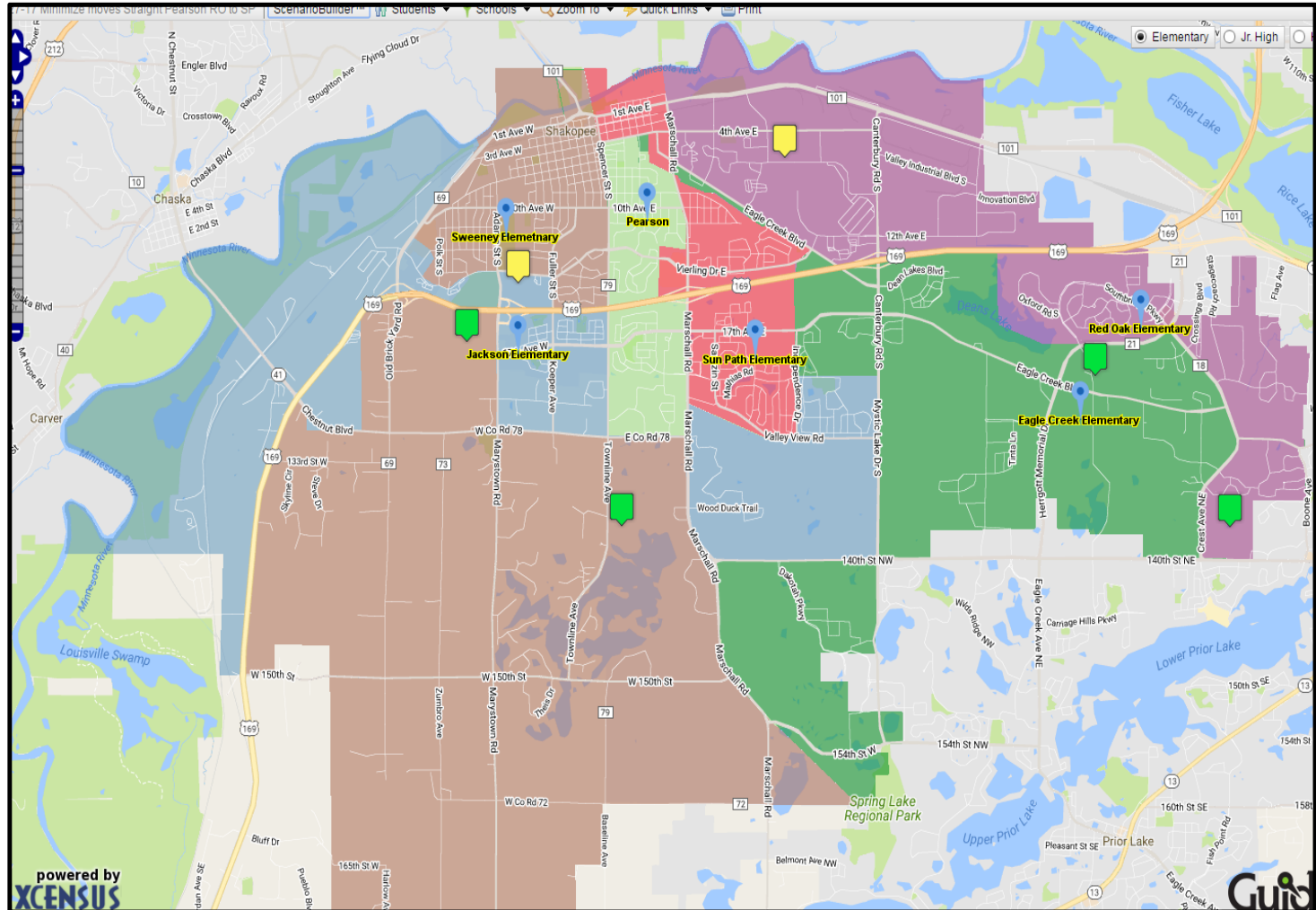
Mainly WMS: EC, JA, SW

EMS: P, RO, SP

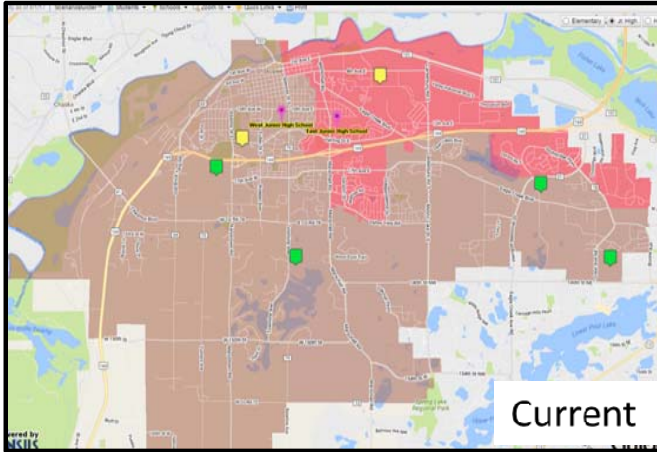
Scenario 4A: RO north of 4th Ave. to SP



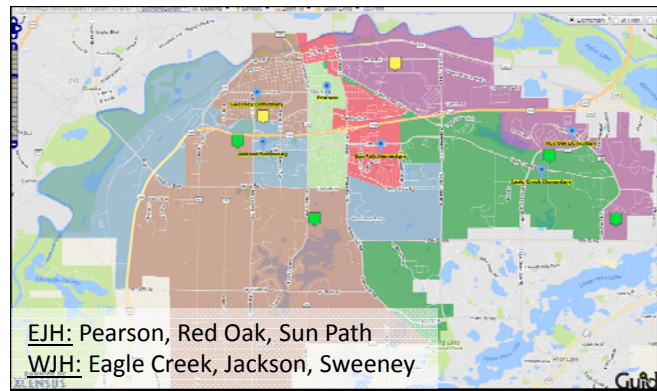
All	929/3,680 moves (25%) 590/3,680 moves (16%)
EC	RO EC Blvd.
JA	SW Bonnevista
P	EC Downtown, SW S of 10 th , JA E of Spencer W of Marshall
RO	EC Savage,
SP	RO N of 4 th Ave.
SW	EC Downtown



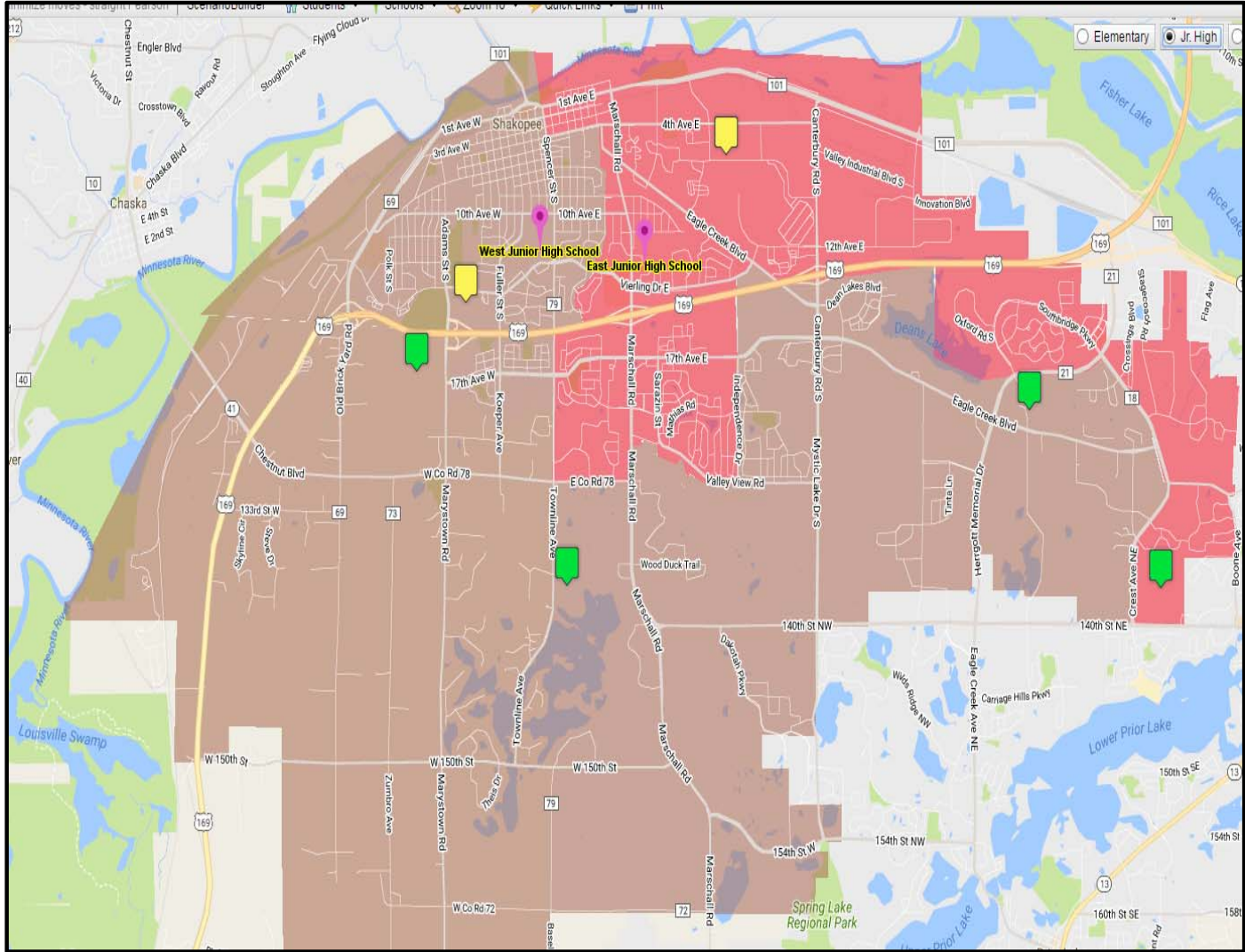
Scenario 4A:



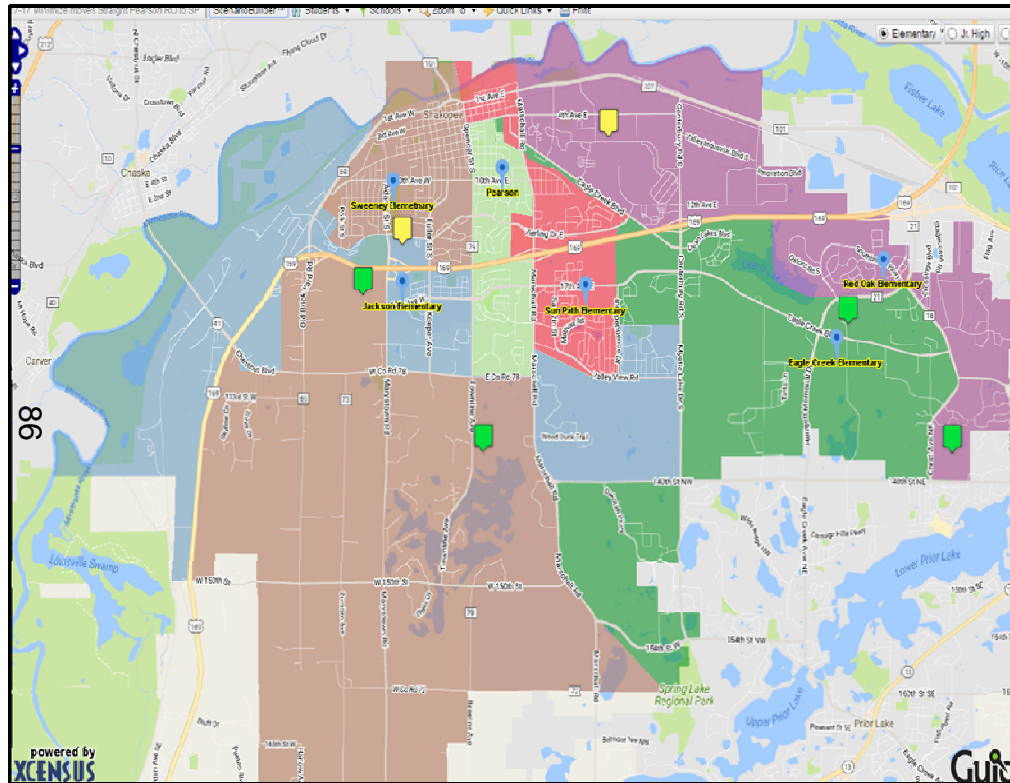
All OS	99/1,977 moves (5%) 70/1,977 moves (4%)*
EJH	EC Savage, Former JA area of P (formerly at WJH), Some EC walkers around EC Blvd.
WJH	Some P walkers (downtown)



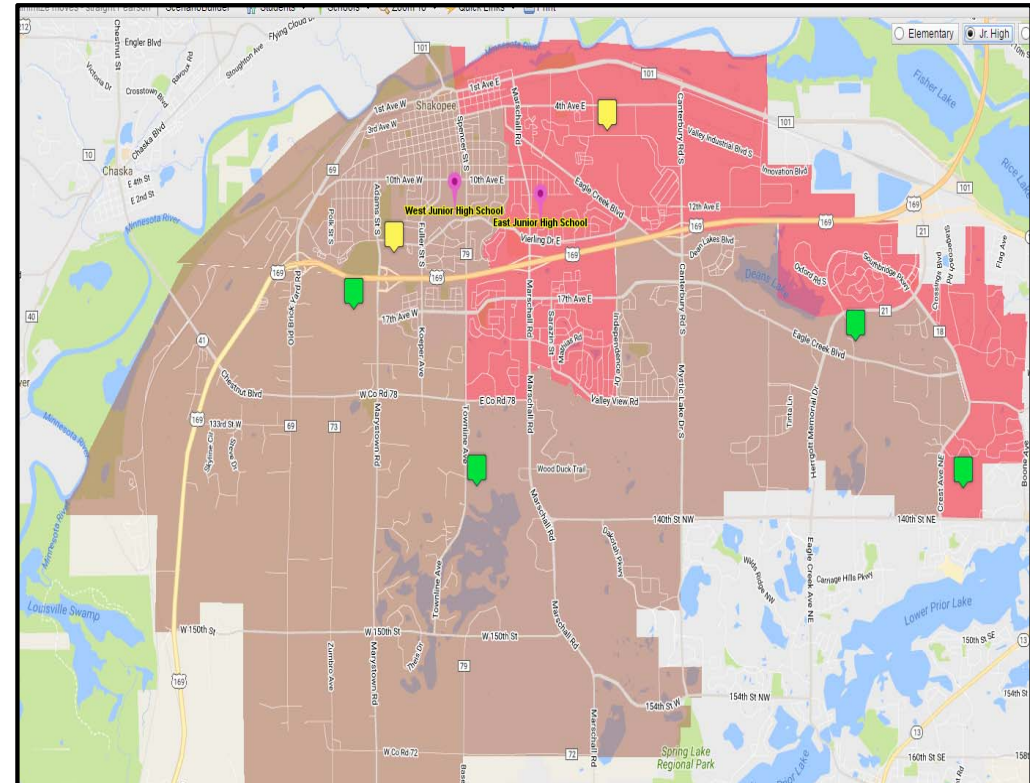
EJH: Pearson, Red Oak, Sun Path
WJH: Eagle Creek, Jackson, Sweeney



Scenario 4A Elementary to MS feeder/movement pattern

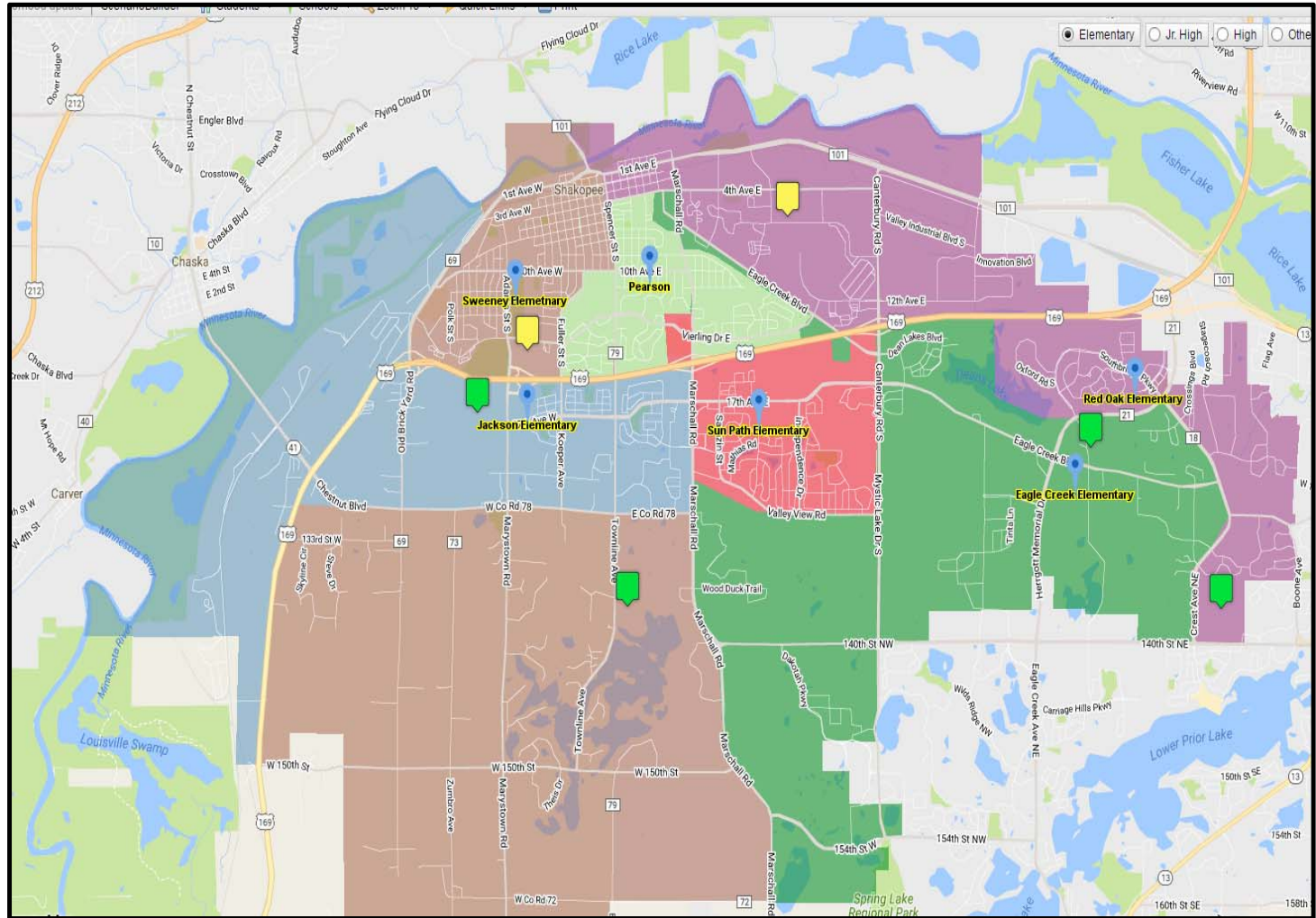
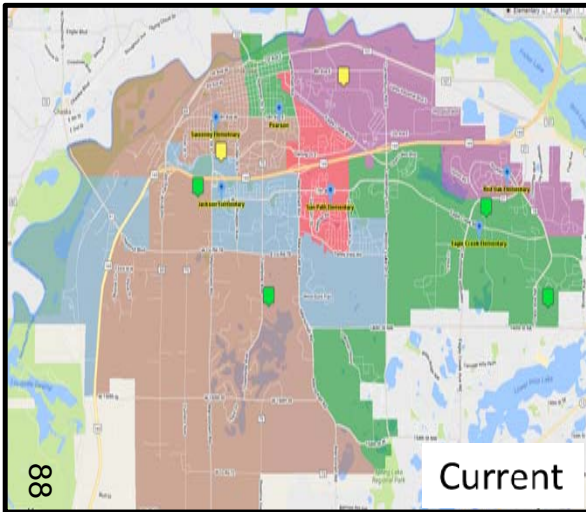


Mainly WMS: EC, JA, SW



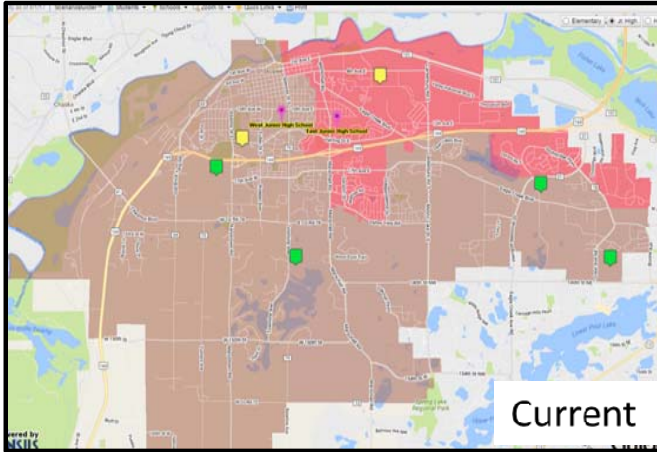
EMS: P, RO, SP

Scenario 5:

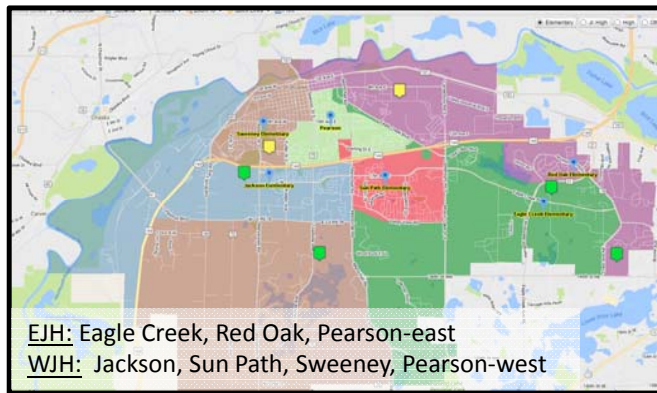


All	779/3,680 moves (21%) 440/3,680 moves (12%)
EC	RO EC Blvd., SP NW block, JA SE
JA	SW Bonnevista, SW block N of 78, S of 169
P	EC Downtown, SW S of 10 th to Fuller, SP Triangle
RO	EC Savage, EC N of 4 th Ave.
SP	JA E of Independence, EC E of Independence to Canterbury
SW	No additions

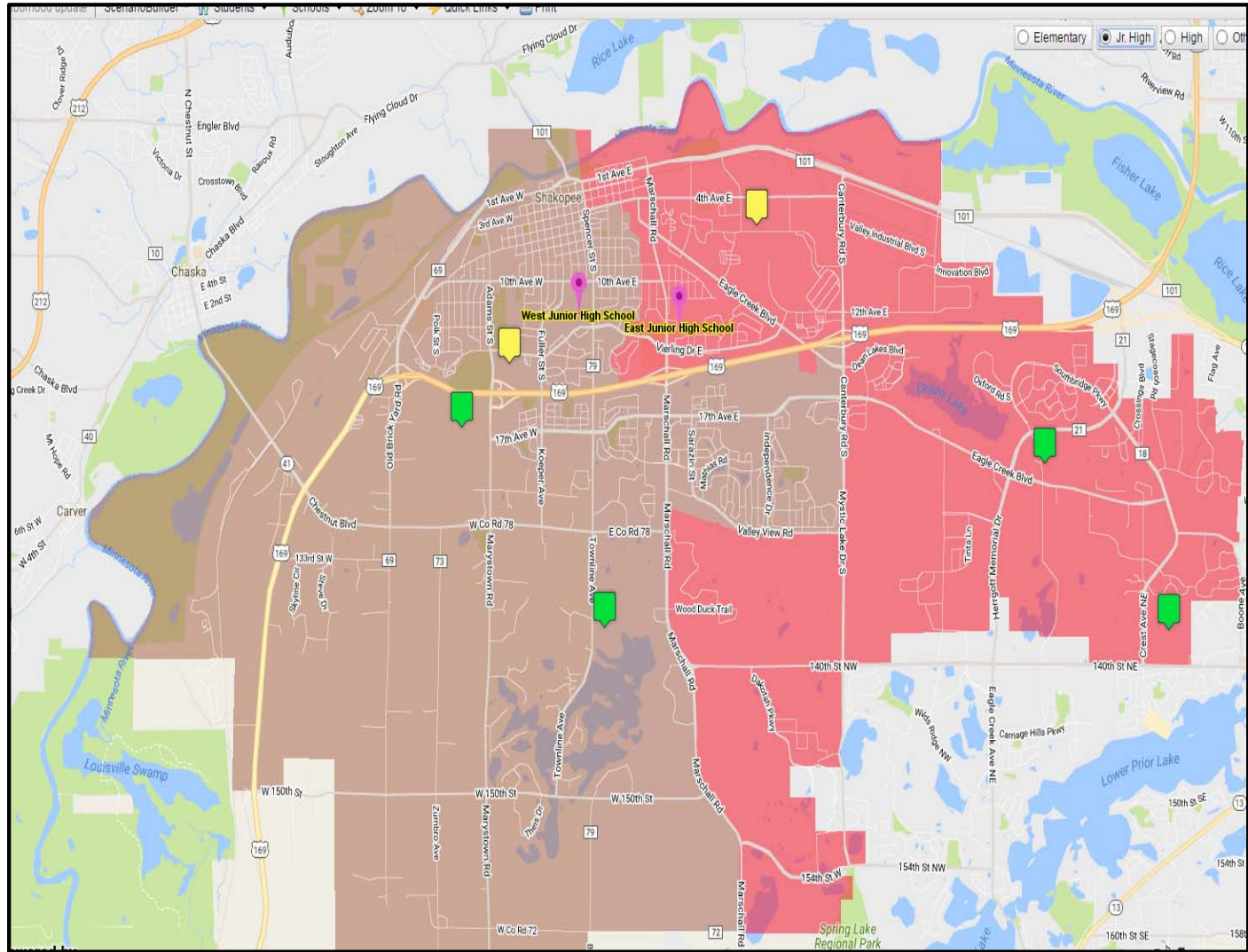
Scenario 5:



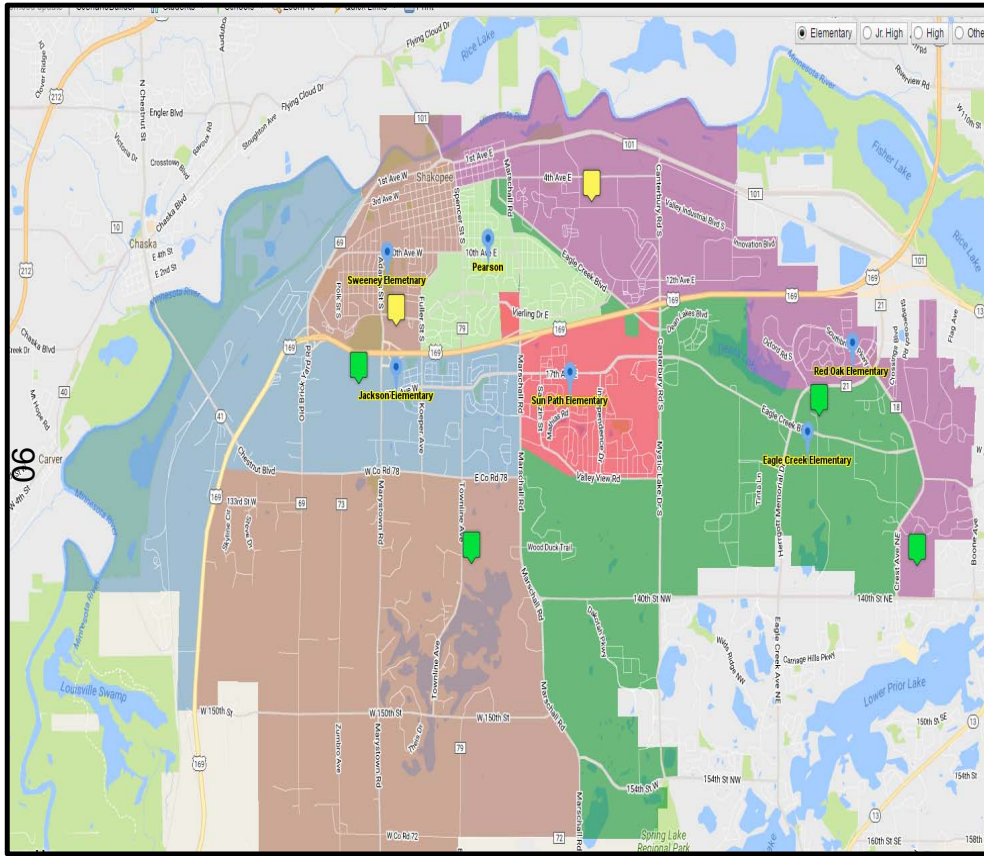
All	185/1,977moves (9%) 156/1,977moves (8%)
EJH	EC, Some SP walkers (around Vierling)
WJH	SP, Some P walkers (downtown)



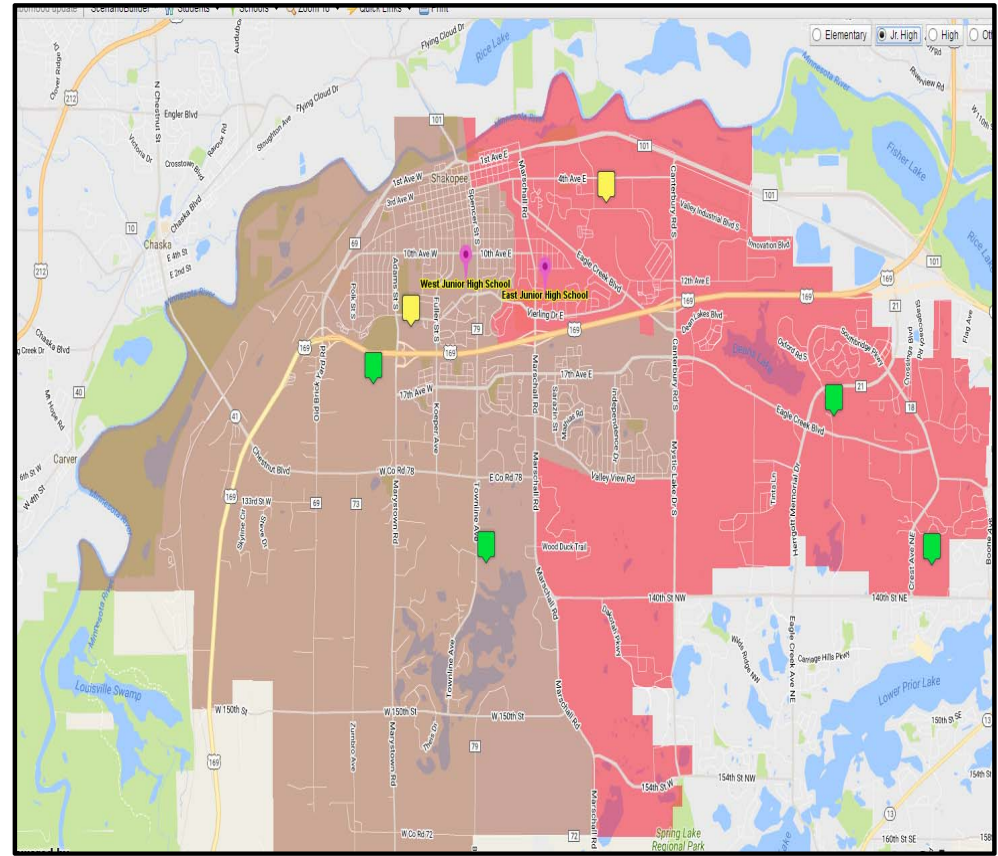
EJH: Eagle Creek, Red Oak, Pearson-east
WJH: Jackson, Sun Path, Sweeney, Pearson-west



Scenario 5 Elementary to MS feeder/movement pattern



Mainly WMS: JA, SP, SW, P-west



EMS: EC, RO, P-east

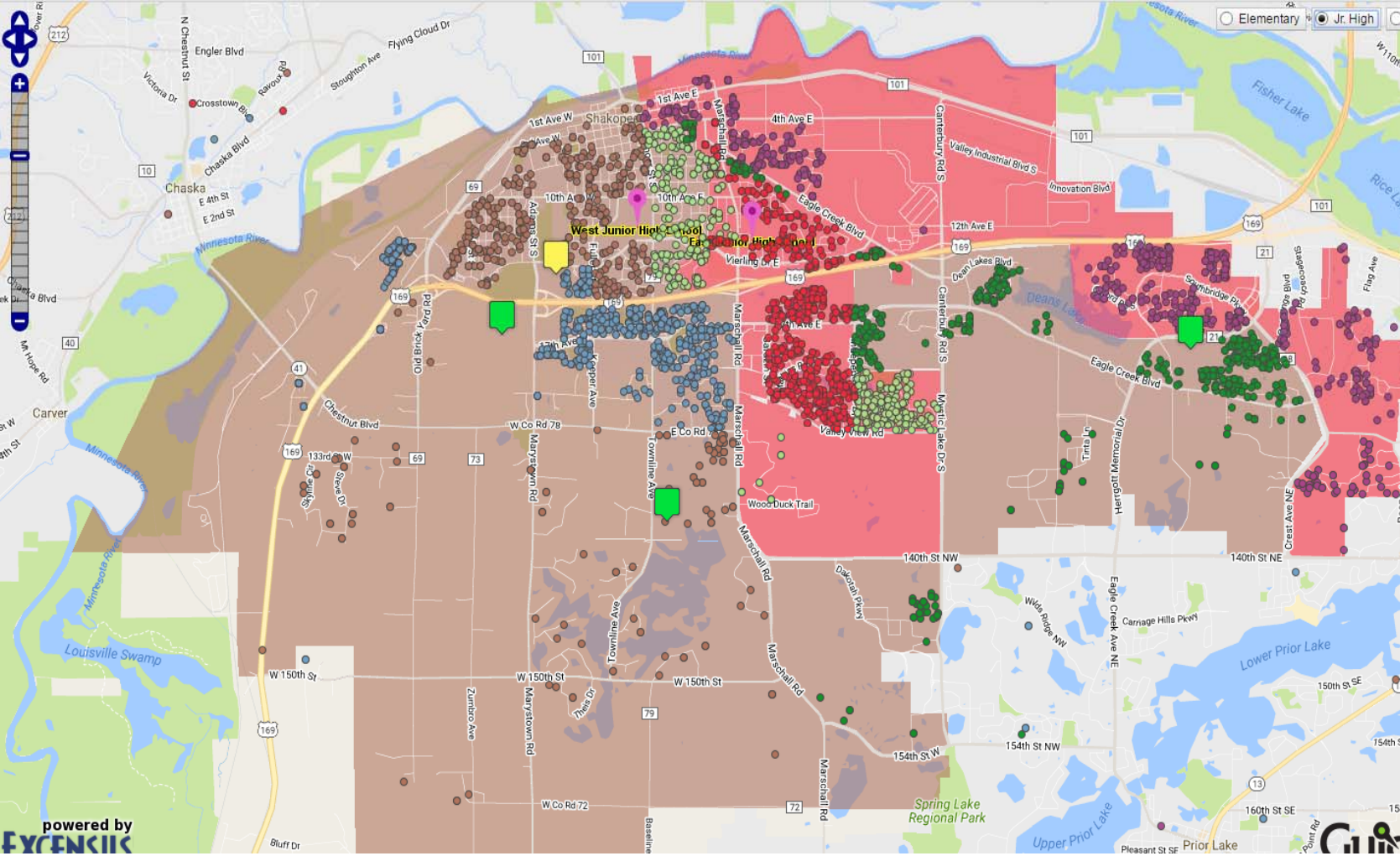
Junior High – Walking Example that impacts feeder Schools

East JH

- Pearson
- Red Oak
- Sun Path

West JH

- Eagle Creek
- Jackson
- Sweeney



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COMMUNICATIONS SUB-COMMITTEE

PURPOSE

The purpose of the communications sub-committee would be to provide input and feedback to the Department of Communications as well as district leadership on internal and external communications for the following, but not limited to:

- Current, new and proposed initiatives
- Current communications channels
- New and Innovative ways to engage staff, parents and the community
- Branding and marketing Shakopee Public Schools to prospective students and new residents
- Identify topics and areas of interest in the community
- Crisis Communications
- Proactive vs reactive communications
- Key messages, as needed
- Serve as a sounding board
- Research target audiences and determine ways to focus/improve marketing strategies
- Gather intelligence on what nearby school districts are doing to help staff and community stay updated about important developments

MEMBERSHIP

The communications sub-committee would consist of the Communications Department and the following;

- School Board: 2 people
- Teacher Voice: 2 people
- Staff Voice: 1 person
- Community Members: 3-4 people (Marketing/Branding/Communications Experts)

FREQUENCY OF MEETINGS

The communications sub-committee would meet approximately six times a year and/or as needed depending on current school district climate or as issues may arise that require additional input from committee members





Memorandum

To: School Board

From: Suzanne Johnson

Date: July 10, 2017

Re: School Management Services Agreement

Action: Approve contract with School Management Services, LLC (SMS) for \$6,250 per month beginning July 1, 2017.

Recommendation: Approve contract with School Management Services, LLC.

If I can be of further assistance or provide additional information please contact me via email at sjohnson@shakopee.k12.mn.us or 952-496-5011.

Cc: Sarah Koehn



SHAKOPEE PUBLIC SCHOOLS

REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

June 30, 2017, as of 6.29.17



REVENUE										June 30, 2017, as of	June 30, 2016	June 30, 2015		
REVENUE CATEGORIES	June 30, 2015	June 30, 2016	Adopted Budget	Revised Budget	Next Year Budget	Received YTD	Encumb YTD	Budget Remaining	% of Budget Received	% of Actuals Received	% of Actuals Received	June 30, 2016	June 30, 2015	
STATE	67,134,751	69,754,755	73,190,336	73,331,671	75,903,741	66,588,709	-	6,742,962	90.8%	100.0%	100.0%	69,754,755	67,134,751	
FEDERAL	1,838,975	2,033,546	2,134,888	2,688,517	2,000,140	1,842,310	-	846,207	68.5%	100.0%	100.0%	2,033,546	1,838,975	
PROPERTY TAXES	9,285,837	9,136,671	13,341,826	13,098,788	13,852,370	12,214,817	-	883,971	93.3%	100.0%	100.0%	9,136,671	9,285,837	
TUITION	2,375	1,250	-	1,275	1,275	-	-	1,275	0.0%	100.0%	100.0%	1,250	2,375	
LOCAL (FEES, INTEREST, ETC.)	1,614,715	1,660,696	1,682,950	2,240,274	1,988,394	1,796,867	-	443,407	80.2%	100.0%	100.0%	1,660,696	1,614,715	
TOTALS	79,876,653	82,586,918	90,350,000	91,360,525	93,745,920	82,442,703	-	8,917,822	90.2%	100.0%	100.0%	82,586,918	79,876,653	

EXPENDITURES										June 30, 2017, as of	June 30, 2016	June 30, 2015		
OBJECT SERIES	June 30, 2015	June 30, 2016	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Encumb YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	June 30, 2016	June 30, 2015	
SALARIES & WAGES	50,431,518	54,395,343	56,263,165	56,881,020	55,653,189	56,627,928	-	253,092	99.6%	100.0%	100.0%	54,395,343	50,431,518	
EMPLOYEE BENEFITS	14,544,376	16,116,270	15,772,861	15,468,329	16,154,266	15,566,506	-	(98,177)	100.6%	100.0%	100.0%	16,116,270	14,544,376	
PURCHASED SERVICES	10,475,334	11,396,889	9,096,191	11,647,986	12,877,139	11,848,396	-	(200,410)	101.7%	100.0%	100.0%	11,396,889	10,475,334	
SUPPLIES	2,752,751	2,657,733	3,925,860	3,283,403	3,222,318	3,004,142	-	279,261	91.5%	100.0%	100.0%	2,657,733	2,752,751	
EQUIPMENT	3,668,435	3,682,046	4,818,273	4,414,890	4,482,303	3,968,083	-	446,807	89.9%	100.0%	100.0%	3,682,046	3,668,435	
DEBT SERVICE	-	-	-	-	-	-	-	-	0.0%	0.0%	0.0%	-	-	
OTHER EXPENDITURES	666,642	625,227	458,650	374,539	387,760	331,964	-	42,575	88.6%	100.0%	100.0%	625,227	666,642	
TOTALS	82,539,054	88,873,508	90,335,000	92,070,167	92,776,975	91,347,018	-	723,149	99.2%	100.0%	100.0%	88,873,508	82,539,054	

										June 30, 2017, as of	June 30, 2016	June 30, 2015		
PROGRAM SERIES	June 30, 2015	June 30, 2016	Adopted Budget	Revised Budget	Next Year Budget	Expended YTD	Encumb YTD	Budget Remaining	% of Budget Expended	% of Actuals Expended	% of Actuals Expended	June 30, 2016	June 30, 2015	
SITE ADMINISTRATION	4,659,323	4,976,080	4,854,696	4,923,010	5,021,077	4,809,815	-	113,195	97.7%	100.0%	100.0%	4,976,080	4,659,323	
DISTRICT ADMINISTRATION	1,710,849	1,521,185	1,388,993	1,420,817	1,248,808	1,542,468	-	(121,651)	108.6%	100.0%	100.0%	1,521,185	1,710,849	
SUPPORT SERVICES	1,052,174	1,502,414	1,571,922	1,481,685	(553,007)	1,343,561	-	138,124	90.7%	100.0%	100.0%	1,502,414	1,052,174	
REGULAR INSTRUCTION	36,670,286	38,868,827	37,820,136	38,544,930	40,003,710	38,784,142	-	(239,212)	100.6%	100.0%	100.0%	38,868,827	36,670,286	
EXTRA-CURRICULAR ACTIVITIES	2,003,849	2,137,843	1,563,813	2,417,015	2,408,544	2,390,835	-	26,180	98.9%	100.0%	100.0%	2,137,843	2,003,849	
VOCATIONAL INSTRUCTION	794,119	891,170	374,922	577,967	586,909	447,712	-	130,255	77.5%	100.0%	100.0%	891,170	794,119	
SPECIAL EDUCATION	15,275,443	17,064,715	17,683,329	18,062,491	18,295,918	17,823,932	-	238,559	98.7%	100.0%	100.0%	17,064,715	15,275,443	
INSTRUCTIONAL SUPPORT	6,351,628	7,492,764	10,708,838	10,246,907	9,922,052	9,544,621	-	702,286	93.1%	100.0%	100.0%	7,492,764	6,351,628	
PUPIL SUPPORT SERVICES	6,771,903	7,262,299	6,542,719	7,275,064	7,553,546	7,353,664	-	(78,600)	101.1%	100.0%	100.0%	7,262,299	6,771,903	
FACILITIES	5,847,498	5,937,614	6,598,713	5,933,362	7,089,318	5,787,951	-	145,411	97.5%	100.0%	100.0%	5,937,614	5,847,498	
OTHER FINANCING USES	1,401,981	1,218,599	1,226,919	1,186,919	1,200,100	1,518,316	-	(331,397)	127.9%	100.0%	100.0%	1,218,599	1,401,981	
TOTALS	82,539,054	88,873,508	90,335,000	92,070,167	92,776,975	91,347,018	-	723,149	99.2%	100.0%	100.0%	88,873,508	82,539,054	



Memorandum

To: School Board

From: Suzanne Johnson

Date: July 10, 2017

Re: New Board Approved Referendum Authority

Action: Authorize a single new Board approved referendum authority

The District currently has \$183.97 of school board approved (converted) referendum authority through taxes payable 2017 / fiscal year 2018 and \$116.03 of school board approved (created authority) referendum authority through taxes payable 2018 / fiscal year 2019 in compliance with Minnesota Statutes, Section 126C.17, as amended.

Pursuant to Minnesota Statutes, Section 126C.17, subdivision 9a, it is recommended the Board authorize a single new Board approved referendum authority of \$300 per adjusted pupil unit by combining the \$183.97 and \$116.03 of school board approved referendum authority that is referenced above. It is the intention to create the maximum authority for which the District is eligible, not to exceed \$300 per adjusted pupil unit. This new Board approved referendum authority shall be applicable for five years and begin with taxes payable in 2018.

Recommendation: Authorize a single new Board approved referendum authority of \$300 per adjusted pupil unit.

If I can be of further assistance or provide additional information please contact me via email at sjohnson@shakopee.k12.mn.us or 952-496-5011.

Cc: Sarah Koehn

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 720
(SHAKOPEE)
STATE OF MINNESOTA

HELD:

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 720, (Shakopee), State of Minnesota, was held in said school district on July 10, 2017, at 6 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING A NEW
BOARD APPROVED REFERENDUM AUTHORITY**

BE IT RESOLVED by the School Board of Independent School District No. 720, State of Minnesota, as follows:

1. Current Authority. The District has \$183.97 of school board approved (converted) referendum authority through taxes payable 2017 / fiscal year 2018 and \$116.03 of school board approved (created authority) referendum authority through taxes payable 2018 / fiscal year 2019 in compliance with Minnesota Statutes, Section 126C.17, as amended.

2. Approval of New Authority. Pursuant to Minnesota Statutes, Section 126C.17, subdivision 9a, the Board hereby determines to authorize a single new Board approved referendum authority of \$300 per adjusted pupil unit by combining the \$183.97 and \$116.03 of school board approved referendum authority that is referenced in Section 1 above. It is the intention of the Board to create the maximum authority for which it is eligible, not to exceed \$300 per adjusted pupil unit. This new Board approved referendum authority, as adjusted, shall be applicable for five years and begin with taxes payable in 2018. The Board may subsequently reauthorize the Board approved referendum authority in increments of up to five years.

3. This resolution has been adopted after June 30, 2017 and before October 1, 2017. The clerk is authorized and directed to submit a copy of the adopted resolution to the Minnesota Department of Education as soon as reasonably practicable after its adoption, but in no event later than September 30, 2017.

The motion for the adoption of the foregoing resolution was duly seconded by _____ . On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF SCOTT)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 720 (Shakopee), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to adopting a resolution authorizing a new Board approved referendum authority, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this tenth day of July 2017.

Clerk

Revised: _____

721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES

I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

II. DEFINITIONS

A. Grants

1. “State-administered grants” are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).
2. “Direct grants” are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

B. “Non-federal entity” means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

C. “Federal award” has the meaning, depending on the context, in either paragraph 1. or 2. of this definition:

1. a. The federal financial assistance that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability);
or
- b. The cost-reimbursement contract under the federal Acquisition Regulations that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability).
2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of 2 C.F.R. § 200.40 (Federal

Financial Assistance), or the cost-reimbursement contract awarded under the federal Acquisition Regulations.

3. “Federal award” does not include other contracts that a federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.

D. “Contract” means a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 C.F.R. Part 200, does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.

E. Procurement Methods

1. “Procurement by micro-purchase” is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (generally \$3,000, except as otherwise discussed in 48 C.F.R. Subpart 2.1 or as periodically adjusted for inflation).
2. “Procurement by small purchase procedures” are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than \$150,000 (periodically adjusted for inflation).
3. “Procurement by sealed bids (formal advertising)” is a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
4. “Procurement by competitive proposals” is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids.
5. “Procurement by noncompetitive proposals” is procurement through solicitation of a proposal from only one source.

F. “Equipment” means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000.

G. “Compensation for personal services” includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and

salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 C.F.R. § 200.431 (Compensation - Fringe Benefits).

- H. “Post-retirement health plans” refer to costs of health insurance or health services not included in a pension plan covered by 2 C.F.R. § 200.431(g) for retirees and their spouses, dependents, and survivors.
- I. “Severance pay” is a payment in addition to regular salaries and wages by the non-federal entities to workers whose employment is being terminated.
- J. “Direct costs” are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.
- K. “Relocation costs” are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.
- L. “Travel costs” are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

III. CONFLICT OF INTEREST

- A. Employee Conflict of Interest. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, officers, and agents of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, or agents of the school district.
- B. Organizational Conflicts of Interest. The school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization because of relationships with a parent company, affiliate, or subsidiary organization.
- C. Disclosing Conflicts of Interest. The school district must disclose in writing any potential conflict of interest to MDE in accordance with applicable federal awarding agency policy.

IV. ACCEPTABLE METHODS OF PROCUREMENT

- A. General Procurement Standards. The school district must use its own documented procurement procedures which reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.
- B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.
- F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.
- G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- H. Methods of Procurement. The school district must use one of the following methods of procurement:
 - 1. Procurement by micro-purchases. To the extent practicable, the school district must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the school district considers the price to be reasonable.

2. Procurement by small purchase procedures. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
3. Procurement by sealed bids (formal advertising).
4. Procurement by competitive proposals. If this method is used, the following requirements apply:
 - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - b. Proposals must be solicited from an adequate number of qualified sources;
 - c. The school district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - e. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.
5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals may be used only when one or more of the following circumstances apply:
 - a. The item is available only from a single source;
 - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or

- d. After solicitation of a number of sources, competition is determined inadequate.

I. Competition. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

- 1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
- 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

J. The school district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the school district must not preclude potential bidders from qualifying during the solicitation period.

K. Non-federal entities are prohibited from contracting with or making subawards under “covered transactions” to parties that are suspended or debarred or whose principals are suspended or debarred. “Covered transactions” include procurement contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed \$25,000.

L. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 C.F.R. § 180.215.

V. MANAGING EQUIPMENT AND SAFEGUARDING ASSETS

A. Property Standards. The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to property owned by the non-federal entity. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property,

equipment, supplies, and intangible property set forth in 2 C.F.R. §§ 200.311, 200.314, and 200.315.

B. Equipment

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a minimum, meet the following requirements:

1. Property records must be maintained that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.
2. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
4. Adequate maintenance procedures must be developed to keep property in good condition.
5. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

VI. FINANCIAL MANAGEMENT REQUIREMENTS

A. Financial Management. The school district's financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award.

B. Payment. The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control.

Advance payments to a school district must be limited to the minimum amounts needed and timed to be in accordance with the actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the non-federal entity for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

- C. Internal Controls. The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States, or the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with federal statutes, regulations, and the terms and conditions of the federal award.

The school district must also evaluate and monitor the school district’s compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must also take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

VII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES

- A. Allowable Use of Funds. The school district administration and board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allowability and their conformity with federal cost principles to determine the allowability of costs.

B. Definitions

1. “Allowable cost” means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.
2. “Education Department General Administrative Regulations (EDGAR)”

means a compilation of regulations that apply to federal education programs. These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements). EDGAR can be accessed at: <http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.

3. “Omni Circular” or “2 C.F.R. Part 200s” or “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” means federal cost principles that provide standards for determining whether costs may be charged to federal grants.
4. “Advance payment” means a payment that a federal awarding agency or passthrough entity makes by any appropriate payment mechanism, including a predetermined payment schedule, before the non-federal entity disburses the funds for program purposes.

C. Allowable Costs. The following items are costs that may be allowable under the 2 C.F.R. Part 200s under specific conditions:

1. Advisory councils;
2. Audit costs and related services;
3. Bonding costs;
4. Communication costs;
5. Compensation for personal services;
6. Depreciation and use allowances;
7. Employee morale, health, and welfare costs;
8. Equipment and other capital expenditures;
9. Gains and losses on disposition of depreciable property and other capital assets and substantial relocation of federal programs;
10. Insurance and indemnification;
11. Maintenance, operations, and repairs;
12. Materials and supplies costs;
13. Meetings and conferences;

14. Memberships, subscriptions, and professional activity costs;
15. Security costs;
16. Professional service costs;
17. Proposal costs;
18. Publication and printing costs;
19. Rearrangement and alteration costs;
20. Rental costs of building and equipment;
21. Training costs; and
22. Travel costs.

D. Costs Forbidden by Federal Law. 2 CFR Part 200s and EDGAR identify certain costs that may never be paid with federal funds. The following list provides examples of such costs. If a cost is on this list, it may not be supported with federal funds. The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 CFR Part 200s; thus, the following list is not exhaustive:

1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;
2. Alcoholic beverages;
3. Bad debts;
4. Contingency provisions (with limited exceptions);
5. Fundraising and investment management costs (with limited exceptions);
6. Donations;
7. Contributions;
8. Entertainment (amusement, diversion, and social activities and any associated costs);
9. Fines and penalties;
10. General government expenses (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));

11. Goods or services for personal use;
12. Interest, except interest specifically stated in 2 C.F.R. § 200.441 as allowable;
13. Religious use;
14. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);
15. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and
16. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.

E. Program Allowability

1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.
2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.
3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In those cases, costs must be consistent with the purposes of the program in order to be allowable.

F. Federal Cost Principles

1. The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes five core principles that serve as an important guide for effective grant management. These core principles require all costs to be:
 - a. Necessary for the proper and efficient performance or administration of the program.
 - b. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of

the cost, needs, and requirements of the program.

- c. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program – for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with federal funds so they can prove they were used for federal program purposes.
- d. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.
- e. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.

G. Program Specific Fiscal Rules. The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.

- 1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.
- 2. Many state-administered programs require local education agencies (LEAs) to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education costs and not to supplant (or replace) those funds. Generally, the “supplement, not supplant” provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).
- 3. Auditors generally presume supplanting has occurred in three situations:
 - a. School district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.
 - b. School district uses federal funds to provide services that the school district provided with state or local funds in the prior year.

c. School district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to nonparticipating students.

4. These presumptions apply differently in different federal programs and also in schoolwide program schools. Staff should be familiar with the supplement not supplant provisions applicable to their program.

H. Approved Plans, Budgets, and Special Conditions

1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.

2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.

I. Training

1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.

2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.

J. Employee Sanctions. Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

VIII. COMPENSATION – PERSONAL SERVICES EXPENSES AND REPORTING

A. Compensation – Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written policy of the school district consistently applied to both federal and non-federal activities; and

2. Follows an appointment made in accordance with a school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, a school district must follow its written non-federal, entitywide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

B. Compensation – Fringe Benefits

1. During leave.

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- a. They are provided under established written leave policies;
- b. The costs are equitably allocated to all related activities, including federal awards; and
- c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.

2. The costs of fringe benefits in the form of employer contributions or expenses for social security; employee life, health, unemployment, and worker's compensation insurance (except as indicated in 2 C.F.R. § 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as direct or indirect costs in accordance with the school district's accounting practices.

3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.

4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the written policies of the school district.

5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established written policies of the school district.

6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's part; or circumstances of the particular employment.
- C. Insurance and Indemnification. Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.
- D. Recruiting Costs. Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:
1. Critical and necessary for the conduct of the project;
 2. Allowable under the cost principles set forth in the Uniform Grant Guidance;
 3. Consistent with the school district's cost accounting practices and school district policy; and
 4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.
- E. Relocation Costs of Employees. Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school district's reimbursement policy.
- F. Travel Costs. Travel costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the school district's non-federally funded activities and in accordance with the school district's reimbursement policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations according to the school district's written reimbursement and/or travel policies.

In addition, when costs are charged directly to the federal award, documentation must justify the following:

1. Participation of the individual is necessary to the federal award; and
2. The costs are reasonable and consistent with the school district's established travel policy.

Temporary dependent care costs above and beyond regular dependent care that directly results from travel to conferences is allowable provided the costs are:

1. A direct result of the individual's travel for the federal award;
2. Consistent with the school district's documented travel policy for all school district travel; and
3. Only temporary during the travel period.

[Note: Noncompliance. If a school district fails to comply with federal statutes, regulations, or the terms and conditions of a federal award, the DOE or MDE may impose additional conditions, as described in 2 C.F.R. § 200.207 (Specific Conditions). If the DOE or MDE determines that noncompliance cannot be remedied by imposing additional conditions, the DOE or MDE may take one or more of the following actions, as appropriate under the circumstances: 1) Temporarily withhold cash payments pending correction of the deficiency by the school district or more severe enforcement action by the DOE or MDE; 2) Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance; 3) Wholly or partly suspend or terminate the federal award; 4) Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and DOE regulations (or, in the case of MDE, recommend such a proceeding be initiated by the DOE); 5) Withhold further federal awards for the project or program; and/or 6) Take other remedies that may be legally available.]

Legal References: 2 C.F.R. § 200.12 (Capital Assets)
2 C.F.R. § 200.112 (Conflict of Interest)
2 C.F.R. § 200.113 (Mandatory Disclosures)
2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Risk Posed by Applicants)
2 C.F.R. § 200.212 (Suspension and Debarment)
2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
2 C.F.R. § 200.302 (Financial Management)
2 C.F.R. § 200.303 (Internal Controls)
2 C.F.R. § 200.305(b)(1) (Payment)
2 C.F.R. § 200.310 (Insurance Coverage)
2 C.F.R. § 200.311 (Real Property)
2 C.F.R. § 200.313(d) (Equipment)
2 C.F.R. § 200.314 (Supplies)
2 C.F.R. § 200.315 (Intangible Property)
2 C.F.R. § 200.318 (General Procurement Standards)
2 C.F.R. § 200.319(c) (Competition)
2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms)
2 C.F.R. § 200.328 (Monitoring and Reporting Program Performance)

2 C.F.R. § 200.338 (Remedies for Noncompliance)
2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)
2 C.F.R. § 200.430 (Compensation – Personal Services)
2 C.F.R. § 200.431 (Compensation – Fringe Benefits)
2 C.F.R. § 200.447 (Insurance and Indemnification)
2 C.F.R. § 200.463 (Recruiting Costs)
2 C.F.R. § 200.464 (Relocation Costs of Employees)
2 C.F.R. § 200.473 (Transportation Costs)
2 C.F.R. § 200.474 (Travel Costs)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)
MSBA/MASA Model Policy 210.1 (Conflict of Interest – Charter School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)
MSBA/MASA Model Policy 703 (Annual Audit)

June 7, 2017

Board of Education
ISD #720 – Shakopee Public Schools
1200 Town Square Mall
Shakopee, MN 55379

Re: ISD #720 – Shakopee Public Schools
Shakopee South Site Development

Dear Board Members:

At 2:00 p.m. on Tuesday, May 23, 2017, we received five (5) bids for the Shakopee South Site Development project. A copy of the bid tabulation is enclosed for your review.

ICS Consulting, Inc. has reviewed the bids received for the above-referenced project. We have contacted the apparent low responsible bidder, S. M. Hentges & Sons, Inc., and confirmed that their bid is valid. Our itemized recommendation is as follows:


Base Bid:

TOTAL **\$2,309,800.00**

Based on the items listed above, we recommend that the District enter into a Contract with S. M. Hentges & Sons, Inc. of Jordan, Minnesota for the total Bid amount of \$2,309,800.00. Upon award by the Board of Education, ICS will proceed with issuing a Contract to S. M. Hentges. Their first-tier subcontractor list is attached to this letter.

Please feel free to contact me with any questions you may have.

Sincerely,



Christopher B. Ziemer CSI, LEED AP
Project Manager

Enclosures

cc: File
Dr. Rod Thompson, ISD #720
Ben Beery, Wold Architects Engineers

South Site Development

BID TABULATIONS
May 23, 2017 @ 2:00 p.m.

OWNER: ISD #720 - Shakopee Public Schools
 OWNER'S REPRESENTATIVE: ICS Consulting, Inc.
 ARCHITECT/ENGINEER: Wold Architects Engineers

Single Prime

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	S. M. Hentges	Rachel Contracting	Peterson Companies	Northern Lines	Veit
BID SECURITY	Bond	Bond	Bond	Bond	Bond
ADDENDA REC'D.	1, 2	1, 2	1, 2	1, 2	1, 2
MN RESPONSIBLE CONTRACTOR	X	X	X	X	X
BASE BID	\$2,309,800.00	\$2,743,000.00	\$2,829,000.00	\$2,966,000.00	\$2,975,866.00

ATTACHMENT A

FIRST-TIER SUBCONTRACTORS LIST

SUBMIT PRIOR TO EXECUTION OF A CONSTRUCTION CONTRACT

PROJECT TITLE: SHAKOPEE PUBLIC SCHOOLS SOUTH SITE

Minn. Stat. §16C.285, Subd. 5: A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to the execution of a construction contract with each subcontractor.

First-Tier Subcontractor Names (Legal name of company as registered with the Secretary of State)	Name of city where company home office is located
ADVANCED IRRIGATION	ALBERTVILLE
BITUMINOUS ROADWAYS	MENDOTA HEIGHTS
CHOICE ELECTRIC	SHAKOPEE
GORMAN SURVEYING	BLOOMINGTON
PETERSON COMPANIES	CHASAGO CITY
SAFETY SIGNS	LAKEVILLE

SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A

By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:

All first-tier subcontractors listed on Attachment A have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. §16C.285

Authorized Signature of Owner or Officer:



Printed Name:

NATHAN HENTGES

Title: Business Director

Date: 6/6/17

Company Name:

S.M. HENTGES & SONS, INC.

SECTION 00 41 13

BID FORM

BID PROPOSAL FOR: SHAKOPEE PUBLIC SCHOOLS SOUTH SITE DEVELOPMENT
423 130TH STREET WEST
JACKSON TOWNSHIP, MINNESOTA

BID TO: Independent School District #720
District Office
1200 Shakopee Town Square
Shakopee, Minnesota 55379

BID FROM: S.M. HENTGES & SONS, INC.

We have examined the Contract Documents for the proposed Shakopee Public Schools South Site Development as prepared by Wold Architects and Engineers, St. Paul, Minnesota, and the conditions affecting the work.

In accordance therewith the undersigned proposes to furnish all labor and materials for Construction as set forth in the Contract Documents, including Addenda Nos. 1 & 2 issued thereto.

1. Accompanying this proposal is a Bid Security for all work, required to be furnished by Contract Documents, the same being subject to forfeiture in the event of default by the undersigned.
2. I agree to complete the Project, provided a contract is executed within 60 calendar days, by September 8, 2017 (Phase 1 – Athletic Fields) and July 2, 2018 (Phase 2 – Right of Way).
3. I understand the Owner reserves the right to reject any or all bids, and it is agreed that this bid may not be withdrawn for a period of sixty (60) days from the opening thereof.

A. Base Bid

1. The Bidder agrees to perform all work including General, Mechanical and Electrical Construction for the Base Bid Sum of:

SMH
Two Million ~~Eight~~ Three Hundred Nine Thousand Eight Hundred ⁰⁰
Dollars \$ 2,309,800.⁰⁰

B. Responsible Contractor Compliance

1. By signing this bid form, I am an Owner or Officer of the firm name listed on the bid form and I verify under oath that as a Prime Contractor I am in compliance with the Responsible Contractor criteria as defined in Minnesota Statute 16C.285, subd. 3.

SECTION 00 41 15

MN RESPONSIBLE CONTRACTOR COMPLIANCE AFFIDAVIT

The undersigned, the Owner or Officer of SM HENTGES + SONS INC. (Prime or Sub-Contractor Name) verify under oath that as a contractor I am in compliance with the following minimum criteria per Minnesota Statute 16C.285 Subd. 3:

1. The contractor:

- i. Is in compliance with workers' compensation and unemployment insurance requirements;
- ii. Is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees;
- iii. Has a valid federal tax identification number or a valid Social Security number if an individual; and
- iv. Has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative;

2. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:

- i. Repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period;
- ii. Has been issued an order to comply by the commissioner of labor and industry that has become final;
- iii. Has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
- iv. Has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
- v. Has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
- vi. Has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction.

Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;

3. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;
4. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;
5. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;
6. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and

7. All subcontractors that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses 1 to 6.

Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.

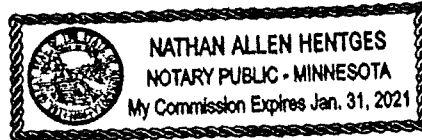
CONTRACTOR OR SUBCONTRACTOR

S.M. HENTGES & SONS, INC.

By: [Signature]

Its: PRESIDENT

STATE OF Minnesota)
)SS.
COUNTY OF Scott)



Sworn to and subscribed to before me this 23rd day of May, 2017.

Notary Public, [Signature] Scott County, State of Minnesota

My Commission Expires: 1/31/21

END OF SECTION 00 41 15

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

S.M. Hentges & Sons, Inc.
650 Quaker Avenue
Jordan, MN 55352

as Principal, hereinafter called Principal, and

Liberty Mutual Insurance Company
175 Berkeley Street
Boston, MA 02116

a corporation duly organized under the laws of the State of **Massachusetts**

as Surety, hereinafter called Surety, are held and firmly bound unto

Independent School District No. 720, Shakopee Public Schools
1200 Town Square
Shakopee, MN 55379

as Obligee, hereinafter called Obligee, in the sum of **Five Percent (5%) of Total Amount Bid**

Dollars (5%),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for (Here insert full name, address and description of project)

Shakopee Public Schools South Site Development, 423 130th Street West, Jackson Township, MN

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 23rd day of May, 2017.

S.M. Hentges & Sons, Inc.

No Seal
(Seal)

(Principal)

(Title)

Liberty Mutual Insurance Company

(Surety)

(Seal)

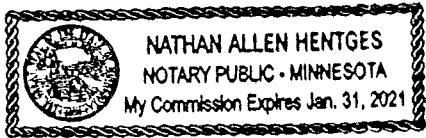
(Title)

Sandra M. Doze, Attorney-in-Fact

CORPORATE ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Scott)

On this 23rd day of May 2017, before me appeared Steven M Hentges, to me personally known, who, being by me duly sworn, did say that he/she is the President of S.M. Hentges & Sons, Inc., a corporation, and that said instrument was executed in behalf of said corporation by authority of its Board of Directors, and that said Steven M Hentges acknowledged said instrument to be the free act and deed of said corporation.

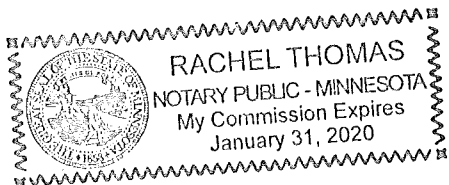


NATHAN ALLEN HENTGES
Notary Public Scott County, Minnesota
My commission expires 1/31/21

SURETY ACKNOWLEDGMENT

State of Minnesota)
) ss
County of Hennepin)

On this 23rd day of May 2017, before me appeared Sandra M. Doze, to me personally know, who being by me duly sworn, did say that (s)he is the Attorney-in-Fact of Liberty Mutual Insurance Company, a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation and that said instrument was executed in behalf of said corporation by authority of its Board of Directors; and that said Sandra M. Doze acknowledged said instrument to be the free act and deed of said corporation.



RACHEL THOMAS
Notary Public Ramsey County, Minnesota
My commission expires 1/31/2020

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated. Not valid for mortgage, note, loan, letter of credit, bank deposit, currency rate, interest rate or residual value guarantees. To confirm the validity of this Power of Attorney call 610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, ****R. W. Frank, John E. Tauer, Joshua R. Loftis, Rachel Thomas, Craig Remick, Brian J. Oestreich, Nicole Stillings, Jerome T. Quimet, Sandra M. Doze, Kurt C. Lundblad, Melinda C. Blodgett, Lin Ulven, R. C. Bowman, Ted Jorgensen, Emily Keiser, R. Scott Egginton***** of the city of Minneapolis, state of Minnesota its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bond:

Principal Name: S.M. Hentges & Sons, Inc.

Obligee Name: Independent School District No. 720, Shakopee Public Schools

Surety Bond Number: Bid Bond

Bond Amount: 5%

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 10th day of March, 2017.



The Ohio Casualty Insurance Company
Liberty Mutual Insurance Company
West American Insurance Company
By: David M. Carey
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 10th day of March, 2017, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

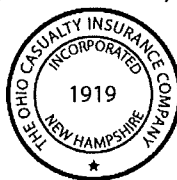
ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings. Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 23rd day of May, 2017.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

SHAKOPEE HIGH SCHOOL EXPANSION CONSTRUCTION PROGRESS

Board Update
July 10, 2017

NEW SOUTH CLASSROOM TOWER



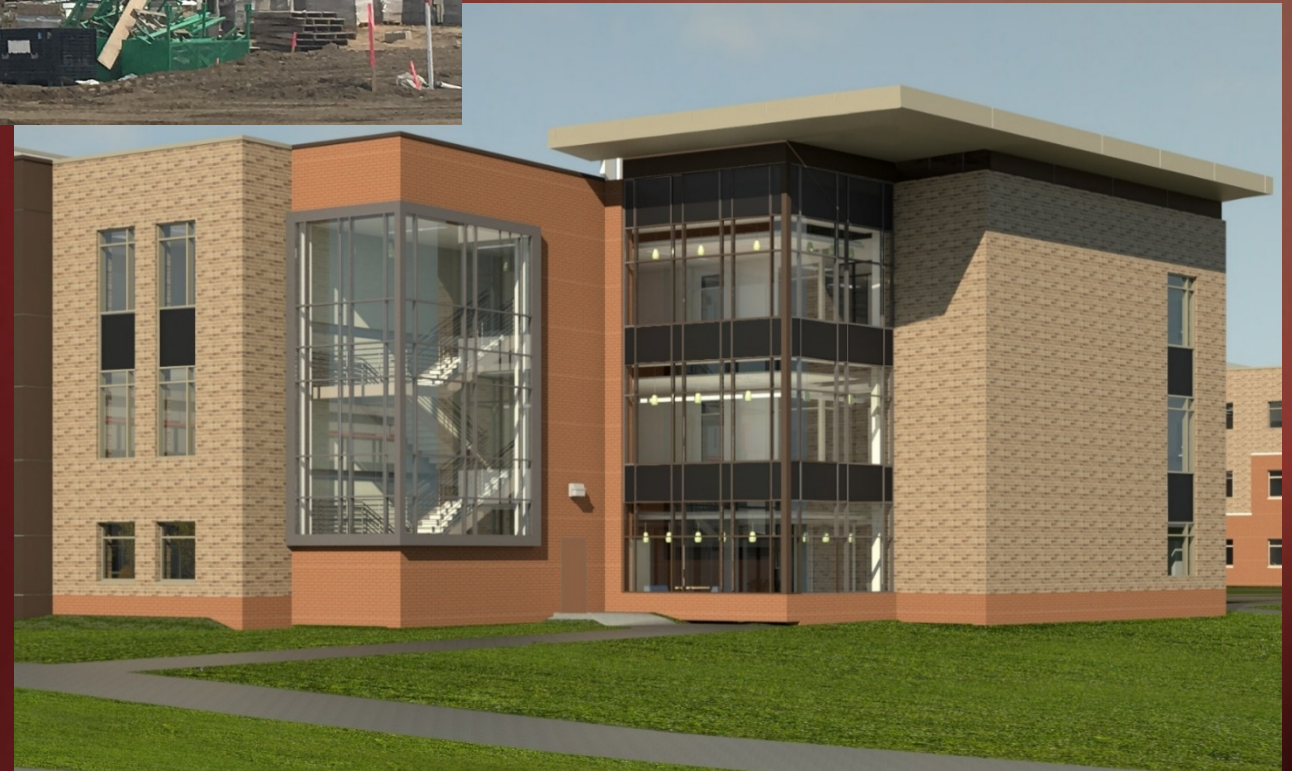
128



NEW SOUTH CLASSROOM TOWER



129



TYPICAL RESOURCE AREA



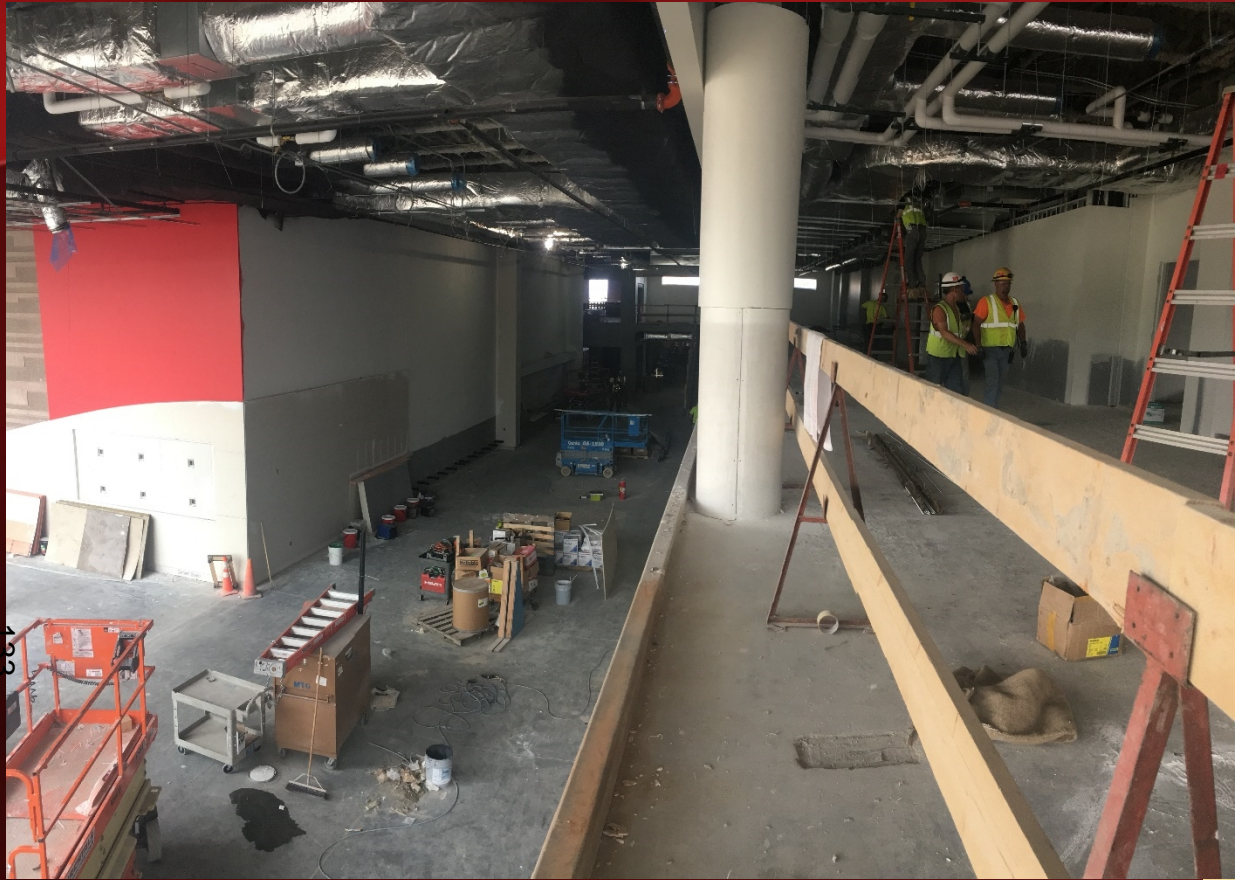
NEW ACTIVITIES SOUTH ENTRANCE



ATHLETICS CORRIDOR IN FRONT OF CONCESSIONS



SECOND LEVEL ATHLETICS CORRIDOR TO INDOOR TRACK



189

ATHLETICS CORRIDOR SOUTH OF COMPETITION GYM



134



EXTERIOR WEIGHT ROOM AND ATHLETICS ENTRANCE



135



WEIGHT ROOM



INTERIOR FIELD HOUSE



INTERIOR FIELD HOUSE



UPPER COMMONS EXPANSION AND LEARNING STAIR



COMMONS EXPANSION



FRONT ENTRANCE AND NEW THRUST STAGE CONSTRUCTION





Mr. Kain Smith
Buildings and Grounds Manager
1200 Towns Square
Shakopee, MN 55379
Email: krsmith@shakopee.k12.mn.us

Dear Mr. Smith:

IEA, Inc. conducted long-term radon testing at eleven (11) buildings throughout the district: Central Family Center, District Office, Eagle Creek Elementary, Jackson Elementary, Pearson Middle School, Red Oak Elementary, Shakopee High School, Shakopee East Junior High School, Shakopee West Junior High School, Sun Path Elementary, and Sweeney Elementary. The testing was conducted for 138 days (November 2016 to March 2017). IEA followed the radon testing plan outlined in the Minnesota Department of Health's (MDH's) *Best Practices for Radon Measurement in Minnesota Schools and Commercial Buildings*. MDH recommends that districts test frequently-occupied spaces for radon.

Results indicated radon levels at or above the EPA Action Level of 4 picoCuries per liter of air (pCi/L) at Eagle Creek Elementary (13), Jackson Elementary (2), Pearson Middle School (1), and Shakopee High School (2). The radon levels in all other areas tested were below the Action Level. Of the 317 detectors collected in the district, eighteen (18) samples were above the EPA Action Level.

SAMPLE RESULTS AND DISCUSSION

The EPA Action Level – 4 pCi/L – is an annual average exposure. Testing was performed during the winter months when the amount of fresh air in the space is reduced, so radon levels are expected to be higher. Radon levels vary throughout the day and the year. Radon levels are typically lower when the HVAC system is set to occupied mode, i.e., when more fresh air is entering the building. The pressurization of the building from the HVAC system helps keep radon from migrating into the building from the ground below. Also, the above results include times when the building is occupied and when the building is not occupied. So, the results can be considered worst case.

The Action Level is not a health-based exposure limit. It is based largely on the ability of current technologies to reduce elevated radon levels below 4.0 pCi/L. Radon levels should be *As Low As Reasonably Achievable* (ALARA).

CONCLUSIONS & RECOMMENDATIONS

MDH does not recommend using a single test as the basis for determining whether or not action needs to be taken to reduce radon levels. Follow-up measurements are recommended. MDH recommends that this should be done under the same conditions (i.e. in the winter under closed conditions). IEA will conduct follow-up Continuous Radon Monitor (CRM) testing in the locations where radon levels were above the Action Level during the next heating season per the MDH protocol.

The CRM provides hourly readings of radon levels, so results are used to determine if average radon levels are elevated when the building is occupied. If average levels are elevated, adjustments will be made to the HVAC system to lower the average radon levels during occupied hours (e.g. starting HVAC system up earlier in the morning). Follow-up testing will then be performed to determine if adjustments were adequate to reduce average radon levels to below the action level.



GENERAL COMMENTS

The analysis and opinions expressed in this report are based upon data obtained from Shakopee Public Schools at the indicated locations. This report does not reflect variations in conditions that may occur across the site, property, or facility. Actual conditions may vary and may not become evident without further assessment.

The report is prepared for the exclusive use of our client for specific application to the project discussed and has been prepared in accordance with generally accepted indoor air quality practices. Other than as provided in the preceding sentence and in our proposal #5583 dated October 20, 2016, regarding radon testing throughout the district, including the General Conditions attached thereto, no warranties are extended or made.

If you have any questions, please contact our office at 763-315-7900.

Sincerely,
IEA, Inc.

Mary Ferrian
EHS Account Manager
EHS Division

Reviewed by,

Karen Weiblen
EHS/IEQ Consultant

May 15, 2017

Mr. Kain Smith
Shakopee Public Schools
1200 Town Square
Shakopee, MN 55379



**RE: Shakopee Public Schools
Long-Term Radon Sample Results
IEA Project # 201610975**

Dear Mr. Smith:

As requested by Shakopee Public Schools, IEA placed three hundred seventy-three (373) alpha track radon detectors for the purpose of evaluating radon levels in specific areas of the following eleven (11) buildings in the district:

- Central Family Center – 18 detectors
- District Office – 20 detectors
- Eagle Creek Elementary – 33 detectors
- Jackson Elementary – 33 detectors
- Pearson Middle School – 43 detectors
- Red Oak Elementary – 33 detectors
- Shakopee High School – 49 detectors
- Shakopee East Junior High School – 34 detectors
- Shakopee West Junior High School – 41 detectors
- Sun Path Elementary – 32 detectors
- Sweeney Elementary – 37 detectors

The purpose of the site sampling was to document radon levels in the sampled locations and compare them to the MDH and the EPA established recommended action level in frequently occupied areas of 4.0 picoCuries per liter (pCi/L).

INTRODUCTION

Radon is a colorless, odorless, radioactive gas that occurs naturally in soil, rocks, underground water supplies, and in the ambient air. According to the U.S. Environmental Protection Agency (EPA) and other scientific organizations, naturally-occurring radon gas has been associated with an increased risk of the development of lung cancer. The chances of developing lung cancer from radon exposure are dependent on several factors, including individual susceptibility and, perhaps more importantly, the dose and duration of exposure. Radon testing in schools is highly recommended by the Minnesota Department of Health (MDH) and EPA. MDH recommends retesting following any renovations to the building or HVAC system, and periodically (e.g. every five years).

INSTITUTE FOR ENVIRONMENTAL ASSESSMENT, INC.
www.ieasafety.com

BROOKLYN PARK
9201 West Broadway, #600
Brooklyn Park, MN 55445
763-315-7900 / FAX 763-315-7920
800-233-9513

MANKATO
610 North Riverfront Drive
Mankato, MN 56001
507-345-8818 / FAX 507-345-5301
800-233-9513

ROCHESTER
210 Woodlake Drive SE
Rochester, MN 55904
507-281-6664 / FAX 507-281-6695
800-233-9513

BRAINERD
601 NW 5th Street, Ste. #4
Brainerd, MN 56401
218-454-0703 / FAX 218-454-0703
800-233-9513

MARSHALL
1420 East College Drive
Marshall, MN 56258
507-476-3599 / FAX 507-537-6985
800-233-9513

VIRGINIA
5525 Emerald Avenue
Mountain Iron, MN 55768
218-410-9521
800-233-9513

IEA placed alpha track detectors in frequently occupied areas district-wide for the purpose of sampling for radon in accordance with the MDH’s *Best Practices for Radon Measurement in Minnesota Schools and Commercial Buildings* (March 2013). A total of 373 detectors were put in place on November 9, 2016. A total of 317 detectors were retrieved on March 27, 2017, for a total long-term sampling period of 138 days. 56 detectors were missing at the end of the testing period. The EPA and MDH recommend radon testing of frequently-occupied school areas, areas identified by the district to place the detectors were expected to be frequently occupied and would typically be used for radon sampling. IEA followed MDH recommendations for quality assurance measurements by including duplicate detectors and control detectors (blanks). The detectors were analyzed by Landauer, Inc. The sampling and analysis methodologies are provided in Appendix A.

Per Minnesota Statutes, section 123B.571, school districts are now required to report radon test results at a school board meeting and report results to the MDH. IEA is able to assist with presenting results to the school board, and the MDH reporting. The MDH reporting form is provided in Appendix D.

EVALUATION CRITERIA

The MDH and the EPA have established a recommended action level in frequently occupied areas of 4.0 picoCuries per liter (pCi/L) for an annual average. Testing was conducted during the winter, as recommended by the MDH, when the ventilation system was operating normally, and windows and doors were closed. Consequently, sampling under these “closed” conditions should be considered “worst case.” The MDH recommends follow-up testing for sampling results that are above the action level. Please refer to the following table for MDH guidelines:

RESULTS (pCi/L)	RECOMMENDED ACTION
LESS THAN 4	Consider re-testing after changes to foundation or HVAC and every 5 years
Equal to and GREATER THAN 4	Conduct CRM short-term testing during winter months
LESS THAN 4 (DURING OCCUPANCY) AFTER CRM TESTING	Repeat CRM testing if not conducted during winter or if conducted during abnormal ventilation. Otherwise consider re-testing after changes to foundation or HVAC and every 5 years
GREATER THAN 4 (DURING OCCUPANCY) AFTER CRM TESTING	Reduce radon in rooms to less than 4 through radon mitigation. Conduct CRM testing to verify radon reduction.

CRM: Continuous Radon Monitor

RESULTS & DISCUSSION

The laboratory report and maps of each building with sampling locations, is provided in Appendix B. The Chain of Custody is provided in Appendix C. Following are summary results for each building.

Central Family Center

A total of eighteen (18) detectors were placed at Central Family Center. Three (3) detectors, two in the East Gym and one in Room 107, were missing when the detectors were collected. The results for the other fifteen (15) indicated that radon levels were below the action level of 4 pCi/L. See Table 1 below for a summary of the results:

TABLE 1: Central Family Center Elementary RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	10	3	2	0
All below action level				

pCi/L: picocuries per liter

District Office

A total of twenty (20) detectors were placed at the District Office. Two (2) detectors, both in Community Ed, were missing when the detectors were collected. The results for the other eighteen (18) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 2 below for a summary of the results:

TABLE 2: District Office RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	17	1	0	0
All below action level				

pCi/L: picocuries per liter

Eagle Creek Elementary

A total of thirty-three (33) detectors were placed at Eagle Creek Elementary. Six (6) detectors, one each in Room 126, Sunfish Pod, Room 121, Room 123, Cafeteria, and Room 116, was missing when the detectors were collected. Thirteen (13) detectors resulted in levels higher than the action level. The results for the other fourteen (14) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 3 below for a summary of the results:

TABLE 3: Eagle Creek Elementary RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	3	2	9	13
Rooms and measurements readings greater than 4 pCi/L: 129-14.4; 113-9.4; 110-6.6; 108-5.3; Admin Office-5.1; 119-5.0; 103-5.0; 104-5.0; 105-4.9; 111-4.8; 114-4.6; 101-4.1; & 130-4.1				

pCi/L: picocuries per liter

Jackson Elementary

A total of thirty-three (33) detectors were placed at Jackson Elementary. Four (4) detectors, one each in Cafeteria and Room 101, and two in the Gym, were missing when the detectors were collected. Two (2) detectors resulted in levels higher than the action level. The results for the other twenty-seven (27) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 4 below for a summary of the results:

TABLE 4: Jackson Elementary RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	24	3	0	2
Rooms and measurements readings greater than 4 pCi/L: 127-4.9 & 4.2				

pCi/L: picocuries per liter

Pearson Middle School

A total of forty-three (43) detectors were placed at Pearson Middle School. Three (3) detectors, one each in the Lounge, Room 138, and the Media Office, were missing when the detectors were collected. One (1) detector resulted in level higher than the action level. The results for the other thirty-nine (39) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 5 below for a summary of the results:

TABLE 5: Pearson Middle School RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	10	24	5	1
Room and measurement reading greater than 4 pCi/L: 108-4.1				

pCi/L: picocuries per liter

Red Oak Elementary

A total of thirty-three (33) detectors were placed at Red Oak Elementary. Seven (7) detectors, one each in the Oriole Pod, Room 142, Eagle Pod, Room 131, the Lounge, and two in the gym, were missing when the detectors were collected. The results for the other twenty-six (26) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 6 below for a summary of the results:

TABLE 6: Red Oak Elementary RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	26	0	0	0
All below action level				

pCi/L: picocuries per liter

Shakopee High School

A total of forty-nine (49) detectors were placed at Shakopee High School. Twelve (12) detectors, one each in Rooms E116, S110, S111, S112, Large Gymnasium, Multipurpose Room, Auxiliary Gym 1, Auxiliary Gym 2, Band, Open Area Outside Main Office and two in Room E110, were missing when the detectors were collected. Two (2) detectors resulted in levels higher than the action level. The results for the other thirty-five (35) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 7 below for a summary of the results:

TABLE 7: Shakopee High School RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	27	5	3	2
Rooms and measurements readings greater than 4 pCi/L: Kitchen-15.0 & E113A-4.2				

pCi/L: picocuries per liter

Shakopee East Junior High School

A total of thirty-four (34) detectors were placed at Shakopee East Junior High School. Four (4) detectors, one each in Room 202, Gym #1, Gym #2, and Chorus 110, were missing when the detectors were collected. The results for the other thirty (30) detectors indicated that radon levels were below the action level of 4 pCi/L. See Table 8 below for a summary of the results:

TABLE 8: Shakopee East Junior High School RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	23	6	1	0
All below action level				

pCi/L: picocuries per liter

Shakopee West Junior High School

A total of forty-one (41) detectors were placed at Shakopee West Junior High School. Six (6) detectors, one each in Room 129, Room 113, Room 106, Gymnasium, and two in Room 104, were missing when the detectors were collected. The results for the other thirty-five (35) indicated that radon levels were below the action level of 4 pCi/L. See Table 9 below for a summary of the results:

TABLE 9: Shakopee West Junior High School RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	27	7	1	0
All below action level				

pCi/L: picocuries per liter

Sun Path Elementary

A total of thirty-two (32) detectors were placed at Sun Path Elementary. Six (6) detectors, one each in the Office, Nurse’s Office, Room 133, Gym, Room 146, and Room 121, were missing when the detectors were collected. The results for the other twenty-six (26) indicated that radon levels were below the action level of 4 pCi/L. See Table 10 below for a summary of the results:

TABLE 10: Sun Path Elementary RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	14	9	3	0
All below action level				

pCi/L: picocuries per liter

Sweeney Elementary

A total of thirty-seven (37) detectors were placed at Sweeney Elementary. Three (3) detectors, one each in the Office, 100 Lounge, and Room 004, were missing when the detectors were collected. The results for the other thirty-four (34) indicated that radon levels were below the action level of 4 pCi/L. See Table 11 below for a summary of the results:

TABLE 11: Sweeney Elementary RANGE OF RESULTS				
	0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Number of Tests	25	9	0	0
All below action level				

pCi/L: picocuries per liter

CONCLUSIONS & RECOMMENDATIONS

The radon levels in a total of eighteen (18) sample locations, at Eagle Creek Elementary (13), Jackson Elementary (2), Pearson Middle School (1), and Shakopee High School (2), were above the EPA action level of 4 pCi/L. Follow-up testing should be conducted for all sampling results above the action level following MDH guidelines:

- If the initial test results are greater than 4 pCi/L, conduct Continuous Radon Monitoring (CRM) short-term testing during the winter months.
- If the average radon levels from the CRM are below 4 pCi/L during occupancy, then consider re-testing after changes to the building foundation or HVAC system and every 5 years.
- If the average radon levels from the CRM are above 4 pCi/L during occupancy, then the building HVAC system settings (e.g. start time, night set-back temperature) should be adjusted to allow for improved airflow (and thereby reduce radon infiltration into the building). Conduct follow-up CRM testing to verify radon reduction. Continue to operate HVAC system under adjusted settings to keep radon levels within an acceptable range. Documentation should be kept with HVAC operation instructions for head custodian & Buildings & Grounds Supervisor to ensure that settings are maintained in the future.
- If the follow-up average radon levels from the CRM are still above 4 pCi/L during occupancy (after the HVAC adjustments have been made), then the district should contact a professional radon mitigation contractor for assistance. IEA recommends using a contact with experience specific to schools.

Test results must be reported to the MDH and your school board per Minnesota Statutes, section 123B.571. The MDH reporting form is provided in Appendix D.

Notify staff of test results and steps being taken to reduce radon levels in locations above the action level.

GENERAL COMMENTS

The analysis and opinions expressed in this report are based upon data obtained from radon sampling district-wide and are representative of the locations and time period sampled. This report does not reflect variations in conditions that may occur across the site, property, or facility. Actual conditions may vary and may not become evident without further assessment.

The report is prepared for the exclusive use of our client for specific application to the project discussed and has been prepared in accordance with generally accepted environmental, health and safety practices. Other than as provided in the preceding sentence and in our Proposal #5583 dated October 20, 2016 regarding EHS radon sampling services at the district locations, including the General Conditions attached thereto, no warranties are extended or made.

IEA appreciates the opportunity to submit this analysis to Shakopee Public Schools. Should you require additional radon testing or have any questions regarding radon or any other environmental, health, or safety-related concerns, please do not hesitate to contact our office.

Sincerely,
IEA, INC.



Mary Ferrian
EHS Account Manager



Karen Weiblen
EHS/IEQ Consultant

MH/KW/ep 051517

Enc.

Appendix A

Methodology

Sampling Methodology

IEA placed alpha track radon detectors designed specifically for the detection of alpha particle activity caused by the decay of Radon-222 and its daughter products. The detector is made of an electrically conductive material and contains an alpha-particle sensitive registration material or foil. The detector has a cylindrical shape and completely encloses the foil. Air and radon gas can diffuse into the detector chamber through a cellulose filter. Individual detectors are uniquely identified with a number and corresponding bar code.

Upon receipt at the analytical laboratory, detectors are logged in and unique numbers assigned to each detector foil. Sample preparation is by an etching process. The foils are chemically etched after being loaded into a multi-cell etching chamber.

All foils are checked for both background and sensitivity before being used, with rejected material being discarded to prevent it from being used accidentally. During processing, a blank is included with each run. Monitors exposed to known concentration are processed weekly. Blind tests, with monitors exposed to an unknown level, are run twice each month with six replicates.

For each foil/monitor, the dose calculation program calculates the number of days the monitor was exposed in the field. The program calculates the average track density (tracks per square millimeter) subtracts a background track density and then multiplies by the calibration factor to give total integrated exposure. This number is divided by the number of days used to derive the average radon concentration. The minimum value reported is 0.1 pCi/L.

Any unusual conditions are noted on the processing form and shown on the exposure report. All exposure reports are reviewed by the QA vice-president before being mailed to IEA.

Results received by IEA are again reviewed for completeness by the Laboratory Quality Manager.

Appendix B

Analytical Results and Sampling Locations



RADON MONITORING REPORT

Issued by an Accredited Laboratory



Institute For Env Assessment
Jennifer Theis
9201 W. Broadway
Suite 600
Brooklyn Park MN 55445
United States

REPORT NUMBER
4728111:2

REPORT PAGE 1(3)

REPORT DATE
05/03/2017

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05/03/2017

MEASUREMENT PERFORMED FOR

REPORT RECEIVER(S)
Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals.
NRPP Licenses: I07831 AL, I07830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

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If an initial short-term test result is greater than 8 pCi/l, a short term follow-up measurement is recommended in order to get a fast result.

If an initial short-term test result is between 4 pCi/l and 8 pCi/l, a long-term or a short-term follow-up measurement is recommended.

More information about radon measurements and mitigation can be found in the AARST and EPA publications:

- ANSI/AARST Protocol for Conducting Measurements of Radon and Radon-Decay Products in Schools and Large Buildings
- ANSI/AARST Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings.
- ANSI/AARST Radon Mitigation Standards for Schools and Large Buildings.
- ANSI/AARST Radon Mitigation Standards for Multifamily Buildings.
- EPA Radon Measurements in Schools, EPA 402-R-92-014, July 1993.

For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT001LN - VI.20 / 2016-04-26 / JO / LB

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
213653-9	11/09/2016	03/27/2017	Shakopee High School	W117 Fitness Center	1.5 +/- 0.3	214 +/- 32
157311-2	11/09/2016	03/27/2017	Shakopee High School	Auditorium	1.5 +/- 0.3	202 +/- 32
108156-1	11/09/2016	03/27/2017	Shakopee High School	Stage Area	1.6 +/- 0.3	221 +/- 34
707074-1	11/09/2016	03/27/2017	Shakopee High School	Multi-Purpose Room near Band	1.9 +/- 0.3	260 +/- 36
785408-6	11/09/2016	03/27/2017	Shakopee High School	Practice Room	0.9 +/- 0.2	127 +/- 23
671223-6	11/09/2016	03/27/2017	Shakopee High School	Auditorium	1.5 1.5	204 +/- 32
747804-3	11/09/2016	03/27/2017	Pearson Middle School	Room 116	2.4 +/- 0.4	331 +/- 45
982346-9	11/09/2016	03/27/2017	Pearson Middle School	Cafeteria	1.4 +/- 0.2	195 +/- 29
172725-4	11/09/2016	03/27/2017	Pearson Middle School	Room 110	3.2 +/- 0.4	443 +/- 59
783823-8	11/09/2016	03/27/2017	Pearson Middle School	Room 111	2.5 +/- 0.4	340 +/- 47
268715-0	11/09/2016	03/27/2017	Pearson Middle School	Room 117	2.4 +/- 0.4	325 +/- 45
170417-0	11/09/2016	03/27/2017	Pearson Middle School	Main Office	2.0 +/- 0.3	278 +/- 38
774408-9	11/09/2016	03/27/2017	Pearson Middle School	Room 109	3.4 +/- 0.5	462 +/- 61
750852-6	11/09/2016	03/27/2017	Pearson Middle School	Room 108	4.1 +/- 0.5	560 +/- 70
702296-5	11/09/2016	03/27/2017	Pearson Middle School	Room 115	2.3 +/- 0.4	315 +/- 45
478750-3	11/09/2016	03/27/2017	Sweeney Elementary	ESL Room 111	1.7 +/- 0.3	233 +/- 36
210686-2	11/09/2016	03/27/2017	Shakopee High School	Main Hall	< 0.4	< 55
355014-2	11/09/2016	03/27/2017	Shakopee High School	Room S116	1.4 +/- 0.3	196 +/- 32
553288-2	11/09/2016	03/27/2017	Shakopee High School	Room E147	0.8 +/- 0.2	105 +/- 23
586861-7	11/09/2016	03/27/2017	Shakopee High School	Room E170	0.8 +/- 0.2	110 +/- 25

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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RADON MONITORING REPORT

Issued by an Accredited Laboratory



Institute For Env Assessment
Jennifer Theis
9201 W. Broadway
Suite 600
Brooklyn Park MN 55445
United States

REPORT NUMBER 4728111:2
REPORT DATE 05/03/2017
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REPORT PAGE 3(3)
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REPORT RECEIVER(S)
Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals. NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

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If an initial short-term test result is greater than 8 pCi/l, a short term follow-up measurement is recommended in order to get a fast result.
If an initial short-term test result is between 4 pCi/l and 8 pCi/l, a long-term or a short-term follow-up measurement is recommended.

More information about radon measurements and mitigation can be found in the AARST and EPA publications:

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- ANSI/AARST Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings.
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For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT003LN-VI.20/2016-04-26/JO/LB

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
169417-3	11/09/2016	03/27/2017	Shakopee High School	Room E149	2.8 +/- 0.4	384 +/- 56
979220-1	11/09/2016	03/27/2017	Shakopee High School	Room S113	3.6 +/- 0.5	498 +/- 65
137873-6	11/09/2016	03/27/2017	Shakopee High School	Main Office	1.5 +/- 0.3	206 +/- 34
713987-6	11/09/2016	03/27/2017	Shakopee High School	Room E172	0.9 +/- 0.2	122 +/- 25
132991-1	11/09/2016	03/27/2017	Shakopee High School	Room E152	1.0 +/- 0.2	139 +/- 27
731079-0	11/09/2016	03/27/2017	Shakopee High School	Room E113A	4.2 4.2	582 +/- 74
525113-7	11/09/2016	03/27/2017	Shakopee High School	Room E151	0.6 +/- 0.2	79 +/- 20
628264-4	11/09/2016	03/27/2017	Shakopee High School	Room S114	2.6 +/- 0.4	355 +/- 50
697672-4	11/09/2016	03/27/2017	Shakopee High School	Room E141	1.3 +/- 0.3	184 +/- 34
720981-0	11/09/2016	03/27/2017	Shakopee High School	Room E115	3.2 +/- 0.5	446 +/- 61
211137-5	11/09/2016	03/27/2017	Pearson Middle School	Kitchen 1	1.3 +/- 0.3	181 +/- 32
745751-8	11/09/2016	03/27/2017	Shakopee High School	Room E145	1.4 +/- 0.3	190 +/- 36
160292-9	11/09/2016	03/27/2017	Shakopee High School	Main Office	1.5 +/- 0.3	214 +/- 32
656691-3	11/09/2016	03/27/2017	Shakopee High School	Staff	2.3 +/- 0.4	321 +/- 45
718974-9	11/09/2016	03/27/2017	Shakopee High School	Room E112	3.8 +/- 0.5	517 +/- 70
729174-3	11/09/2016	03/27/2017	Shakopee High School	Choir Office	1.1 +/- 0.2	157 +/- 27
752612-2	11/09/2016	03/27/2017	Shakopee High School	Room S115	1.6 +/- 0.3	224 +/- 36
191457-1	11/09/2016	03/27/2017	Shakopee High School	Room E173	0.8 +/- 0.2	106 +/- 29
557402-5	11/09/2016	03/27/2017	Shakopee High School	Room E142	1.3 +/- 0.2	178 +/- 29
583725-7	11/09/2016	03/27/2017	Shakopee High School	Room E148	0.6 +/- 0.2	90 +/- 23

RT003LN - VI.2017.2016-04-26 / JO / LB

Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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United States

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Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

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Measured radon concentrations

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- ANSI/AARST Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings.
- ANSI/AARST Radon Mitigation Standards for Schools and Large Buildings.
- ANSI/AARST Radon Mitigation Standards for Multifamily Buildings.
- EPA Radon Measurements in Schools, EPA 402-R-92-014, July 1993.

For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT003LIN-VI.2017016-04-26 / J.O./LB

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
996627-6	11/09/2016	03/27/2017	Shakopee High School	Career Center	1.7 +/- 0.3	231 +/- 36
143836-5	11/09/2016	03/27/2017	Shakopee High School	Room E144	1.1 +/- 0.2	145 +/- 27
485787-6	11/09/2016	03/27/2017	Shakopee High School	Room C 132 Staff	1.8 +/- 0.3	251 +/- 36
197532-5	11/09/2016	03/27/2017	Shakopee High School	Nurse's Office	2.2 +/- 0.3	298 +/- 43
233552-9	11/09/2016	03/27/2017	Shakopee High School	Staff Next to S131	0.9 +/- 0.2	124 +/- 23
683872-6	11/09/2016	03/27/2017	Shakopee High School	Staff Next to S110	2.2 2.2	309 +/- 43
676242-1	11/09/2016	03/27/2017	Shakopee High School	Choir	1.4 +/- 0.2	191 +/- 29
579162-9	11/09/2016	03/27/2017	Shakopee High School	Kitchen	15.0 +/- 2.3	2074 +/- 309
209446-4	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 200	1.1 +/- 0.2	155 +/- 25
389459-9	11/09/2016	03/27/2017	Pearson Middle School	Main Hall	< 0.4	< 55
783254-6	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 120	3.8 +/- 0.5	530 +/- 68
539697-3	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 102	2.5 +/- 0.4	348 +/- 47
684466-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 109	3.9 +/- 0.5	539 +/- 70
708240-7	11/09/2016	03/27/2017	Eagle Creek Elementary	Admin Office	5.1 +/- 0.7	705 +/- 90
153132-6	11/09/2016	03/27/2017	Sun Path Elementary	Room 120	2.0 +/- 0.3	278 +/- 38
932554-9	11/09/2016	03/27/2017	Shakopee East Junior High School	Office Room D	2.1 +/- 0.3	282 +/- 41
216418-4	11/09/2016	03/27/2017	Sun Path Elementary	Cafeteria	1.1 +/- 0.2	144 +/- 25
210362-0	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 101	3.9 +/- 0.5	542 +/- 68
785198-3	11/09/2016	03/27/2017	Shakopee East Junior High School	Office	1.7 +/- 0.3	240 +/- 36
207975-4	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 113	9.4 +/- 1.2	1294 +/- 160

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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RADON MONITORING REPORT

Issued by an Accredited Laboratory



Institute For Env Assessment
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United States

REPORT NUMBER 4728111:2
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REPORT RECEIVER(S)
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The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

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NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

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Signature on the report

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RT003LIN-V1.20/2016-04-26/JO/LB

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05/03/2017

Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
519596-1	11/09/2016	03/27/2017	Eagle Creek Elementary	Walleye Pod	3.2 +/- 0.4	443 +/- 59
160607-8	11/09/2016	03/27/2017	Eagle Creek Elementary	Cafeteria	2.0 +/- 0.3	276 +/- 38
989543-4	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 103	1.4 +/- 0.2	186 +/- 29
718332-0	11/09/2016	03/27/2017	Red Oak Elementary	Room 124	1.0 +/- 0.2	140 +/- 25
789552-7	11/09/2016	03/27/2017	Sun Path Elementary	Cafeteria	1.6 +/- 0.3	215 +/- 34
966802-1	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 119	5.0 5.0	688 +/- 88
421849-1	11/09/2016	03/27/2017	Sun Path Elementary	Kitchen	0.9 +/- 0.2	128 +/- 25
282936-4	11/09/2016	03/27/2017	Eagle Creek Elementary	Gym	3.3 +/- 0.5	454 +/- 61
107102-6	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 101	4.1 +/- 0.5	561 +/- 72
601428-6	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 226	1.4 +/- 0.2	185 +/- 29
928918-2	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 105	4.9 +/- 0.6	671 +/- 86
203730-7	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 103	5.0 +/- 0.6	690 +/- 88
945928-0	11/09/2016	03/27/2017	Red Oak Elementary	Room 122	0.9 +/- 0.2	123 +/- 23
208231-1	11/09/2016	03/27/2017	Sun Path Elementary	Room 122	1.9 +/- 0.3	259 +/- 36
212436-0	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 118	3.8 +/- 0.5	527 +/- 70
115629-8	11/09/2016	03/27/2017	Eagle Creek Elementary	Kitchen	1.7 +/- 0.3	239 +/- 36
157709-7	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 114	4.6 +/- 0.6	632 +/- 81
110476-9	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 104	5.0 +/- 0.6	687 +/- 88
109390-5	11/09/2016	03/27/2017	Eagle Creek Elementary	Health Office	2.5 +/- 0.4	350 +/- 47
561483-9	11/09/2016	03/27/2017	Red Oak Elementary	Room 103	0.8 +/- 0.2	110 +/- 23

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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United States

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PRINT DATE 05/03/2017

REPORT RECEIVER(S)
Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals.
NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

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RT003LN - V1.20 / 2016-04-26 / JO / L.B

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
213933-5	11/09/2016	03/27/2017	Red Oak Elementary	Room 125	0.7 +/- 0.2	97 +/- 18
513668-4	11/09/2016	03/27/2017	Jackson Elementary	Main Hall	< 0.4	< 55
503647-0	11/09/2016	03/27/2017	Red Oak Elementary	Cafeteria	< 0.4	< 55
707263-0	11/09/2016	03/27/2017	Sun Path Elementary	Room 160	1.2 +/- 0.2	162 +/- 27
798057-6	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 112	3.1 +/- 0.4	426 +/- 56
756611-0	11/09/2016	03/27/2017	Sun Path Elementary	Room 124	1.6 1.6	226 +/- 34
693642-1	11/09/2016	03/27/2017	Sun Path Elementary	Room 105	2.1 +/- 0.3	296 +/- 41
160595-5	11/09/2016	03/27/2017	Pearson Middle School	Gym	1.6 +/- 0.3	225 +/- 34
972465-9	11/09/2016	03/27/2017	Sun Path Elementary	Room 150	2.1 +/- 0.3	282 +/- 41
214782-5	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 124	3.2 +/- 0.4	437 +/- 59
752385-5	11/09/2016	03/27/2017	Pearson Middle School	Room 100	2.9 +/- 0.4	401 +/- 54
757115-1	11/09/2016	03/27/2017	Pearson Middle School	Room 121	2.1 +/- 0.3	283 +/- 41
785227-0	11/09/2016	03/27/2017	Pearson Middle School	Room 138	2.3 +/- 0.4	318 +/- 45
542158-1	11/09/2016	03/27/2017	Pearson Middle School	Room 129	2.5 +/- 0.4	345 +/- 45
209254-2	11/09/2016	03/27/2017	Sun Path Elementary	Music 135	3.1 +/- 0.4	431 +/- 56
300030-4	11/09/2016	03/27/2017	Red Oak Elementary	Room 106	0.5 +/- 0.2	71 +/- 18
573263-1	11/09/2016	03/27/2017	Red Oak Elementary	Room 144	0.8 +/- 0.2	117 +/- 23
493044-2	11/09/2016	03/27/2017	Sun Path Elementary	Room 103	1.7 +/- 0.3	233 +/- 36
118436-5	11/09/2016	03/27/2017	Eagle Creek Elementary	Trout Pod	3.4 +/- 0.5	472 +/- 61
988765-4	11/09/2016	03/27/2017	Sun Path Elementary	Birch Cluster	1.5 +/- 0.3	203 +/- 32

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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United States

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05/03/2017

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Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

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Measurement method: closed alpha-track detector

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RT003LN-V1.20 / 2016-04-26 / JO / LB

Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
970117-8	11/09/2016	03/27/2017	Sweeney Elementary	Main Hall	< 0.4	< 55
126675-8	11/09/2016	03/27/2017	Red Oak Elementary	Room 101	0.8 +/- 0.2	106 +/- 23
789909-9	11/09/2016	03/27/2017	Eagle Creek Elementary	Gym	3.3 +/- 0.5	450 +/- 61
185916-4	11/09/2016	03/27/2017	Red Oak Elementary	Room 163	0.9 +/- 0.2	130 +/- 23
706130-2	11/09/2016	03/27/2017	Sun Path Elementary	Room 106	2.4 +/- 0.4	329 +/- 45
142759-0	11/09/2016	03/27/2017	Sun Path Elementary	Room 121	2.3 2.3	320 +/- 45
150886-0	11/09/2016	03/27/2017	Red Oak Elementary	Room 143	0.6 +/- 0.2	83 +/- 20
924497-1	11/09/2016	03/27/2017	Pearson Middle School	Gym	1.8 +/- 0.3	242 +/- 36
172900-3	11/09/2016	03/27/2017	Red Oak Elementary	Room 105	0.9 +/- 0.2	125 +/- 23
338185-2	11/09/2016	03/27/2017	Red Oak Elementary	Room 146	0.5 +/- 0.2	68 +/- 16
771664-0	11/09/2016	03/27/2017	Pearson Middle School	Room 131	2.4 +/- 0.4	336 +/- 45
214171-1	11/09/2016	03/27/2017	Pearson Middle School	Room 122	2.1 +/- 0.3	293 +/- 41
642692-8	11/09/2016	03/27/2017	Pearson Middle School	Room 114	2.6 +/- 0.4	367 +/- 50
354169-5	11/09/2016	03/27/2017	Pearson Middle School	Room 104	1.9 +/- 0.3	256 +/- 38
613376-3	11/09/2016	03/27/2017	Pearson Middle School	Room 101/102	1.5 +/- 0.3	211 +/- 32
109483-8	11/09/2016	03/27/2017	Sun Path Elementary	Room 154	2.5 +/- 0.4	350 +/- 47
371251-0	11/09/2016	03/27/2017	Red Oak Elementary	Room 166	0.6 +/- 0.2	79 +/- 18
215629-7	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 110	6.6 +/- 0.9	907 +/- 113
945266-5	11/09/2016	03/27/2017	Sun Path Elementary	Maple Cluster	1.6 +/- 0.3	218 +/- 34
160729-0	11/09/2016	03/27/2017	Pearson Middle School	Room 123	2.2 +/- 0.3	304 +/- 43

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals.
NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

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For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT0031LN - V1.20 / 2016-04-26 / JO / LB

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 REPORT DATE
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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
350881-9	11/09/2016	03/27/2017	Pearson Middle School	Room 103	1.7 +/- 0.3	231 +/- 34
785653-7	11/09/2016	03/27/2017	Red Oak Elementary	Room 122	0.9 +/- 0.2	122 +/- 23
781217-5	11/09/2016	03/27/2017	Sun Path Elementary	Room 123	1.5 +/- 0.3	212 +/- 32
121632-4	11/09/2016	03/27/2017	Red Oak Elementary	Cafeteria	< 0.4	< 55
538815-2	11/09/2016	03/27/2017	Sun Path Elementary	Room 151	2.2 +/- 0.3	303 +/- 43
766379-2	11/09/2016	03/27/2017	Red Oak Elementary	Room 202	0.4 +/- 0.4	56 +/- 18
120946-9	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 110	0.8 +/- 0.2	111 +/- 20
475095-6	11/09/2016	03/27/2017	Shakopee West Junior High School	Main Office	1.6 +/- 0.3	217 +/- 32
691078-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Media Center 108	0.4 +/- 0.2	59 +/- 18
972879-1	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 201	1.4 +/- 0.3	199 +/- 32
562917-5	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 125	1.9 +/- 0.3	261 +/- 38
531332-5	11/09/2016	03/27/2017	Sun Path Elementary	Band 129	2.4 +/- 0.4	334 +/- 47
134728-5	11/09/2016	03/27/2017	Pearson Middle School	Room 107	2.8 +/- 0.4	381 +/- 52
474143-5	11/09/2016	03/27/2017	Pearson Middle School	Room 120	2.3 +/- 0.4	320 +/- 45
166633-8	11/09/2016	03/27/2017	Pearson Middle School	Room 105	3.9 +/- 0.5	544 +/- 70
719050-7	11/09/2016	03/27/2017	Red Oak Elementary	Room 164	1.0 +/- 0.2	136 +/- 25
220232-3	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 117	0.7 +/- 0.2	95 +/- 20
207618-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 111	0.7 +/- 0.2	98 +/- 20
776070-5	11/09/2016	03/27/2017	Pearson Middle School	Room 125	2.1 +/- 0.3	283 +/- 41
997312-4	11/09/2016	03/27/2017	Red Oak Elementary	Room 126	0.8 +/- 0.2	111 +/- 23

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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RADON MONITORING REPORT
Issued by an Accredited Laboratory



Institute For Env Assessment
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United States

REPORT NUMBER 4728111:2
REPORT PAGE 15(32)

REPORT DATE 05/03/2017
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MEASUREMENT PERFORMED FOR

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Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012 .

Measurement method: closed alpha-track detector

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Radon measurements in Multifamily Buildings, Schools and Large Buildings

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Signature on the report

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RT003LN - VI.20 / 2016-04-26 / JO / LB

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
631852-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 123	1.8 +/- 0.3	242 +/- 36
341702-9	11/09/2016	03/27/2017	Shakopee West Junior High School	Student Services	0.9 +/- 0.2	126 +/- 25
989483-3	11/09/2016	03/27/2017	Sun Path Elementary	Room 152	2.8 +/- 0.4	389 +/- 54
634147-3	11/09/2016	03/27/2017	Pearson Middle School	Nurse	2.0 +/- 0.3	280 +/- 41
503283-4	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 101	2.5 +/- 0.4	345 +/- 50
764521-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Band Room	2.1 2.1	288 +/- 43
722796-0	11/09/2016	03/27/2017	Sweeney Elementary	Room 009	2.6 +/- 0.4	352 +/- 50
490957-8	11/09/2016	03/27/2017	Pearson Middle School	Room 118	3.3 +/- 0.5	450 +/- 63
390693-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Main Hall	< 0.4	< 55
940535-8	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 115	0.6 +/- 0.2	84 +/- 23
151310-0	11/09/2016	03/27/2017	Pearson Middle School	Room 105	3.9 +/- 0.5	543 +/- 72
214317-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 102	2.7 +/- 0.4	378 +/- 50
278879-2	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 105	0.6 +/- 0.2	89 +/- 27
686460-7	11/09/2016	03/27/2017	Sweeney Elementary	Art Room 104	1.2 +/- 0.2	168 +/- 29
661667-6	11/09/2016	03/27/2017	Pearson Middle School	Room 119	2.5 +/- 0.4	341 +/- 52
320674-5	11/09/2016	03/27/2017	Sweeney Elementary	Room 110	1.6 +/- 0.3	227 +/- 38
994593-2	11/09/2016	03/27/2017	Sweeney Elementary	Gym	1.6 +/- 0.3	216 +/- 34
667337-0	11/09/2016	03/27/2017	Sweeney Elementary	Work Room	2.2 +/- 0.4	305 +/- 45
730456-1	11/09/2016	03/27/2017	Central Family Center	Main Hall	< 0.4	< 55
608763-9	11/09/2016	03/27/2017	Red Oak Elementary	Office	0.5 +/- 0.2	66 +/- 25

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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Institute For Env Assessment
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 United States

RADON MONITORING REPORT

Issued by an Accredited Laboratory



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REPORT DATE
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MEASUREMENT PERFORMED FOR

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Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

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Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
337154-9	11/09/2016	03/27/2017	Sun Path Elementary	Room 107	1.6 +/- 0.3	215 +/- 38
968040-6	11/09/2016	03/27/2017	Sweeney Elementary	Room 109B	1.1 +/- 0.2	149 +/- 27
764732-4	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 112	0.7 +/- 0.2	93 +/- 20
992366-5	11/09/2016	03/27/2017	Sun Path Elementary	Spruce Cluster	1.4 +/- 0.3	186 +/- 34
778723-7	11/09/2016	03/27/2017	Sweeney Elementary	Room 107	2.1 +/- 0.3	291 +/- 43
507393-7	11/09/2016	03/27/2017	District Office	Teaching and Learning TASAs	1.3 1.3	176 +/- 27
719007-7	11/09/2016	03/27/2017	Pearson Middle School	Room 126	2.1 +/- 0.3	296 +/- 43
612789-8	11/09/2016	03/27/2017	Sweeney Elementary	Media Center	1.8 +/- 0.3	253 +/- 38
631999-0	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 111	4.8 +/- 0.6	667 +/- 86
523488-5	11/09/2016	03/27/2017	Sweeney Elementary	Room 108	1.6 +/- 0.3	227 +/- 36
771756-4	11/09/2016	03/27/2017	Pearson Middle School	Custodial	1.1 +/- 0.2	146 +/- 25
462629-7	11/09/2016	03/27/2017	Sun Path Elementary	Room 153	3.0 +/- 0.4	419 +/- 56
781283-7	11/09/2016	03/27/2017	Shakopee West Junior High School	Kitchen	1.8 +/- 0.3	250 +/- 38
133150-3	11/09/2016	03/27/2017	Pearson Middle School	Kitchen 2	1.2 +/- 0.3	162 +/- 34
946809-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Multi-Purpose Room	1.5 +/- 0.3	213 +/- 38
243325-8	11/09/2016	03/27/2017	Sweeney Elementary	Media Center	2.0 +/- 0.3	275 +/- 41
968072-9	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 141	1.9 +/- 0.3	259 +/- 38
202274-7	11/09/2016	03/27/2017	Sweeney Elementary	Room 012	2.0 +/- 0.3	279 +/- 41
747886-0	11/09/2016	03/27/2017	District Office	Technology	1.2 +/- 0.2	169 +/- 29
112154-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Weight Room	1.1 +/- 0.2	153 +/- 29

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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United States

REPORT NUMBER 4728111:2 REPORT PAGE 19(32)

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MEASUREMENT PERFORMED FOR

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Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

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Measurement method: closed alpha-track detector

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
366921-5	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 130	4.1 +/- 0.5	568 +/- 74
707715-9	11/09/2016	03/27/2017	Sweeney Elementary	Room 010	1.9 +/- 0.3	266 +/- 36
757177-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Cafeteria	1.8 +/- 0.3	248 +/- 41
561802-0	11/09/2016	03/27/2017	Sweeney Elementary	Room 007	1.5 +/- 0.3	206 +/- 32
554901-9	11/09/2016	03/27/2017	Pearson Middle School	Room 127	2.7 +/- 0.4	375 +/- 52
712207-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Lounge 130	1.6 1.6	216 +/- 34
593056-5	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 143	1.1 +/- 0.2	157 +/- 27
563222-9	11/09/2016	03/27/2017	Eagle Creek Elementary	Main Hall	< 0.4	< 55
997248-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 142	1.5 +/- 0.3	206 +/- 34
243784-6	11/09/2016	03/27/2017	Shakopee West Junior High School	Auditorium	3.0 +/- 0.4	416 +/- 56
229222-5	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 213	0.6 +/- 0.2	88 +/- 23
780615-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Custodial Office	1.1 +/- 0.2	144 +/- 27
696851-5	11/09/2016	03/27/2017	Sweeney Elementary	Room 006	1.6 +/- 0.3	220 +/- 34
676267-8	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 224	0.9 +/- 0.2	128 +/- 23
650934-3	11/09/2016	03/27/2017	Shakopee West Junior High School	Auditorium	2.9 +/- 0.4	403 +/- 59
997386-8	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 120	0.9 +/- 0.2	128 +/- 25
742941-8	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 216	0.6 +/- 0.2	91 +/- 23
577768-5	11/09/2016	03/27/2017	Red Oak Elementary	Room 132	0.4 +/- 0.2	59 +/- 18
994479-4	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 144	1.6 +/- 0.3	223 +/- 38
760120-6	11/09/2016	03/27/2017	Red Oak Elementary	Kitchen	0.6 +/- 0.2	82 +/- 20

RT003LN - V1.2017 2016-04-26 / JO / LB

Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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RADON MONITORING REPORT

Issued by an Accredited Laboratory



Institute For Env Assessment
Jennifer Theis
9201 W. Broadway
Suite 600
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United States

REPORT NUMBER 4728111:2
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MEASUREMENT PERFORMED FOR

REPORT PAGE 21(3)
PRINT DATE 05/03/2017

REPORT RECEIVER(S)
Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals.
NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

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For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT003ELN-V1.20/2016-04-26/JO/LB

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RADON MONITORING REPORT

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REPORT PAGE 22 (32)

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PRINT DATE
05/03/2017

Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
993202-1	11/09/2016	03/27/2017	Sun Path Elementary	Room 131	3.2 +/- 0.5	444 +/- 61
696161-9	11/09/2016	03/27/2017	Sweeney Elementary	Room 003	1.9 +/- 0.3	259 +/- 38
570161-0	11/09/2016	03/27/2017	Sweeney Elementary	Nurse's Office	1.9 +/- 0.3	258 +/- 38
653404-4	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 218	0.4 +/- 0.2	61 +/- 25
124765-9	11/09/2016	03/27/2017	Red Oak Elementary	Room 165	0.8 +/- 0.2	115 +/- 25
130837-8	11/09/2016	03/27/2017	Shakopee West Junior High School	Choir Room	2.3 2.3	313 +/- 45
667056-6	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 129	14.4 +/- 2.2	1991 +/- 300
748576-6	11/09/2016	03/27/2017	Pearson Middle School	Room 113	2.5 +/- 0.4	346 +/- 47
638982-9	11/09/2016	03/27/2017	Eagle Creek Elementary	Room 108	5.3 +/- 0.7	726 +/- 92
123415-2	11/09/2016	03/27/2017	Red Oak Elementary	Room 145	0.8 +/- 0.2	111 +/- 25
648874-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 212	0.8 +/- 0.2	107 +/- 27
756670-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 100	2.5 +/- 0.4	350 +/- 47
795718-6	11/09/2016	03/27/2017	Jackson Elementary	Thole Pod	1.8 +/- 0.3	248 +/- 38
744501-8	11/09/2016	03/27/2017	Jackson Elementary	Room 119	1.5 +/- 0.3	214 +/- 38
136666-5	11/09/2016	03/27/2017	Jackson Elementary	Kitchen	1.1 +/- 0.2	144 +/- 29
613616-2	11/09/2016	03/27/2017	Jackson Elementary	Room 113	1.4 +/- 0.3	195 +/- 32
723847-0	11/09/2016	03/27/2017	Sweeney Elementary	Room 001	2.1 +/- 0.3	287 +/- 41
577570-5	11/09/2016	03/27/2017	Sweeney Elementary	Kitchen	1.4 +/- 0.2	193 +/- 29
609587-1	11/09/2016	03/27/2017	Sweeney Elementary	Music Room 103	0.8 +/- 0.2	108 +/- 20
460329-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 107	2.3 +/- 0.4	315 +/- 45

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Comment to the results

Trygve Rönqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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Radon measurements in Multifamily Buildings, Schools and Large Buildings

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Signature on the report

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
997198-7	11/09/2016	03/27/2017	Shakopee East Junior High School	Main Hall	< 0.4	< 55
103798-5	11/09/2016	03/27/2017	Sweeney Elementary	Room 008	2.6 +/- 0.4	361 +/- 52
999952-5	11/09/2016	03/27/2017	Jackson Elementary	Social Worker Office	1.0 +/- 0.2	139 +/- 25
684363-5	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 105	2.5 +/- 0.4	349 +/- 50
570704-7	11/09/2016	03/27/2017	Jackson Elementary	Room 104	1.9 +/- 0.3	268 +/- 38
714506-3	11/09/2016	03/27/2017	Jackson Elementary	Music 126	2.7 2.7	378 +/- 52
413050-6	11/09/2016	03/27/2017	Sweeney Elementary	Room 005	1.9 +/- 0.3	269 +/- 36
463832-6	11/09/2016	03/27/2017	Sweeney Elementary	Gym	1.4 +/- 0.3	194 +/- 32
610535-7	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 114	0.5 +/- 0.2	75 +/- 23
924327-0	11/09/2016	03/27/2017	Pearson Middle School	Room 124	2.3 +/- 0.4	316 +/- 45
996972-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 226	0.8 +/- 0.2	113 +/- 25
996983-3	11/09/2016	03/27/2017	Jackson Elementary	Pike Pod	1.4 +/- 0.2	189 +/- 29
970419-8	11/09/2016	03/27/2017	Pearson Middle School	Room 112	2.5 +/- 0.4	342 +/- 47
498976-0	11/09/2016	03/27/2017	Jackson Elementary	Room 116	1.4 +/- 0.3	199 +/- 34
906876-8	11/09/2016	03/27/2017	Shakopee East Junior High School	Cafeteria	0.5 +/- 0.2	69 +/- 25
971081-5	11/09/2016	03/27/2017	Jackson Elementary	Room 114	1.4 +/- 0.3	189 +/- 32
648968-6	11/09/2016	03/27/2017	Jackson Elementary	Office	1.1 +/- 0.2	149 +/- 27
415843-2	11/09/2016	03/27/2017	Sweeney Elementary	Band Room 102	0.8 +/- 0.2	110 +/- 27
741359-4	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 207	1.1 +/- 0.2	153 +/- 25
991983-8	11/09/2016	03/27/2017	Sweeney Elementary	Custodial Office	1.4 +/- 0.3	196 +/- 32

RT003LN - VI.2016-04-26 / JO / LB

Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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RADON MONITORING REPORT

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Institute For Env Assessment
Jennifer Theis
9201 W. Broadway
Suite 600
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United States

REPORT NUMBER
4728111:2

REPORT PAGE 25(32)

REPORT DATE
05/03/2017

PRINT DATE
05/03/2017

MEASUREMENT PERFORMED FOR

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Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

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Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

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For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

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Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
797510-5	11/09/2016	03/27/2017	Sweeney Elementary	Special Services	1.8 +/- 0.3	252 +/- 38
136409-0	11/09/2016	03/27/2017	Sweeney Elementary	Room 003	1.7 +/- 0.3	238 +/- 34
153834-7	11/09/2016	03/27/2017	Jackson Elementary	Performance Room 130	1.1 +/- 0.2	148 +/- 29
103773-8	11/09/2016	03/27/2017	Shakopee East Junior High School	Media Center	1.2 +/- 0.2	168 +/- 29
690607-7	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 119	0.9 +/- 0.2	122 +/- 25
484263-9	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 126	2.2 2.2	311 +/- 45
783908-7	11/09/2016	03/27/2017	Jackson Elementary	Staff Lounge	2.7 +/- 0.4	369 +/- 50
401026-0	11/09/2016	03/27/2017	Jackson Elementary	Lev Lib 129	2.6 +/- 0.4	367 +/- 52
111803-3	11/09/2016	03/27/2017	Sun Path Elementary	Room 119	1.5 +/- 0.3	205 +/- 36
164186-9	11/09/2016	03/27/2017	Jackson Elementary	Room 127	4.2 +/- 0.6	575 +/- 77
947064-2	11/09/2016	03/27/2017	Jackson Elementary	Nurse's Office	0.9 +/- 0.2	131 +/- 25
565679-8	11/09/2016	03/27/2017	Jackson Elementary	Room 127	4.9 +/- 0.6	670 +/- 86
192796-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 128	2.6 +/- 0.4	356 +/- 50
577713-1	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 116	0.6 +/- 0.2	78 +/- 27
913070-9	11/09/2016	03/27/2017	Jackson Elementary	Workroom	0.9 +/- 0.2	119 +/- 25
769488-8	11/09/2016	03/27/2017	Sweeney Elementary	Room 011	1.8 +/- 0.3	249 +/- 38
723664-9	11/09/2016	03/27/2017	Jackson Elementary	Room 105	1.4 +/- 0.3	193 +/- 36
601897-2	11/09/2016	03/27/2017	Jackson Elementary	Room 103	1.9 +/- 0.3	257 +/- 36
766833-8	11/09/2016	03/27/2017	Sweeney Elementary	101 Lit Resource	0.8 +/- 0.2	107 +/- 27
434654-0	11/09/2016	03/27/2017	Shakopee West Junior High School	Room 121	0.6 +/- 0.2	79 +/- 23

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Comment to the results

Tryggve Rönqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

If an initial short-term test result is less than 4 pCi/l, a follow-up measurement is probably not needed.

If an initial short-term test result is greater than 8 pCi/l, a short term follow-up measurement is recommended in order to get a fast result.

If an initial short-term test result is between 4 pCi/l and 8 pCi/l, a long-term or a short-term follow-up measurement is recommended.

More information about radon measurements and mitigation can be found in the AARST and EPA publications:

- ANSI/AARST Protocol for Conducting Measurements of Radon and Radon-Decay Products in Schools and Large Buildings
- ANSI/AARST Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings.
- ANSI/AARST Radon Mitigation Standards for Schools and Large Buildings.
- ANSI/AARST Radon Mitigation Standards for Multifamily Buildings.
- EPA Radon Measurements in Schools, EPA 402-R-92-014, July 1993.

For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT003LN - VI.20 / 2016-04-26 / JO / LB

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REPORT NUMBER
 4728111:2

REPORT PAGE 28 (32)

 REPORT DATE
 05/03/2017

 PRINT DATE
 05/03/2017

Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
763935-4	11/09/2016	03/27/2017	Sweeney Elementary	Room 106	2.3 +/- 0.4	313 +/- 45
502008-6	11/09/2016	03/27/2017	Red Oak Elementary	Music	0.6 +/- 0.2	90 +/- 23
771908-1	11/09/2016	03/27/2017	Sweeney Elementary	Cafeteria	1.7 +/- 0.3	235 +/- 36
608948-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Band 111	1.4 +/- 0.3	186 +/- 32
900428-4	11/09/2016	03/27/2017	Jackson Elementary	Room 118	1.9 +/- 0.3	261 +/- 41
746918-2	11/09/2016	03/27/2017	Jackson Elementary	Room 111	1.5 1.5	214 +/- 34
271119-0	11/09/2016	03/27/2017	Red Oak Elementary	Health	0.5 +/- 0.2	68 +/- 18
769262-7	11/09/2016	03/27/2017	Sweeney Elementary	Room 109A HP	0.7 +/- 0.2	98 +/- 27
716209-2	11/09/2016	03/27/2017	Jackson Elementary	Room 112	1.3 +/- 0.3	179 +/- 32
432397-8	11/09/2016	03/27/2017	Sweeney Elementary	Room 002	2.0 +/- 0.3	273 +/- 41
994999-1	11/09/2016	03/27/2017	Central Family Center	Cafeteria #2	3.1 +/- 0.4	425 +/- 59
680673-1	11/09/2016	03/27/2017	Central Family Center	West Gym	2.1 +/- 0.3	289 +/- 41
989883-4	11/09/2016	03/27/2017	Central Family Center	Office	0.5 +/- 0.2	62 +/- 20
999378-3	11/09/2016	03/27/2017	Central Family Center	Room 103	1.3 +/- 0.2	175 +/- 29
137444-6	11/09/2016	03/27/2017	Central Family Center	Room 110	1.2 +/- 0.2	164 +/- 29
319798-5	11/09/2016	03/27/2017	Central Family Center	Cafeteria #1	2.9 +/- 0.4	403 +/- 54
208276-6	11/09/2016	03/27/2017	Central Family Center	Room 108	2.0 +/- 0.3	278 +/- 38
985238-5	11/09/2016	03/27/2017	District Office	T & L Conference Room	1.0 +/- 0.2	141 +/- 25
220596-1	11/09/2016	03/27/2017	Central Family Center	Kitchen	3.8 +/- 0.5	524 +/- 68
156878-1	11/09/2016	03/27/2017	District Office	Rod's Office	1.5 +/- 0.3	213 +/- 32

RT003LN - V1.20 / 2016-04-26 / JO / LB

Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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 900 Oakmont Lane Suite, Westmont IL 60559
 Telephone: 331.814.2200 E-mail: help@landauerradon.com

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RADON MONITORING REPORT
Issued by an Accredited Laboratory



Institute For Env Assessment
Jennifer Theis
9201 W. Broadway
Suite 600
Brooklyn Park MN 55445
United States

REPORT NUMBER 4728111:2
REPORT DATE 05/03/2017
MEASUREMENT PERFORMED FOR
REPORT PAGE 29(32)
PRINT DATE 05/03/2017

REPORT RECEIVER(S)
Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012 .

Measurement method: closed alpha-track detector
The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals. NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations
For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l . If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings
The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.
If an initial short-term test result is less than 4 pCi/l, a follow-up measurement is probably not needed.
If an initial short-term test result is greater than 8 pCi/l, a short term follow-up measurement is recommended in order to get a fast result.
If an initial short-term test result is between 4 pCi/l and 8 pCi/l, a long-term or a short-term follow-up measurement is recommended.

More information about radon measurements and mitigation can be found in the AARST and EPA publications:

- ANSI/AARST Protocol for Conducting Measurements of Radon and Radon-Decay Products in Schools and Large Buildings
- ANSI/AARST Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings.
- ANSI/AARST Radon Mitigation Standards for Schools and Large Buildings.
- ANSI/AARST Radon Mitigation Standards for Multifamily Buildings.
- EPA Radon Measurements in Schools, EPA 402-R-92-014, July 1993.

For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report
With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT003LN - V1.20 / 2016-04-26 / JO / LLB

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RADON MONITORING REPORT

Issued by an Accredited Laboratory



REPORT NUMBER
4728111:2

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REPORT DATE
05/03/2017

PRINT DATE
05/03/2017

Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
422192-5	11/09/2016	03/27/2017	Central Family Center	Lounge	1.8 +/- 0.3	253 +/- 36
924193-6	11/09/2016	03/27/2017	District Office	Board Room	1.7 +/- 0.3	240 +/- 36
390500-7	11/09/2016	03/27/2017	Red Oak Elementary	Main Hall	< 0.4	< 55
332562-8	11/09/2016	03/27/2017	Central Family Center	Room 102	0.8 +/- 0.2	109 +/- 20
978461-2	11/09/2016	03/27/2017	Central Family Center	Room 101	0.9 +/- 0.2	123 +/- 23
457462-0	11/09/2016	03/27/2017	Central Family Center	Printing	< 0.4 < 0.4	< 55
697207-9	11/09/2016	03/27/2017	District Office	Welcome Center	1.2 +/- 0.2	167 +/- 29
160484-2	11/09/2016	03/27/2017	District Office	John's Office	1.1 +/- 0.2	144 +/- 25
659717-3	11/09/2016	03/27/2017	District Office	Staff Break Room	1.0 +/- 0.2	140 +/- 25
214819-5	11/09/2016	03/27/2017	District Office	Food Service	1.1 +/- 0.2	157 +/- 27
723469-3	11/09/2016	03/27/2017	District Office	Kain's Office	2.5 +/- 0.4	349 +/- 47
157468-0	11/09/2016	03/27/2017	District Office	HR/Fin Conference Room #1	1.2 +/- 0.2	170 +/- 27
754404-2	11/09/2016	03/27/2017	Central Family Center	Room 108	1.5 +/- 0.3	211 +/- 34
128470-2	11/09/2016	03/27/2017	Shakopee East Junior High School	Cafeteria	0.7 +/- 0.2	96 +/- 20
748325-8	11/09/2016	03/27/2017	District Office	HR/Fin	1.0 +/- 0.2	137 +/- 25
170020-2	11/09/2016	03/27/2017	Shakopee East Junior High School	Kitchen	0.5 +/- 0.2	68 +/- 18
693123-2	11/09/2016	03/27/2017	District Office	Dave's Office	1.2 +/- 0.2	172 +/- 25
901973-8	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 215	0.5 +/- 0.2	68 +/- 18
489590-0	11/09/2016	03/27/2017	District Office	Near Allison's Cubicle	1.5 +/- 0.3	208 +/- 32
383687-1	11/09/2016	03/27/2017	Central Family Center	Room 106	0.9 +/- 0.2	124 +/- 20

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Comment to the results

Tryggve Rönnqvist (Electronically signed)

Signature Landauer Nordic Laboratory Measurement Specialist

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RADON MONITORING REPORT

Issued by an Accredited Laboratory



Institute For Env Assessment
Jennifer Theis
9201 W. Broadway
Suite 600
Brooklyn Park MN 55445
United States

REPORT NUMBER 4728111:2
REPORT DATE 05/03/2017
MEASUREMENT PERFORMED FOR
REPORT PAGE 31(32)
PRINT DATE 05/03/2017

REPORT RECEIVER(S)
Institute For Env Assessment

The analysis results are located on page 2 of this document.

Description of the measurement

Building Id:

The measurement was performed with a closed alpha-track detector (Radtrak2) following the quality guidance in EPA 402-R-95-012.

Measurement method: closed alpha-track detector

The radon measurement was performed with a closed alpha-track detector following the quality assurance guidance given in EPA 402-R-95-012. The detector container is manufactured from electrically conducting plastic. Through a small slit (filter), radon gas enters the detector. The track-detecting material (film) inside the detector is hit by alpha particles generated by the radon entering the container and the decay products formed from it. On the film, the alpha particles make small tracks which are enlarged through chemical etching and later counted in a microscope in order to determine the radon exposure. LANDAUER NORDIC AB (P.O. Box 6522, SE-751 28 Uppsala, Sweden) is accredited (no. 1489) by SWEDAC to conduct radon-gas measurements using the closed alpha-track detector method. The analysis equipment is checked daily and the detectors are calibrated at regular intervals.
NRPP Licenses: 107831 AL, 107830 RT

Measured radon concentrations

For each detector, the measured value of the radon concentration is given. For each value an uncertainty associated with the measurement to a 95% confidence level is also given. For example a measurement result of 4.0 ± 0.5 pCi/l means that the radon concentration is most likely contained in the range 3.5-4.5 pCi/l. If the start or end date of the measurement has not been provided, the radon concentration cannot be calculated. In such cases, the total exposure in pCi*days/l will be reported. The reported measured values are related to the detectors as received by Landauer Nordic. Detector deployment is not performed by Landauer Nordic. Measurement information such as monitoring period (dates) and placement location is provided to Landauer Nordic by the end user.

Radon measurements in Multifamily Buildings, Schools and Large Buildings

The United States Environmental Protection Agency (EPA) recommends remediation if the results of one long-term test or the average of two short-term tests conducted in an occupied room are 4.0 pCi/l or higher. The average yearly residential indoor radon level in the US is estimated to be around 1.3 pCi/l. Long-term tests are conducted for more than 90 days. Short-term tests are conducted between 2 and 90 days and should be performed under closed building conditions.

If an initial short-term test result is less than 4 pCi/l, a follow-up measurement is probably not needed.

If an initial short-term test result is greater than 8 pCi/l, a short term follow-up measurement is recommended in order to get a fast result.

If an initial short-term test result is between 4 pCi/l and 8 pCi/l, a long-term or a short-term follow-up measurement is recommended.

More information about radon measurements and mitigation can be found in the AARST and EPA publications:

- ANSI/AARST Protocol for Conducting Measurements of Radon and Radon-Decay Products in Schools and Large Buildings
- ANSI/AARST Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings.
- ANSI/AARST Radon Mitigation Standards for Schools and Large Buildings.
- ANSI/AARST Radon Mitigation Standards for Multifamily Buildings.
- EPA Radon Measurements in Schools, EPA 402-R-92-014, July 1993.

For more information about the interpretation of your test results or about other radon related issues we suggest contacting your state radon office.

Signature on the report

With the signature on the report, the person responsible for the radon analysis at LANDAUER NORDIC hereby certifies that the measurement procedures follows the guidance in accordance with EPA 402-R-95-012 and that the demands from SWEDAC are fulfilled.

RT003LN - VI.20 / 2016-04-26 / JO / L.B

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 05/03/2017

 PRINT DATE
 05/03/2017

Test results

Detector	Start date	Stop date	Location	Detector comment	Avg Radon Conc. pCi/l	Total Radon Exp pCi-days/l
185964-4	11/09/2016	03/27/2017	District Office	Near Holley's Cubicle	1.1 +/- 0.2	149 +/- 25
157218-9	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 217	0.5 +/- 0.2	75 +/- 18
747987-6	11/09/2016	03/27/2017	District Office	Main Hall	< 0.4	< 55
597969-5	11/09/2016	03/27/2017	Sun Path Elementary	Main Hall	< 0.4	< 55
146449-4	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 206	1.5 +/- 0.2	206 +/- 29
122771-9	11/09/2016	03/27/2017	District Office	Near Cindy's Cubicle	1.2 1.2	159 +/- 27
707863-7	11/09/2016	03/27/2017	District Office	SPED Supervisors	0.9 +/- 0.2	131 +/- 27
206402-0	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 220	0.8 +/- 0.2	105 +/- 20
760380-6	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 221	0.9 +/- 0.2	127 +/- 23
351916-2	11/09/2016	03/27/2017	Jackson Elementary	Room 120	1.9 +/- 0.3	260 +/- 38
137609-4	11/09/2016	03/27/2017	Jackson Elementary	O'Dowd Pod	1.4 +/- 0.2	188 +/- 29
721167-5	11/09/2016	03/27/2017	Shakopee East Junior High School	Room 100	2.4 +/- 0.4	330 +/- 45
157886-3	11/09/2016	03/27/2017	Shakopee East Junior High School	Custodial Office	0.8 +/- 0.2	114 +/- 23
405555-4	11/09/2016	03/27/2017	Jackson Elementary	Room 108	1.5 +/- 0.3	213 +/- 32
157369-0	11/09/2016	03/27/2017	Pearson Middle School	Media Center	2.2 +/- 0.3	305 +/- 43
116503-4	11/09/2016	03/27/2017	Jackson Elementary	Room 123	1.9 +/- 0.3	269 +/- 38
728038-1	11/09/2016	03/27/2017	Jackson Elementary	Room 110	1.2 +/- 0.2	164 +/- 27

RT003LN - V1.20 / 2016-04-26 / JO / LB

Comment to the results

Trygve Rönqvist (Electronically signed)

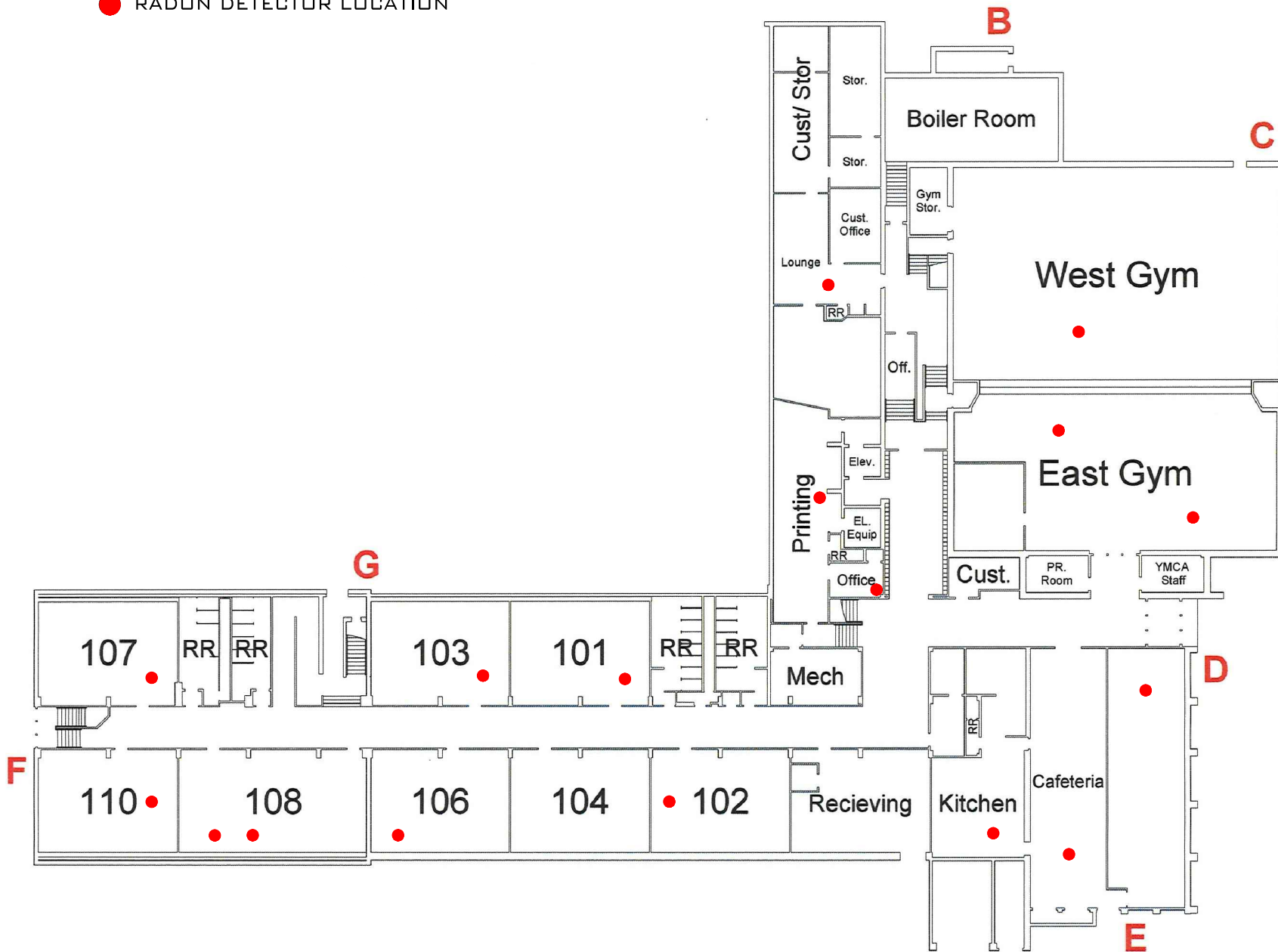
Signature Landauer Nordic Laboratory Measurement Specialist

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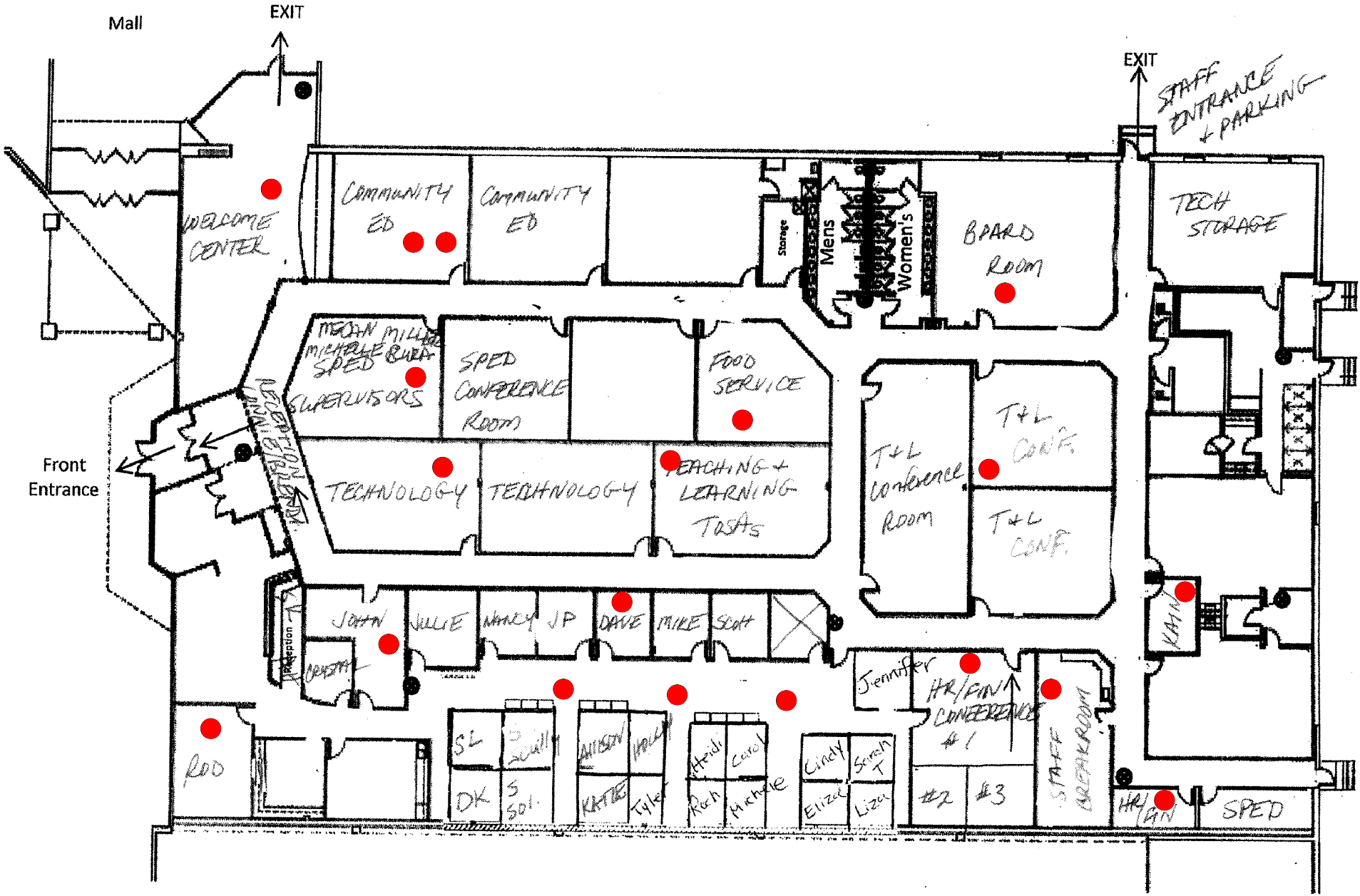
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● RADON DETECTOR LOCATION



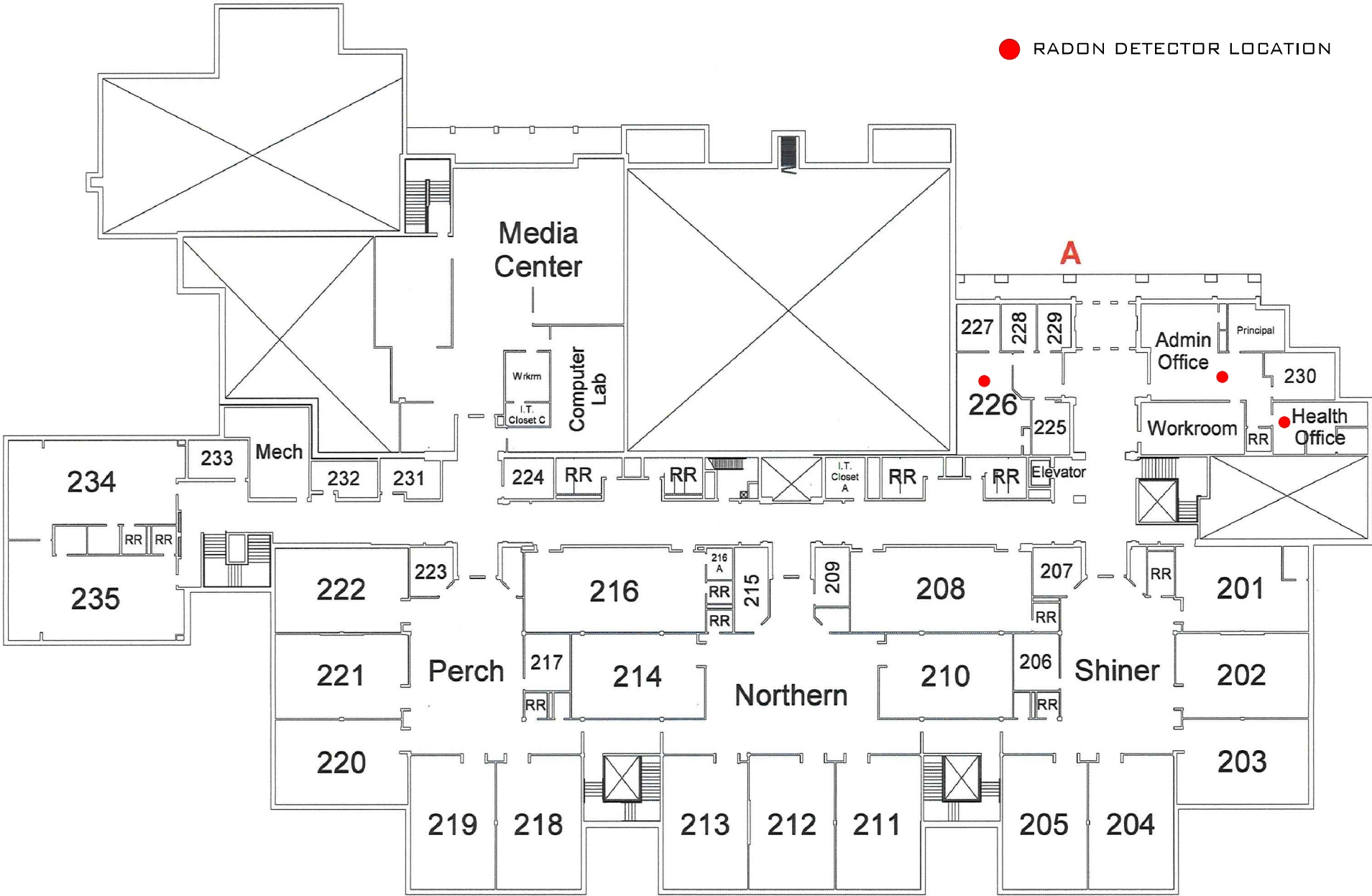
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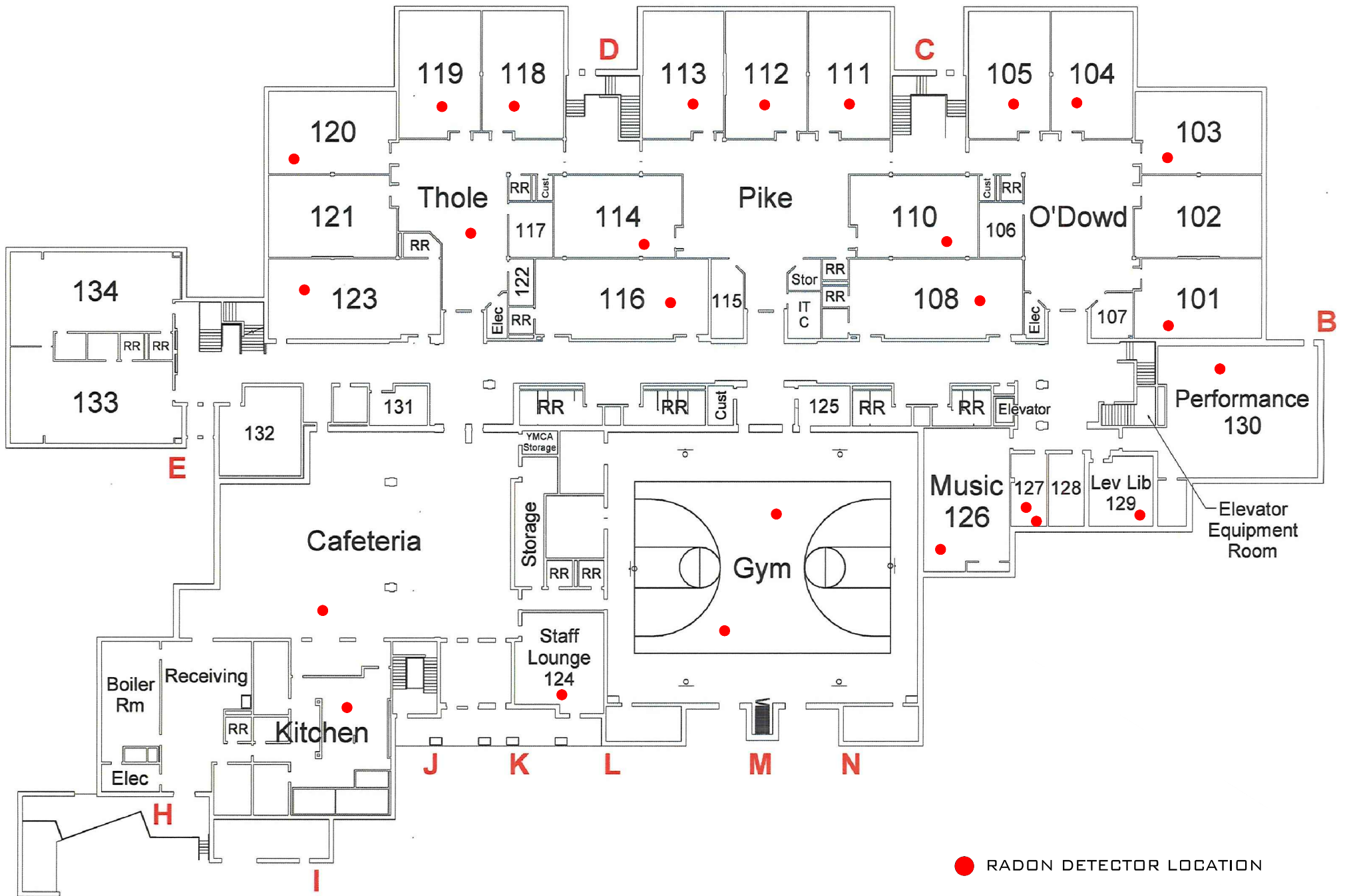


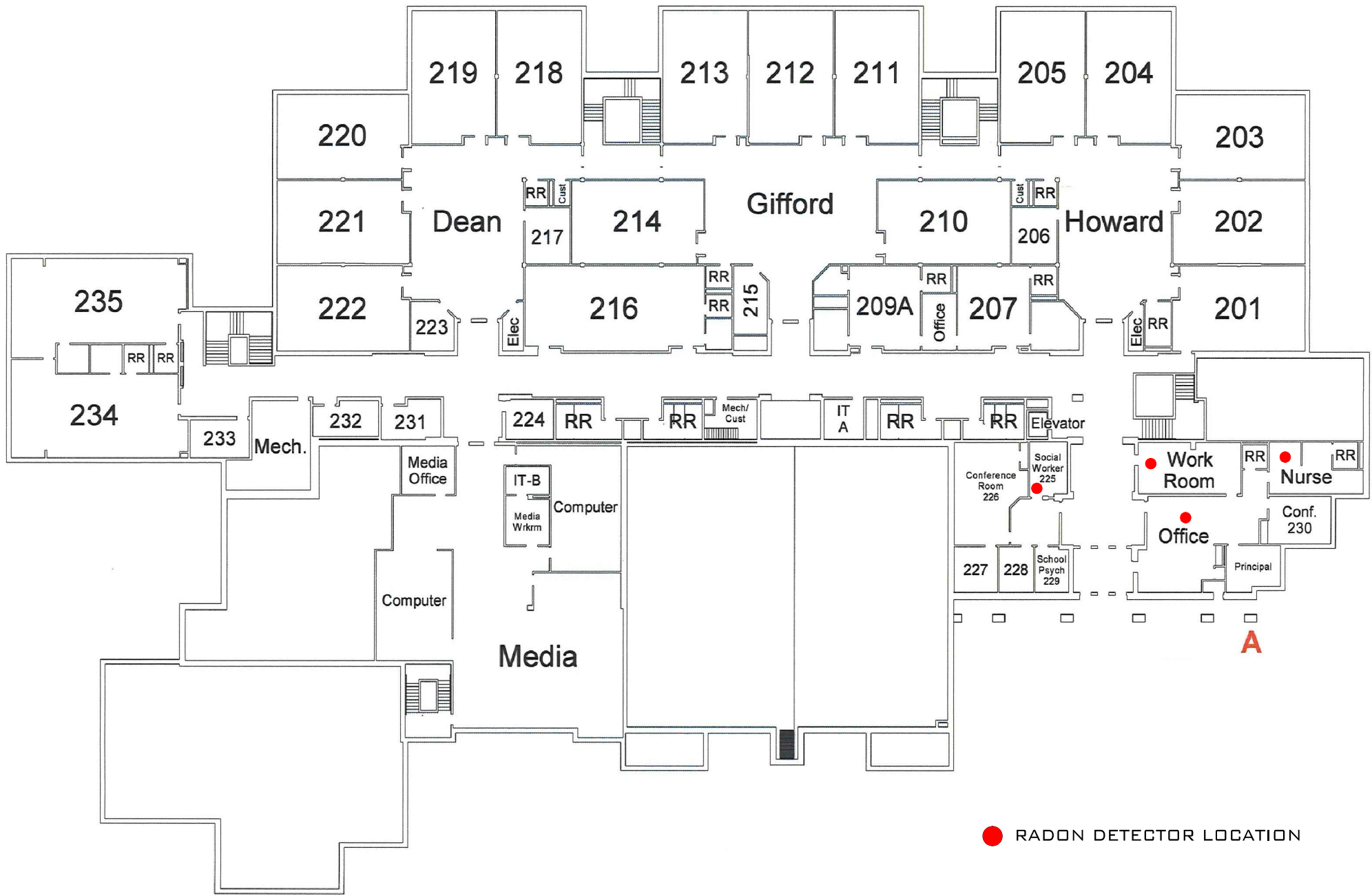
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● RADON DETECTOR LOCATION

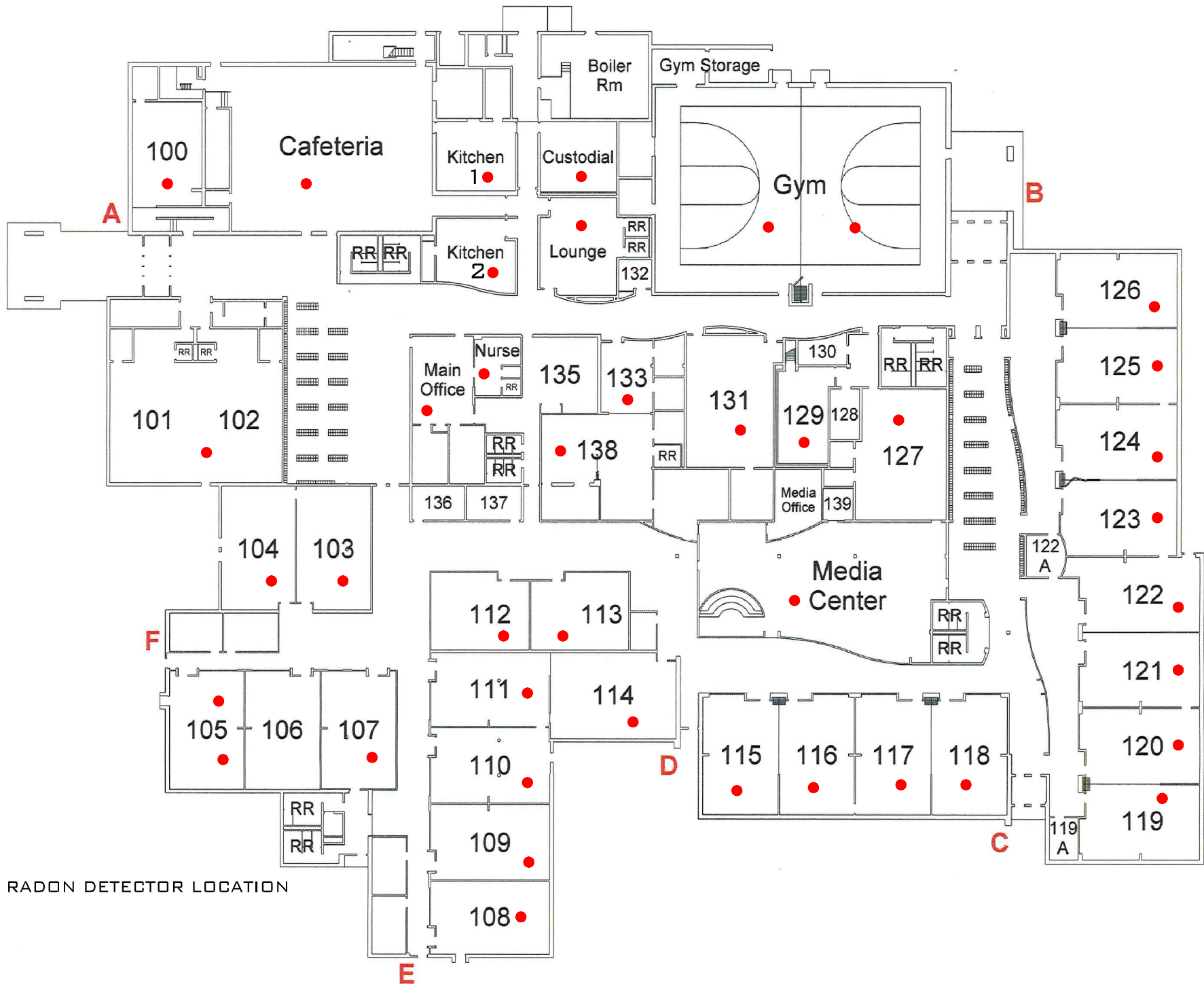






● RADON DETECTOR LOCATION





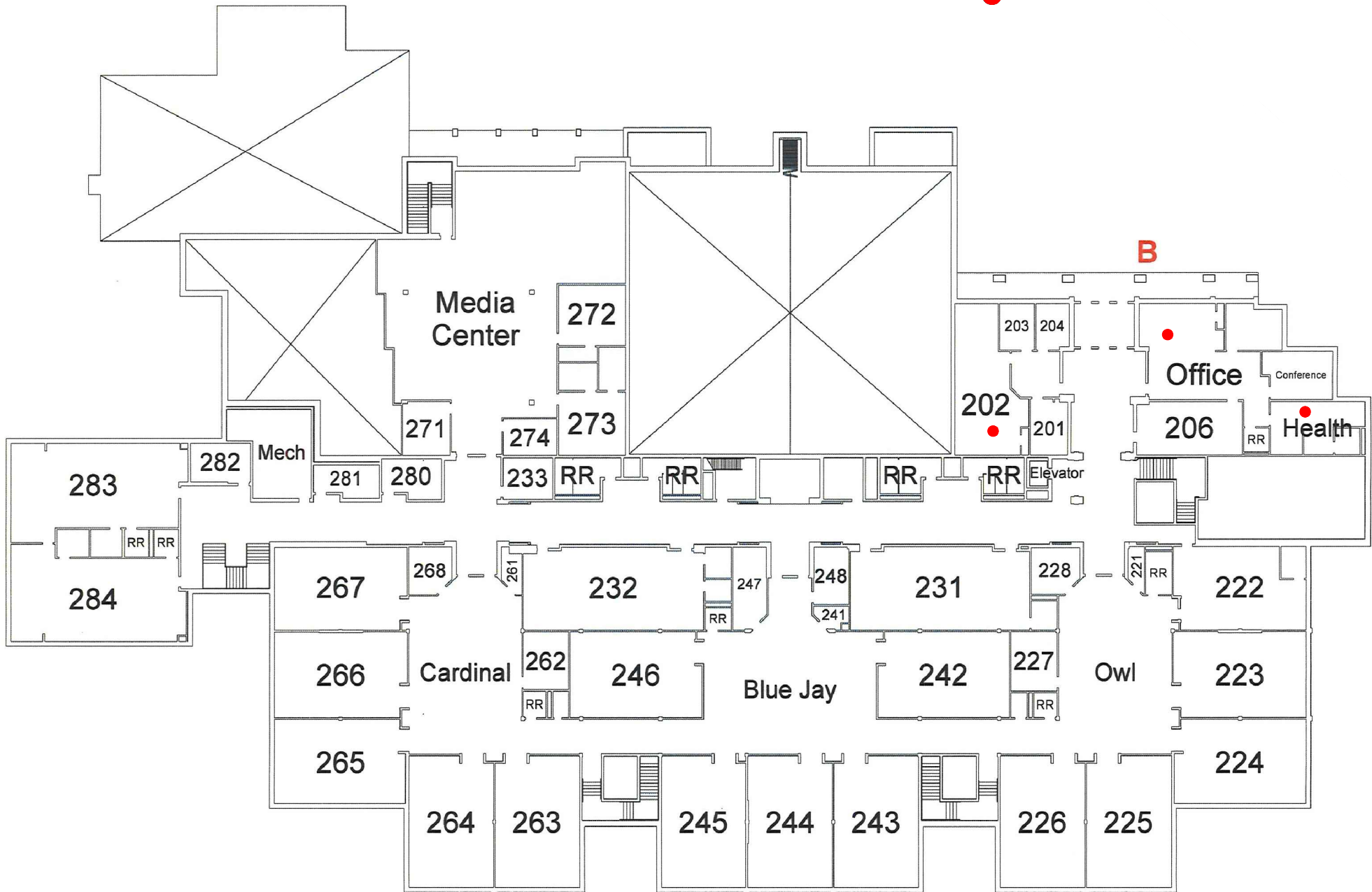
● RADON DETECTOR LOCATION



● RADON DETECTOR LOCATION



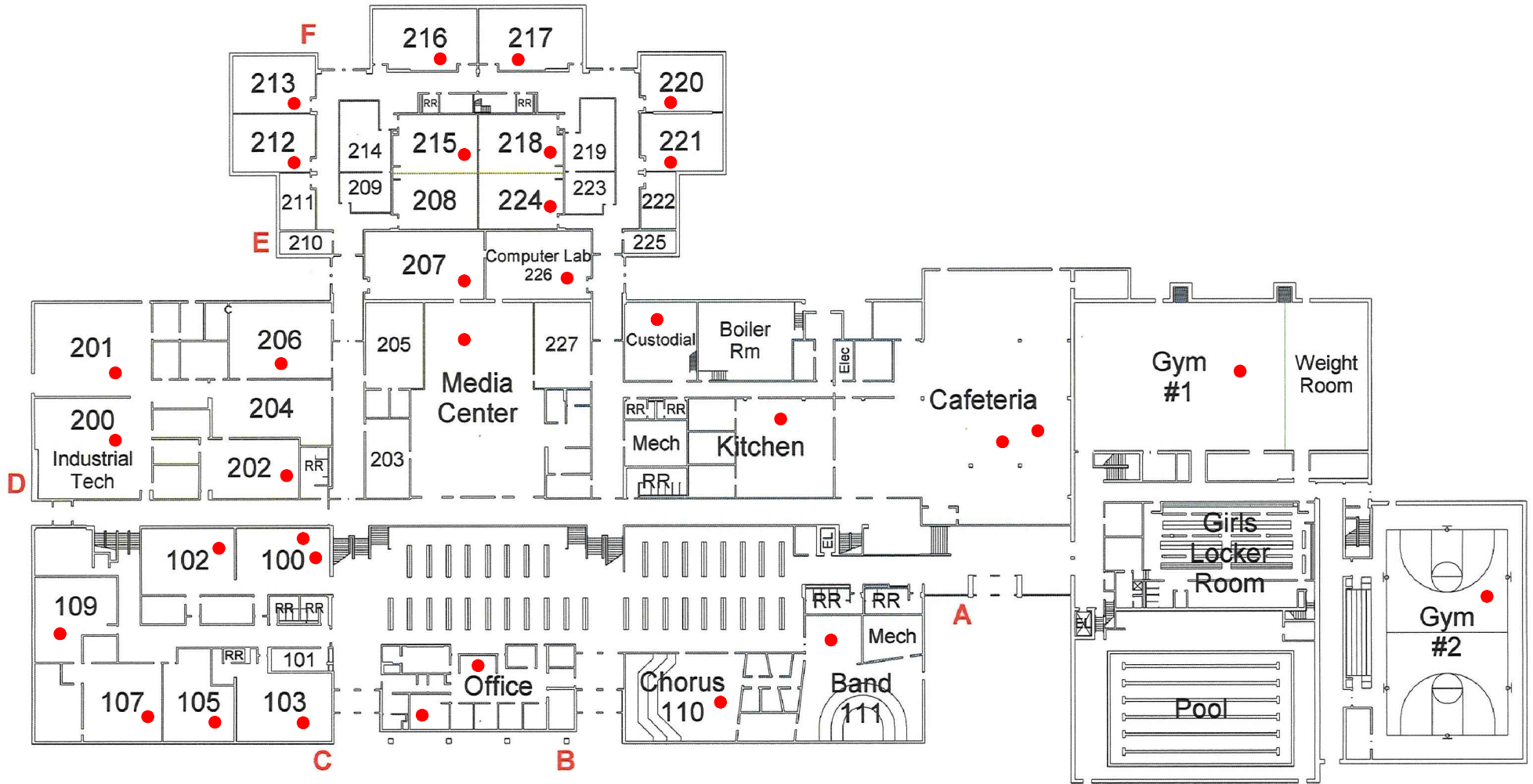
● RADON DETECTOR LOCATION

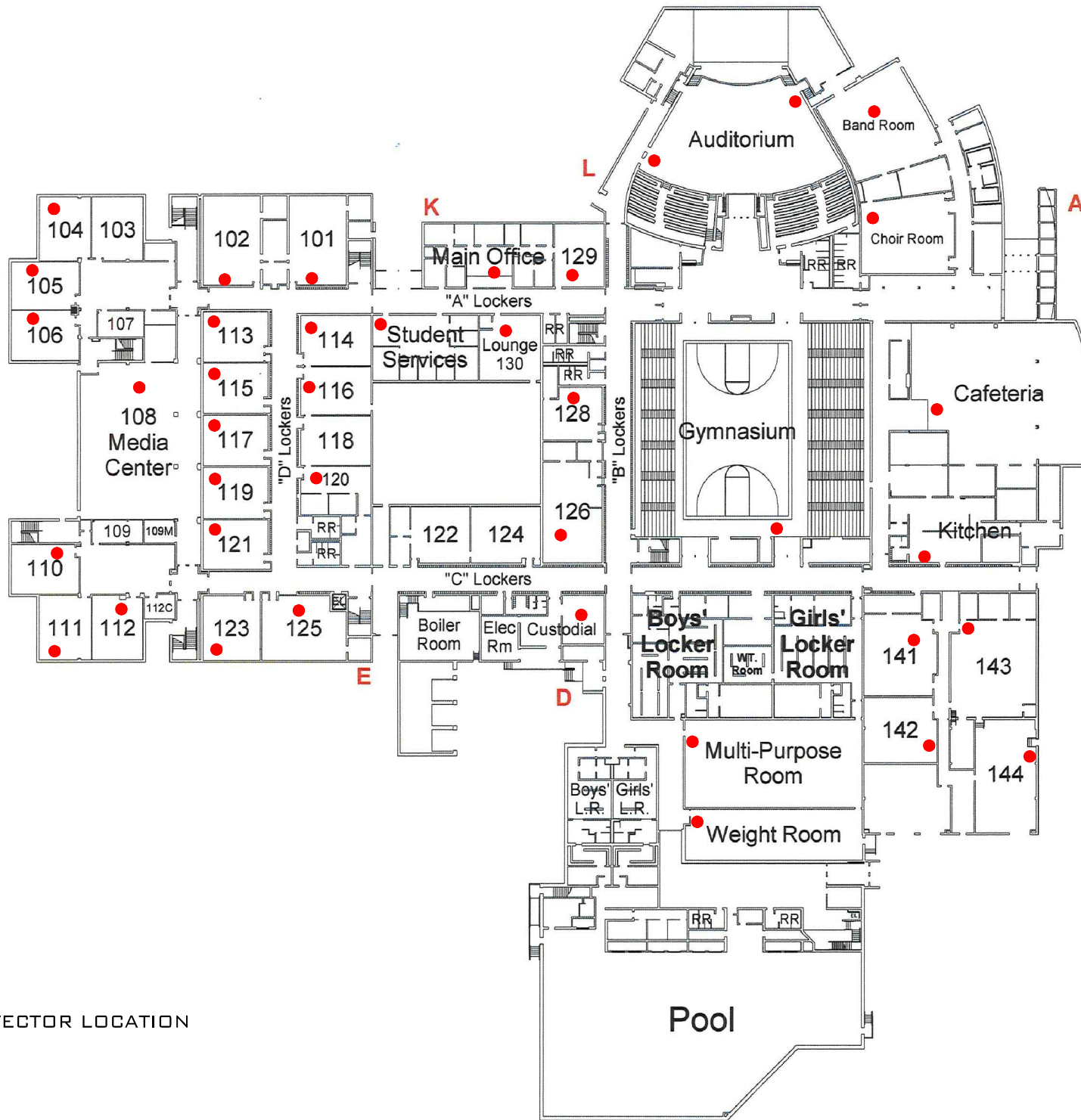


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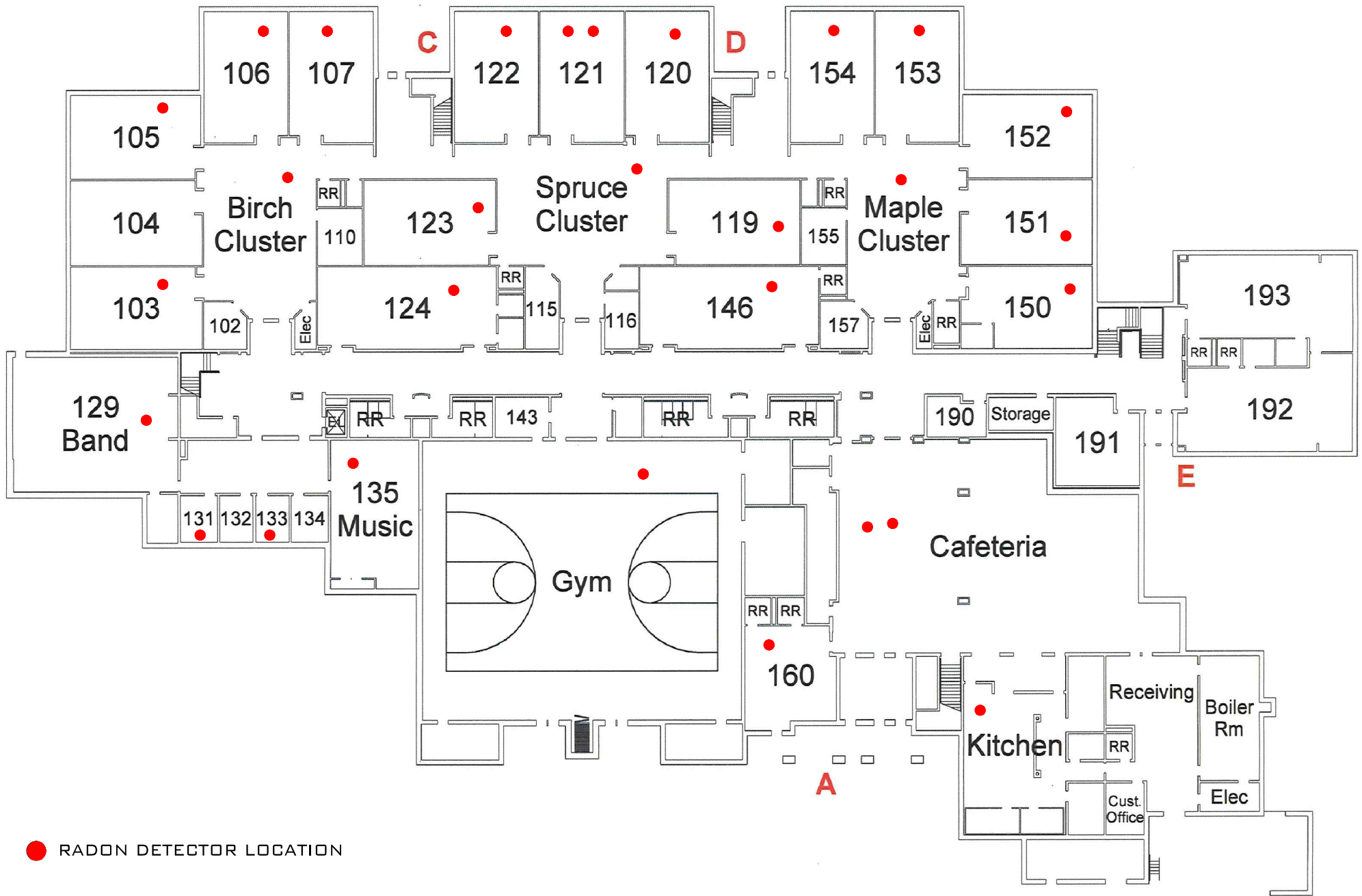
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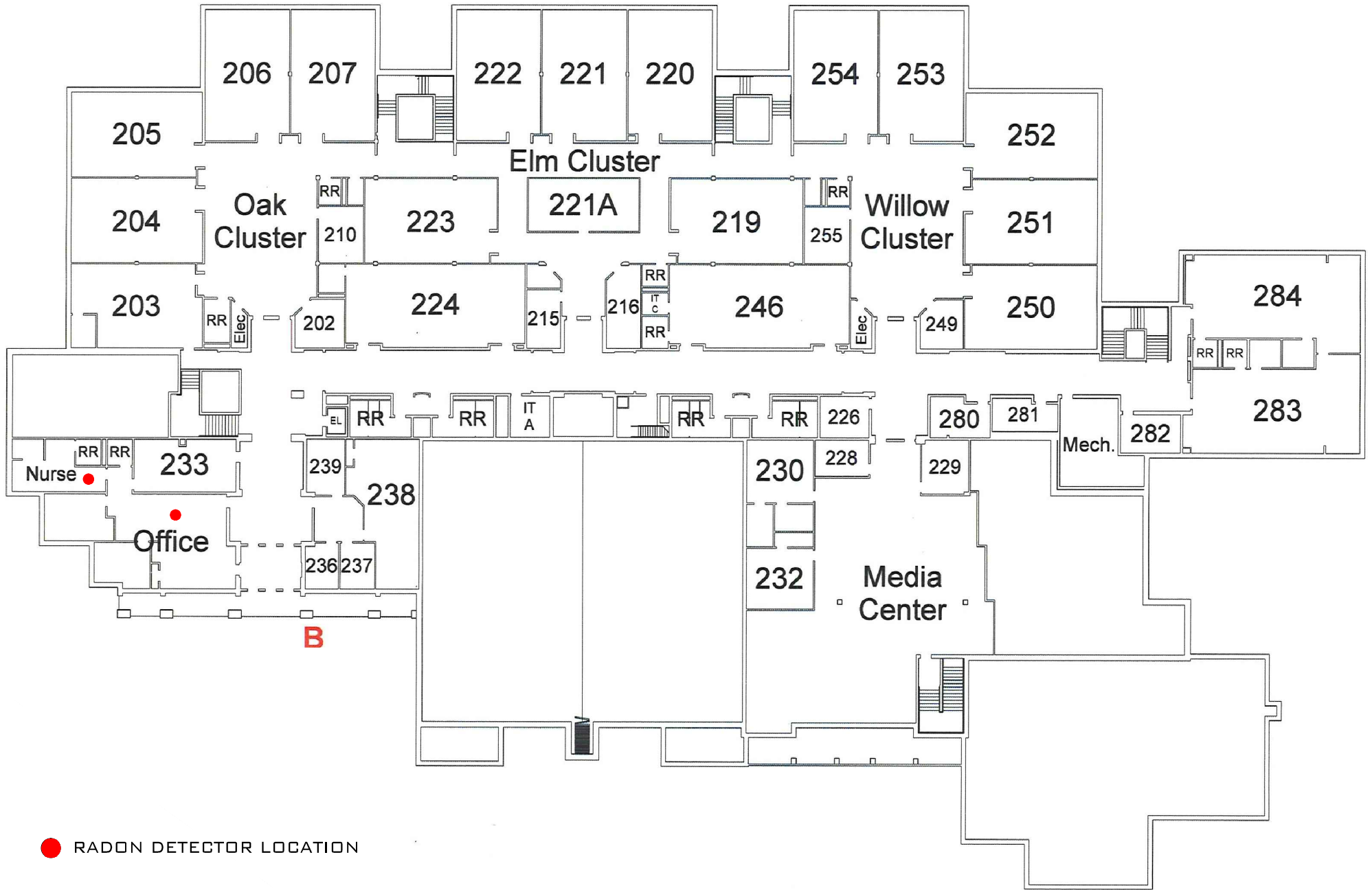
● RADON DETECTOR LOCATION





● RADON DETECTOR LOCATION

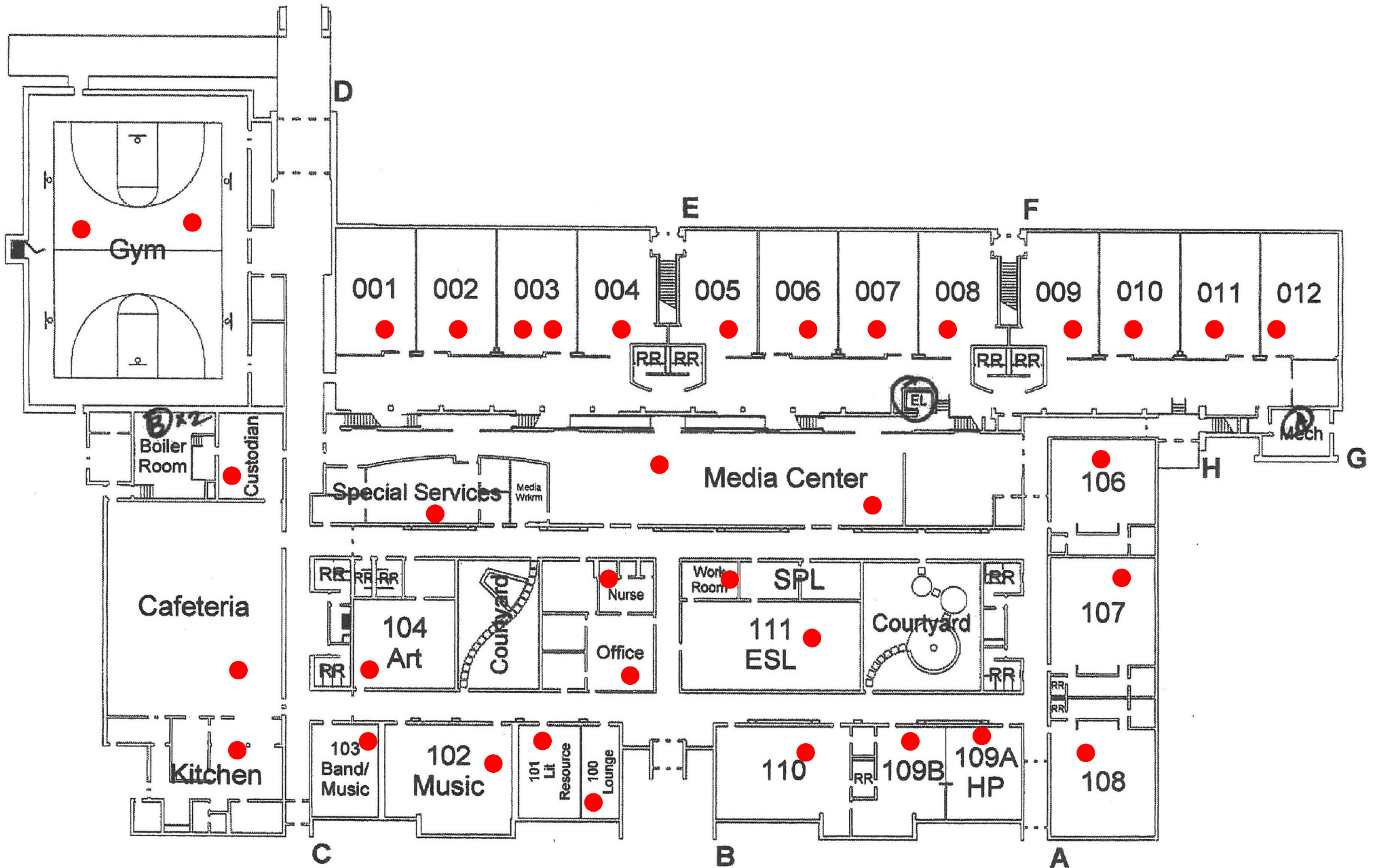




● RADON DETECTOR LOCATION



● RADON DETECTOR LOCATION



Appendix C
Chain of Custody

Radon Alpha Track Detector Log

IEA, Inc.

9201 West Broadway, Suite 600

Brooklyn Park, MN 55445

763-315-7900



District: Shakopee Public Schools

Project Number: 201610975

Shipped By: Carole Nelson

Date of Shipment to Lab: 3/31/17

Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
989883-4	11/9/16	3/27/17	Central Family Center	Office	Top of shelf straight in	
457962-0	11/9/16	3/27/17	Central Family Center	Printing	Top of fire alarm	
422192-5	11/9/16	3/27/17	Central Family Center	Lounge	Top of Fridge	
680673-1	11/9/16	3/27/17	Central Family Center	West Gym	Top of small electrical panel	
686554-7	11/9/16	-	Central Family Center	East Gym	Top of small electrical panel	
379869-1	11/9/16	-	Central Family Center	East Gym	Top of small electrical panel	Duplicate
319798-5	11/9/16	3/27/17	Central Family Center	Cafeteria #1	Top of shelf right of door	
994999-1	11/9/16	3/27/17	Central Family Center	Cafeteria #2	Top of Fridge	
220596-1	11/9/16	3/27/17	Central Family Center	Kitchen	Top of fan - Dishroom	
3322562-8	11/9/16	3/27/17	Central Family Center	Room 102	Top of panel in right side corner	
978461-2	11/9/16	3/27/17	Central Family Center	Room 101	Top of cabinet with plant	
999378-3	11/9/16	3/27/17	Central Family Center	Room 103	Top of projector mount	
383687-1	11/9/16	3/27/17	Central Family Center	Room 106	Top of teachers cabinet with plants	
208276-6	11/9/16	3/27/17	Central Family Center	Room 108	Top of fridge behind microwave	
754404-2	11/9/16	3/27/17	Central Family Center	Room 108	Top of fridge behind microwave	Duplicate
137444-6	11/9/16	3/27/17	Central Family Center	Room 110	Top of Speaker in corner	
338650-5	11/9/16	-	Central Family Center	Room 107	Near pipes on top - right side	
730456-1	11/9/16	3/27/17	Central Family Center	Main Hall	Blank	

Radon Alpha Track Detector Log

IEA, Inc.

9201 West Broadway, Suite 600

Brooklyn Park, MN 55445

763-315-7900



District: Shakopee Public Schools

Project Number: 201610975

Shipped By: Carole Nelson Date of Shipment to Lab: 3/31/17

Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
697207-9	11/9/16	3/27/17	District Office	Welcome Center	Top of snack vending machine	
524573-3	11/9/16	-	District Office	Community Ed	Top of 5 cloth covered cabinets/shelves	
350826-4	11/9/16	-	District Office	Community Ed	Top of 5 cloth covered cabinets/shelves	Duplicate
707863-7	11/9/16	3/27/17	District Office	SPED Supervisors	Lower TV mount	
214819-5	11/9/16	3/27/17	District Office	Food Service	NE grey cabinet by plant	
924193-6	11/9/16	3/27/17	District Office	Board Room	By coffee pot	found on the ground
985238-6	11/9/16	3/27/17	District Office	T& L Conference Room	By coffee pot	
723469-3	11/9/16	3/27/17	District Office	Kain's Office	Top of wooden shelves	
748325-8	11/9/16	3/27/17	District Office	HR/Fin	Top wooden shelf, by microwave	
659717-3	11/9/16	3/27/17	District Office	Staff Break Room	Top of cabinet above shelf	
157468-0	11/9/16	3/27/17	District Office	HR/Fin Conference Room #1	E shelves, top	
122771-9	11/9/16	3/27/17	District Office	Near Cindy's Cubicle	Top of metal box in Cindy's cubicle (as marked on the map - Cindy no longer is in the same cubicle)	

Radon Alpha Track Detector Log

IEA, Inc.

9201 West Broadway, Suite 600

Brooklyn Park, MN 55445

763-315-7900



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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
185964-4	11/9/16	3/27/17	District Office	Near Holley's Cubicle	Top of wooden mail slots	
693123-2	11/9/16	3/27/17	District Office	Dave's Office	Top of grey cabinets	
489590-5	11/9/16	3/27/17	District Office	Near Allison's Cubicle	S white metal cabinet top	
160484-2	11/9/16	3/27/17	District Office	John's Office	Top of wall mounted shelves	
156878-1	11/9/16	3/27/17	District Office	Rod's Office	Behind door	
507393-7	11/9/16	3/27/17	District Office	Teaching and Learning TASAs	Top of N wood shelving	
747886-0	11/9/16	3/27/17	District Office	Technology	W wall small grey metal shelves	
747987-6	11/9/16	3/27/17	District Office	Main Hall	Blank	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
708240-7	11/9/16	3/27/17	Eagle Creek Elementary	Admin Office	Behind Printer	
109390-5	11/9/16	3/27/17	Eagle Creek Elementary	Health Office	Top of cabinet behind main desk near	
601428-6	11/9/16	3/27/17	Eagle Creek Elementary	Room 226	Top of Fridge	
366921-5	11/9/16	3/27/17	Eagle Creek Elementary	Room 130	Behind printer under flag	
667056-6	11/9/16	3/27/17	Eagle Creek Elementary	Room 129	Behind baby pictures on cabinet	
658474-2	11/9/16	-	Eagle Creek Elementary	Room 126	Behind Board	
107102-6	11/9/16	3/27/17	Eagle Creek Elementary	Room 101	Top of white wooden shelf right of sink	
210362-0	11/9/16	3/27/17	Eagle Creek Elementary	Room 101	Top of white wooden shelf right of sink	Duplicate
203730-7	11/9/16	3/27/17	Eagle Creek Elementary	Room 103	Top of shelf near flag/globe	
110476-9	11/9/16	3/27/17	Eagle Creek Elementary	Room 104	Behind Board	
928918-2	11/9/16	3/27/17	Eagle Creek Elementary	Room 105	Behind globe near flag	
118436-5	11/9/16	3/27/17	Eagle Creek Elementary	Trout Pod	Top of glass wall under exit sign	
215629-7	11/9/16	3/27/17	Eagle Creek Elementary	Room 110	Top of shelf near flag	
413083-7	11/9/16	-	Eagle Creek Elementary	Sunfish Pod	Behind cabinet under exit sign	
631999-0	11/9/16	3/27/17	Eagle Creek Elementary	Room 111	Teachers desk	
798057-6	11/9/16	3/27/17	Eagle Creek Elementary	Room 112	Behind globe near corner	
207975-4	11/9/16	3/27/17	Eagle Creek Elementary	Room 113	Top of file cabinet near board behind	
157709-7	11/9/16	3/27/17	Eagle Creek Elementary	Room 114	Behind file cabinet on board ledge	
212436-0	11/9/16	3/27/17	Eagle Creek Elementary	Room 118	Top of cabinet near teachers desk	
966802-1	11/9/16	3/27/17	Eagle Creek Elementary	Room 119	Behind teachers desk on top of cabinet	
783254-6	11/9/16	3/27/17	Eagle Creek Elementary	Room 120	Cabinet near desk - behind globe	
519596-1	11/9/16	3/27/17	Eagle Creek Elementary	Walleye Pod	Top of cabinet near room 117	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
587637-0	11/9/16	-	Eagle Creek Elementary	Room 121	Behind Ipad station	
292638-4	11/9/16	-	Eagle Creek Elementary	Room 123	Top of filing cabinet near teachers desk	
659958-3	11/9/16	-	Eagle Creek Elementary	Cafeteria	Behind TV mount	
160607-8	11/9/16	3/27/17	Eagle Creek Elementary	Cafeteria	Behind TV mount	Duplicate
115629-8	11/9/16	3/27/17	Eagle Creek Elementary	Kitchen	Top of fan in dishroom	
2147782-5	11/9/16	3/27/17	Eagle Creek Elementary	Room 124	Top of Projector	
789909-9	11/9/16	3/27/17	Eagle Creek Elementary	Gym	Top of exit sign near cafeteria	
282936-1	11/9/16	3/27/17	Eagle Creek Elementary	Gym	Top of exit sign near cafeteria	Duplicate
955044-3	11/9/16	-	Eagle Creek Elementary	Room 116	Behind shelving near sink - next to door	
6389982-9	11/9/16	3/27/17	Eagle Creek Elementary	Room 108	Top of cabinet under clock	
563222-9	11/9/16	3/27/17	Eagle Creek Elementary	Main Hall	Blank	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
648968-6	11/9/16	3/27/17	Jackson Elementary	Office	By Printer	
999952-5	11/9/16	3/27/17	Jackson Elementary	Social Worker Office	Top of file cabinet	
947064-2	11/9/16	3/27/17	Jackson Elementary	Nurse's Office	Top of file cabinet	
913070-9	11/9/16	3/27/17	Jackson Elementary	Workroom	Behind Phone on desk	
153834-7	11/9/16	3/27/17	Jackson Elementary	Performance Room 130	top of microwave	
401026-0	11/9/16	3/27/17	Jackson Elementary	Lev Lib 129	top of drink vending machine	
164086-9	11/9/16	3/27/17	Jackson Elementary	Room 127	By computer	
565679-8	11/9/16	3/27/17	Jackson Elementary	Room 127	By computer	Duplicate
714506-3	11/9/16	3/27/17	Jackson Elementary	Music 126	North East corner cabinet	behind pictures
515994-2	11/9/16	-	Jackson Elementary	Gym	South corner clock-cage	
989537-6	11/9/16	-	Jackson Elementary	Gym	South corner clock-cage	Duplicate
783908-7	11/9/16	3/27/17	Jackson Elementary	Staff Lounge	South West wall, top of wooden cabinets	not a staff lounge any more - placed on exterior wall
704962-0	11/9/16	-	Jackson Elementary	Cafeteria	SE wall, top of wooden rolling cabinet	
136666-5	11/9/16	3/27/17	Jackson Elementary	Kitchen	top of the grey wall mounted box	South West corner of the kitchen
795718-6	11/9/16	3/27/17	Jackson Elementary	Thole Pod	Top of large wooden cabinet/shelf	by the clock
116503-4	11/9/16	3/27/17	Jackson Elementary	Room 123	left of door, on top of the cabinet	the hallway door
351916-2	11/9/16	3/27/17	Jackson Elementary	Room 120	right of door, on top of the cabinet	
744501-8	11/9/16	3/27/17	Jackson Elementary	Room 119	by photograph on teacher's desk	behind phone
900428-4	11/9/16	3/27/17	Jackson Elementary	Room 118	right of door, on top of the cabinet	
971081-5	11/9/16	3/27/17	Jackson Elementary	Room 114	on top of cabinet, North East wall	on the East side of the cabinet
498976-0	11/9/16	3/27/17	Jackson Elementary	Room 116	top of file cabinet by teacher's desk	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
996983-3	11/9/16	3/27/17	Jackson Elementary	Pike Pod	top of South corner file cabinet	
613616-2	11/9/16	3/27/17	Jackson Elementary	Room 113	Teacher's desk by phone	
716209-2	11/9/16	3/27/17	Jackson Elementary	Room 112	top of cabinet to the left of the door	behind pictures
746918-2	11/9/16	3/27/17	Jackson Elementary	Room 111	top of counter, South corner	behind box
728038-1	11/9/16	3/27/17	Jackson Elementary	Room 110	Top of wooden cabinet	by teacher's desk
405555-4	11/9/16	3/27/17	Jackson Elementary	Room 108	Behind Phone on teacher's desk	
137609-4	11/9/16	3/27/17	Jackson Elementary	O'Dowd Pod	Top of file cabinet by desk in West corner	
723664-9	11/9/16	3/27/17	Jackson Elementary	Room 105	left of door, on top of the cabinet	
570704-7	11/9/16	3/27/17	Jackson Elementary	Room 104	top of counter, South East corner	behind the light
601897-2	11/9/16	3/27/17	Jackson Elementary	Room 103	top of wooden cabinet	by Teacher's desk, behind photo
718034-2	11/9/16	-	Jackson Elementary	Room 101	top of cabinet by teacher's desk	by globe
513668-4	11/9/16	3/27/17	Jackson Elementary	Main Hall	Blank	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
613376-3	11/9/16	3/27/17	Pearson Middle School	Room 101/102	Facing the front, above the sink cabinet	The rooms are connected
752385-5	11/9/16	3/27/17	Pearson Middle School	Room 100	Behind the teacher's desk on the cabinet	
982346-9	11/9/16	3/27/17	Pearson Middle School	Cafeteria	on top of the volume control box	
211137-5	11/9/16	3/27/17	Pearson Middle School	Kitchen 1	Behind the phone on the desk	
771756-4	11/9/16	3/27/17	Pearson Middle School	Custodial	on the file cabinet on the desk	
133150-3	11/9/16	3/27/17	Pearson Middle School	Kitchen 2	on top of the oven warmer	
255203-2	11/9/16	--	Pearson Middle School	Lounge	on top of the vending machine	
170417-0	11/9/16	3/27/17	Pearson Middle School	Main Office	Next to the phone on the main desk	
634147-3	11/9/16	3/27/17	Pearson Middle School	Nurse	above the main desk	
785227-0	11/9/16	3/27/17	Pearson Middle School	Room 133	on cabinet when you first walk in	
197333-8	11/9/16	--	Pearson Middle School	Room 138	on the cabinet next to the globe	
771664-0	11/9/16	3/27/17	Pearson Middle School	Room 131	Next to the teacher's phone	
160595-5	11/9/16	3/27/17	Pearson Middle School	Gym	on the exit light above the South West door	
924497-1	11/9/16	3/27/17	Pearson Middle School	Gym	on the fire box, the North side	Duplicate
542158-1	11/9/16	3/27/17	Pearson Middle School	Room 129	to the right of the teacher's computer	
554901-9	11/9/16	3/27/17	Pearson Middle School	Room 127	on the shelf on the far end of the room	
719007-7	11/9/16	3/27/17	Pearson Middle School	Room 126	above and right of the teacher's desk	
776070-5	11/9/16	3/27/17	Pearson Middle School	Room 125	above and left of the teacher's desk	
924327-0	11/9/16	3/27/17	Pearson Middle School	Room 124	above and left of the teacher's desk	
160729-0	11/9/16	3/27/17	Pearson Middle School	Room 123	above and right of the teacher's desk	Next to the turtles
214171-1	11/9/16	3/27/17	Pearson Middle School	Room 122	above and right of the teacher's desk	next to the lamp
757115-1	11/9/16	3/27/17	Pearson Middle School	Room 121	above and left of the teacher's desk	by the pictures

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			Building	Room Number	Position in Room	
474143-5	11/9/16	3/27/17	Pearson Middle School	Room 120	above and right of the teacher's desk	next to the cleaning supplies
661667-6	11/9/16	3/27/17	Pearson Middle School	Room 119	on the book shelf next to the teacher's desk	
490957-8	11/9/16	3/27/17	Pearson Middle School	Room 118	above and right of the teacher's desk	in front of the map
268715-0	11/9/16	3/27/17	Pearson Middle School	Room 117	above and left of the teacher's desk	next to the award
747804-3	11/9/16	3/27/17	Pearson Middle School	Room 116	above and right of the teacher's desk	next to the globe
702296-5	11/9/16	3/27/17	Pearson Middle School	Room 115	above and left of the teacher's desk	next to the birdhouse
157369-0	11/9/16	3/27/17	Pearson Middle School	Media Center	on top of the utensil drawers	
772175-6	11/9/16	-	Pearson Middle School	Media Office	on the computer desk	
642692-8	11/9/16	3/27/17	Pearson Middle School	Room 114	above and left of the teacher's desk	Next to Snoopy
748576-6	11/9/16	3/27/17	Pearson Middle School	Room 113	Behind the projector screen	
970419-8	11/9/16	3/27/17	Pearson Middle School	Room 112	Behind the projector screen	
783823-8	11/9/16	3/27/17	Pearson Middle School	Room 111	Behind the projector screen	
172725-4	11/9/16	3/27/17	Pearson Middle School	Room 110	above and left of the teacher's desk	next to the flag
774408-9	11/9/16	3/27/17	Pearson Middle School	Room 109	above and right of the teacher's desk	next to the shells
750852-6	11/9/16	3/27/17	Pearson Middle School	Room 108	Above the teacher's desk on a shelf	next to the bear
134728-5	11/9/16	3/27/17	Pearson Middle School	Room 107	On a shelf next to the teacher's desk	next to the award
151310-0	11/9/16	3/27/17	Pearson Middle School	Room 105	above and right of the teacher's desk	next to the cupcake
166633-8	11/9/16	3/27/17	Pearson Middle School	Room 105	Behind the projector screen	Duplicate
350881-9	11/9/16	3/27/17	Pearson Middle School	Room 103	Behind the projector screen	
354169-5	11/9/16	3/27/17	Pearson Middle School	Room 104	Behind the projector screen	
389459-9	11/9/16	3/27/17	Pearson Middle School	Main Hall	Blank	

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			Building	Room Number	Position in Room	
608763-9	11/9/16	3/27/17	Red Oak Elementary	Office	Behind desk's in "cove"	
271119-0	11/9/16	3/27/17	Red Oak Elementary	Health	Top of Fridge	
766379-2	11/9/16	3/27/17	Red Oak Elementary	Room 202	Behind Printer	
300030-4	11/9/16	3/27/17	Red Oak Elementary	Room 106	Right side windows (indoor window)	
502008-6	11/9/16	3/27/17	Red Oak Elementary	Music	Top of cabinet left of door 101	
172900-3	11/9/16	3/27/17	Red Oak Elementary	Room 105	Near window	
561483-9	11/9/16	3/27/17	Red Oak Elementary	Room 103	Desk - Top Drawer	
126675-8	11/9/16	3/27/17	Red Oak Elementary	Room 101	Top of Cabinet right of door	
731676-3	11/9/16	--	Red Oak Elementary	Oriole Pod	Near 124 on top of cabinet near plant	
785653-7	11/9/16	3/27/17	Red Oak Elementary	Room 122	Behind board	
945928-0	11/9/16	3/27/17	Red Oak Elementary	Room 122	Behind board	Duplicate
718332-0	11/9/16	3/27/17	Red Oak Elementary	Room 124	Behind board	
213933-5	11/9/16	3/27/17	Red Oak Elementary	Room 125	Behind Ipad Station	
997312-4	11/9/16	3/27/17	Red Oak Elementary	Room 126	Behind board	
191755-8	11/9/16	-	Red Oak Elementary	Room 142	Top of blinds near flag	
150886-0	11/9/16	3/27/17	Red Oak Elementary	Room 143	Behind board	
573263-1	11/9/16	3/27/17	Red Oak Elementary	Room 144	Behind board	
123415-2	11/9/16	3/27/17	Red Oak Elementary	Room 145	Behind board	
338185-2	11/9/16	3/27/17	Red Oak Elementary	Room 146	Behind sink	
185916-4	11/9/16	3/27/17	Red Oak Elementary	Room 163	Behind Board	
719050-7	11/9/16	3/27/17	Red Oak Elementary	Room 164	Behind Ipad Station	
124765-9	11/9/16	3/27/17	Red Oak Elementary	Room 165	Behind board	

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			Building	Room Number	Position in Room	
371251-0	11/9/16	3/27/17	Red Oak Elementary	Room 166	Behind board	
668932-7	11/9/16	--	Red Oak Elementary	Eagle Pod	Behind Printer	
577768-5	11/9/16	3/27/17	Red Oak Elementary	Room 132	Behind board	
972546-6	11/9/16	-	Red Oak Elementary	Room 131	Top of cabinet by teachers desk	
364218-4	11/9/16	-	Red Oak Elementary	Gym	Above exit sign near main entrance	
228204-4	11/9/16	-	Red Oak Elementary	Gym	Above exit sign near main entrance	
383060-1	11/9/16	-	Red Oak Elementary	Lounge	Top of Fridge	
503647-0	11/9/16	3/27/17	Red Oak Elementary	Cafeteria	Top of emergency phone	
121632-4	11/9/16	3/27/17	Red Oak Elementary	Cafeteria	Top of emergency phone	Duplicate
760120-6	11/9/16	3/27/17	Red Oak Elementary	Kitchen	Top of rack with silverware	
390500-7	11/9/16	3/27/17	Red Oak Elementary	Main Hall	Blank	

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			Building	Room Number	Position in Room	
785198-3	11/9/16	3/27/17	Shakopee East Junior High School	Office	Behind speakers near door of Room D	
932554-9	11/9/16	3/27/17	Shakopee East Junior High School	Office Room D	Behind Printer	
989543-4	11/9/16	3/27/17	Shakopee East Junior High School	Room 103	On Tv stand	
684363-5	11/9/16	3/27/17	Shakopee East Junior High School	Room 105	Above Sink	
460329-6	11/9/16	3/27/17	Shakopee East Junior High School	Room 107	Shelf above sink to right of door	
684466-6	11/9/16	3/27/17	Shakopee East Junior High School	Room 109	Top of cabinet next to door	
53967-3	11/9/16	3/27/17	Shakopee East Junior High School	Room 102	Above cabinet #6	
721167-5	11/9/16	3/27/17	Shakopee East Junior High School	Room 100	Above cabinet #3	
756670-6	11/9/16	3/27/17	Shakopee East Junior High School	Room 100	Above Cabinet #3	Duplicate
994763-1	11/9/16	-	Shakopee East Junior High School	Room 202	Top of cabinet on left above computer	
209446-4	11/9/16	3/27/17	Shakopee East Junior High School	Room 200	Top of Tv stand	
972879-1	11/9/16	3/27/17	Shakopee East Junior High School	Room 201	Top of Electrical Panel	
146449-4	11/9/16	3/27/17	Shakopee East Junior High School	Room 206	Top of Shelf above sink	
103773-8	11/9/16	3/27/17	Shakopee East Junior High School	Media Center	Near printers behind main desk	
741359-4	11/9/16	3/27/17	Shakopee East Junior High School	Room 207	top of cabinet near clock	
648874-6	11/9/16	3/27/17	Shakopee East Junior High School	Room 212	top of cabinet next to door	

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			Building	Room Number	Position in Room	
229222-5	11/9/16	3/27/17	Shakopee East Junior High School	Room 213	Top of cabinet straight back	
742941-8	11/9/16	3/27/17	Shakopee East Junior High School	Room 216	Above goggle cabinet	
157218-9	11/9/16	3/27/17	Shakopee East Junior High School	Room 217	Top of cabinet behind teachers desk	
901973-8	11/9/16	3/27/17	Shakopee East Junior High School	Room 215	Top of wooden cabinet front of room	
676267-8	11/9/16	3/27/17	Shakopee East Junior High School	Room 224	Top of cabinet behind desk	
206402-0	11/9/16	3/27/17	Shakopee East Junior High School	Room 220	Top of teachers cabinet	
760380-6	11/9/16	3/27/17	Shakopee East Junior High School	Room 221	Top of cabinet near statue	
653404-4	11/9/16	3/27/17	Shakopee East Junior High School	Room 218	Top of cabinet behind teachers desk	
996972-6	11/9/16	3/27/17	Shakopee East Junior High School	Room 226	Top of Tv stand	
157886-3	11/9/16	3/27/17	Shakopee East Junior High School	Custodial Office	Top of fridge	
170020-2	11/9/16	3/27/17	Shakopee East Junior High School	Kitchen	Top of fan on left side	
128470-2	11/9/16	3/27/17	Shakopee East Junior High School	Cafeteria	Top of fire alarm near main door	
906876-8	11/9/16	3/27/17	Shakopee East Junior High School	Cafeteria	Top of fire alarm near main door	Duplicate
659927-8	11/9/16	-	Shakopee East Junior High School	Gym #1	Top of fire alarm near main door	
634803-1	11/9/16	-	Shakopee East Junior High School	Gym #2	Above motion detector in corner on left	
608948-6	11/9/16	3/27/17	Shakopee East Junior High School	Band 111	Top of instrument lockers next to door/pencil sharpener	
153941-0	11/9/16	-	Shakopee East Junior High School	Chorus 110	Top of Fire alarm near right corner	
997197-7	11/9/16	3/27/17	Shakopee East Junior High School	Main Hall	Blank	

Radon Alpha Track Detector Log

IEA, Inc.

9201 West Broadway, Suite 600

Brooklyn Park, MN 55445

763-315-7900



District: Shakopee Public Schools
 Project Number: 201610975
 Shipped By: Carole Nelson

Date of Shipment to Lab: 3/31/17

Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
160292-9	11/9/16	3/27/17	Shakopee High School	Main Office	Office entryway, Behind badge maker on N wall	
137873-6	11/9/16	3/27/17	Shakopee High School	Main Office	Conference room, top of mounted white board	
710255-1	11/9/16	-	Shakopee High School	Room E110	Fan file cabinet, behind plant	
163101-9	11/9/16	-	Shakopee High School	Room E110	Fan file cabinet, behind plant	Duplicate
718974-9	11/9/16	3/27/17	Shakopee High School	Room E112	Top of desk, SE corner of room	
731079-0	11/9/16	3/27/17	Shakopee High School	Room E113A	NE Corner desk, by phone	
720981-0	11/9/16	3/27/17	Shakopee High School	Room E115	Top of E wall bookshelf, by plant	
252575-6	11/9/16	-	Shakopee High School	Room E116	Top of N wall file cabinet	
656691-3	11/9/16	3/27/17	Shakopee High School	Staff	Top of central file cabinet cluster	
697672-4	11/9/16	3/27/17	Shakopee High School	Room E141	Top of NW file cabinets	
557402-5	11/9/16	3/27/17	Shakopee High School	Room E142	Top of N wall file cabinet, by plant	
143836-5	11/9/16	3/27/17	Shakopee High School	Room E144	Top of S wall divider	
745751-8	11/9/16	3/27/17	Shakopee High School	Room E145	Top of E wall mounted cabinets	
553288-2	11/9/16	3/27/17	Shakopee High School	Room E147	Top of wall mounted cabinets, N corner	
583725-7	11/9/16	3/27/17	Shakopee High School	Room E148	Top of large cabinets immediately right after entering	
169417-3	11/9/16	3/27/17	Shakopee High School	Room E149	Top of wall mounted bookshelf, SE wall, E side	
132991-1	11/9/16	3/27/17	Shakopee High School	Room E152	Top of wood cabinet immediately left after entering	

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			Building	Room Number	Position in Room	
525113-7	11/9/16	3/27/17	Shakopee High School	Room E151	Top of wall mounted cabinets, SW wall, W side	
586861-7	11/9/16	3/27/17	Shakopee High School	Room E170	Top of large metal wire cabinets immediately left of door after entering	
713987-6	11/9/16	3/27/17	Shakopee High School	Room E172	Top of large wooden cabinet left of door after entering	
191457-1	11/9/16	3/27/17	Shakopee High School	Room E173	Teacher's desk, by lamp	
996627-6	11/9/16	3/27/17	Shakopee High School	Career Center	On TV mount, left side	
485787-6	11/9/16	3/27/17	Shakopee High School	Room C 132 Staff	Top of fridge	
197532-5	11/9/16	3/27/17	Shakopee High School	Nurse's Office	Top of file cabinet by fridge	
683872-6	11/9/16	3/27/17	Shakopee High School	Staff Next to S110	Top of S wall file cabinets, E side	
969347-4	11/9/16	-	Shakopee High School	Room S110	Top of W wall file-cabinet	
418936-1	11/9/16	-	Shakopee High School	Room S111	Top of S wall wood-bookshelf	
173813-7	11/9/16	-	Shakopee High School	Room S112	Top of W wall file-cabinet	
979220-1	11/9/16	3/27/17	Shakopee High School	Room S113	Top of E wall file cabinet	
628264-4	11/9/16	3/27/17	Shakopee High School	Room S114	Top of N wall large grey plastic cabinet	
752612-2	11/9/16	3/27/17	Shakopee High School	Room S115	Top of E wood desk	
355014-2	11/9/16	3/27/17	Shakopee High School	Room S116	Top of NE corner triangle desk, behind plant	Found on the floor
233552-9	11/9/16	3/27/17	Shakopee High School	Staff Next to S131	Top of central file cabinets	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
999753-7	11/9/16	-	Shakopee High School	Large Gymnasium	Top of NW exit sign	
988701-9	11/9/16	-	Shakopee High School	Multipurpose Room	NE speaker mount	Area under construction -- unable to pick up.
146495-7	11/9/16	-	Shakopee High School	Auxiliary Gym 1	Top of E exit sign	
769120-7	11/9/16	-	Shakopee High School	Auxiliary Gym 2	Top of SW exit sign	
213653-9	11/9/16	3/27/17	Shakopee High School	W117 Fitness Center	Top of file cabinet in smaller office area	
579162-9	11/9/16	3/27/17	Shakopee High School	Kitchen	Top of very N wall fire alarm box under clock	
676242-1	11/9/16	3/27/17	Shakopee High School	Choir	Top of black wall mounted box, N wall	
729174-3	11/9/16	3/27/17	Shakopee High School	Choir Office	Top of W wall wooden bookshelf	
423976-0	11/9/16	--	Shakopee High School	Band	Top of NE wall cabinets	
707074-1	11/9/16	3/27/17	Shakopee High School	Multi-Purpose Room near Band	Top of projector mount	
785408-6	11/9/16	3/27/17	Shakopee High School	Practice Room	Practice Room B, behind left speaker	
108156-1	11/9/16	3/27/17	Shakopee High School	Stage Area	Side of W pillar	
157311-2	11/9/16	3/27/17	Shakopee High School	Auditorium	W wall near NW door, wall crevice	
671223-6	11/9/16	3/27/17	Shakopee High School	Auditorium	W wall near NW door, wall crevice	Duplicate
569373-4	11/9/16	-	Shakopee High School	Open Area Outside Main office	Top of fire alarm by door to auditorium	
210686-2	11/9/16	3/27/17	Shakopee High School	Main Hall	Blank	

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			Building	Room Number	Position in Room	
475095-6	11/9/16	3/27/17	Shakopee West Junior High School	Main Office	Behind the Office Assistant's Computer	
712207-0	11/9/16	3/27/17	Shakopee West Junior High School	Lounge 130	On top of the office mail boxes	
116678-4	11/9/16	-	Shakopee West Junior High School	Room 129	Behind the projector-screen	
243784-6	11/9/16	3/27/17	Shakopee West Junior High School	Auditorium	On top of the Exit sign for the west door	
650934-3	11/9/16	3/27/17	Shakopee West Junior High School	Auditorium	On top of the Exit sign for the North East door	Duplicate
764521-1	11/9/16	3/27/17	Shakopee West Junior High School	Band Room	On top of the sound panel	
130837-8	11/9/16	3/27/17	Shakopee West Junior High School	Choir Room	On the Teacher's brown cabinet behind desk	
999857-6	11/9/16	--	Shakopee West Junior High School	Gymnasium	On the exit sign above the south entrance	
757177-1	11/9/16	3/27/17	Shakopee West Junior High School	Cafeteria	On top of the Fire Alarm box	
781283-7	11/9/16	3/27/17	Shakopee West Junior High School	Kitchen	Behind the coffee maker.	
968072-9	11/9/16	3/27/17	Shakopee West Junior High School	Room 141	On the File cabinets	
997248-0	11/9/16	3/27/17	Shakopee West Junior High School	Room 142	Behind the teacher's desk on the JVC (sound box)	
593056-5	11/9/16	3/27/17	Shakopee West Junior High School	Room 143	On the shelf above the first entrance	Next to the Chess board
994479-4	11/9/16	3/27/17	Shakopee West Junior High School	Room 144	On the white shelf next to the teachers desk	
112154-0	11/9/16	3/27/17	Shakopee West Junior High School	Weight Room	On top of the West side exit sign	
948609-1	11/9/16	3/27/17	Shakopee West Junior High School	Multi-Purpose Room	on the West side clock	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
780615-1	11/9/16	3/27/17	Shakopee West Junior High School	Custodial Office	Behind the Main computer	
484263-9	11/9/16	3/27/17	Shakopee West Junior High School	Room 126	Above the paper towel dispenser in the teachers work station	
192796-1	11/9/16	3/27/17	Shakopee West Junior High School	Room 128	Next to the Teachers sewing machine	
562917-5	11/9/16	3/27/17	Shakopee West Junior High School	Room 125	On teacher's desk	By the Green Lamp
631852-1	11/9/16	3/27/17	Shakopee West Junior High School	Room 123	By the speakers on the Teacher's file cabinet	
764732-4	11/9/16	3/27/17	Shakopee West Junior High School	Room 112	Next to the Phone on the teacher's desk	
207618-0	11/9/16	3/27/17	Shakopee West Junior High School	Room 111	on the file cabinet behind the teacher's desk	
120946-9	11/9/16	3/27/17	Shakopee West Junior High School	Room 110	Metal cabinet behind the teacher's desk	
434654-0	11/9/16	3/27/17	Shakopee West Junior High School	Room 121	On the teacher's desk under their lamp	
690607-7	11/9/16	3/27/17	Shakopee West Junior High School	Room 119	By the speakers next to the teacher's desk	
997386-8	11/9/16	3/27/17	Shakopee West Junior High School	Room 120	On top of the projector	
220232-3	11/9/16	3/27/17	Shakopee West Junior High School	Room 117	Behind the teacher's desk on the wooden shelves	next to the soccer ball
940535-8	11/9/16	3/27/17	Shakopee West Junior High School	Room 115	On the file cabinet, behind the phone	
577713-1	11/9/16	3/27/17	Shakopee West Junior High School	Room 116	Behind the teacher's computer	
610535-7	11/9/16	3/27/17	Shakopee West Junior High School	Room 114	In front of the Teacher's phone	
534813-1	11/9/16	-	Shakopee West Junior High School	Room 113	Behind the teacher's computer	

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			Building	Room Number	Position in Room	
691078-0	11/9/16	3/27/17	Shakopee West Junior High School	Media Center 108	At the main desk behind the phone	
588671-8	11/9/16	-	Shakopee West Junior High School	Room 106	On the teacher's desk behind the picture	
278879-2	11/9/16	3/27/17	Shakopee West Junior High School	Room 105	On the book shelf behind the teacher's desk next to speakers.	
531236-8	11/9/16	-	Shakopee West Junior High School	Room 104	on top of the book shelf, next to the teachers desk	
181900-2	11/9/16	-	Shakopee West Junior High School	Room 104	under the flag in the corner on a cabinet	Duplicate
214317-0	11/9/16	3/27/17	Shakopee West Junior High School	Room 102	Behind the emergency shower head on shelf	
503283-4	11/9/16	3/27/17	Shakopee West Junior High School	Room 101	Behind the emergency shower head on shelf	
341702-9	11/9/16	3/27/17	Shakopee West Junior High School	Student Services	On the registers desk	
390693-0	11/9/16	3/27/17	Shakopee West Junior High School	Main Hall	Blank	

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
714954-5	11/9/16	--	Sun Path Elementary	Office	Behind the main desk	in front of the picture
971116-9	11/9/16	--	Sun Path Elementary	Nurse's Office	On their main desk	
531332-5	11/9/16	3/27/17	Sun Path Elementary	Band 129	Next to the piano on the cabinet	
993202-1	11/9/16	3/27/17	Sun Path Elementary	Room 131	on the shelf in the back of the room	
777627-1	11/9/16	-	Sun Path Elementary	Room 133	on first bookshelf to the right	
209254-2	11/9/16	3/27/17	Sun Path Elementary	Music 135	On the Teacher's desk	
226789-6	11/9/16	-	Sun Path Elementary	Gym	in the Fire alarm cage	
707263-0	11/9/16	3/27/17	Sun Path Elementary	Room 160	next to the coffee maker	
789552-7	11/9/16	3/27/17	Sun Path Elementary	Cafeteria	On top of the exit sign for door A	
216418-4	11/9/16	3/27/17	Sun Path Elementary	Cafeteria	hanging on the wire under the clock	Duplicate
421849-1	11/9/16	3/27/17	Sun Path Elementary	Kitchen	behind the radio	
103496-6	11/9/16	-	Sun Path Elementary	Room 146	Next to the teacher's lamp	
945266-5	11/9/16	3/27/17	Sun Path Elementary	Maple Cluster	outside of 153 on top of the mail boxes	
972465-9	11/9/16	3/27/17	Sun Path Elementary	Room 150	Behind the teacher's phone	
538815-2	11/9/16	3/27/17	Sun Path Elementary	Room 151	Behind the teacher's phone	
989483-3	11/9/16	3/27/17	Sun Path Elementary	Room 152	Behind the teacher's phone	
462629-7	11/9/16	3/27/17	Sun Path Elementary	Room 153	Behind the teacher's phone	
109483-8	11/9/16	3/27/17	Sun Path Elementary	Room 154	in the corner of the teacher's desk	
111803-3	11/9/16	3/27/17	Sun Path Elementary	Room 119	Behind the teacher's phone	
153132-6	11/9/16	3/27/17	Sun Path Elementary	Room 120	Behind the teacher's phone	
992366-5	11/9/16	3/27/17	Sun Path Elementary	Spruce Cluster	Outside of 121 on the bookshelf	
605691-5	11/9/16	-	Sun Path Elementary	Room 121	on the book shelf to the right of the door	

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			Building	Room Number	Position in Room	
142759-0	11/9/16	3/27/17	Sun Path Elementary	Room 121	Behind the teacher's phone	Duplicate
208231-1	11/9/16	3/27/17	Sun Path Elementary	Room 122	Behind the teacher's phone	
781217-5	11/9/16	3/27/17	Sun Path Elementary	Room 123	In the top mail box on the left wall	
337154-9	11/9/16	3/27/17	Sun Path Elementary	Room 107	Behind the teacher's phone	
706130-2	11/9/16	3/27/17	Sun Path Elementary	Room 106	On the Teacher's desk	next to the yellow buckets
988765-4	11/9/16	3/27/17	Sun Path Elementary	Birch Cluster	outside of 104 on the book shelf	
693642-1	11/9/16	3/27/17	Sun Path Elementary	Room 105	Behind the teacher's phone	
493044-2	11/9/16	3/27/17	Sun Path Elementary	Room 103	under the staplers on the teacher's desk	
756611-0	11/9/16	3/27/17	Sun Path Elementary	Room 124	Behind the teacher's phone	
597969-5	11/9/16	3/27/17	Sun Path Elementary	Main Hall	Blank	

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			Building	Room Number	Position in Room	
538679-2	11/9/16	-	Sweeney Elementary	Office	On top of the Grey file cabinets by plant	
570161-0	11/9/16	3/27/17	Sweeney Elementary	Nurse's Office	On top of the cabinet above sink	
667337-0	11/9/16	3/27/17	Sweeney Elementary	Work Room	Immediately right of door on cabinet	
978750-3	11/9/16	3/27/17	Sweeney Elementary	ESL Room 111	Top of snack vending machine	This is the staff lounge
320674-5	11/9/16	3/27/17	Sweeney Elementary	Room 110	left of door on the brown cabinet	
968040-6	11/9/16	3/27/17	Sweeney Elementary	Room 109B	top of cabinet along East wall	
769262-7	11/9/16	3/27/17	Sweeney Elementary	Room 109A HP	Top of black cabinet along East wall	
523488-5	11/9/16	3/27/17	Sweeney Elementary	Room 108	Top of grey file cabinet by door	behind the pictures
778723-7	11/9/16	3/27/17	Sweeney Elementary	Room 107	Top of cabinets along the North wall	Center of cabinets
763935-4	11/9/16	3/27/17	Sweeney Elementary	Room 106	Top of cabinet above sink	
202274-7	11/9/16	3/27/17	Sweeney Elementary	Room 012	Top of South West corner file cabinet	
769488-8	11/9/16	3/27/17	Sweeney Elementary	Room 011	Top of black cabinet by teacher's desk	
707715-9	11/9/16	3/27/17	Sweeney Elementary	Room 010	behind lamp by sink	
722796-0	11/9/16	3/27/17	Sweeney Elementary	Room 009	Top of South West corner file cabinet	
103798-5	11/9/16	3/27/17	Sweeney Elementary	Room 008	Behind Phone on Teacher's desk	
561802-0	11/9/16	3/27/17	Sweeney Elementary	Room 007	Top of shelf above teacher's desk	
696851-5	11/9/16	3/27/17	Sweeney Elementary	Room 006	Top of black cabinet by teacher's desk	
413050-6	11/9/16	3/27/17	Sweeney Elementary	Room 005	Top of shelf above teacher's desk	
699831-4	11/9/16	-	Sweeney Elementary	Room 004	Top of South East corner cabinet/shelf	
243325-8	11/9/16	3/27/17	Sweeney Elementary	Media Center	Top of E wall lounge wooden cabinet	Under the clock
612789-8	11/9/16	3/27/17	Sweeney Elementary	Media Center	Top of E wall lounge wooden cabinet	Duplicate
136409-0	11/9/16	3/27/17	Sweeney Elementary	Room 003	Top of small wooden shelves	North West corner

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Detector Number	Installation Date	Collection Date	Sampling Location			Notes (e.g. construction, maintenance)
			Building	Room Number	Position in Room	
696161-9	11/9/16	3/27/17	Sweeney Elementary	Room 003	Top of small wooden shelves	Duplicate
432397-8	11/9/16	3/27/17	Sweeney Elementary	Room 002	Top of cabinet by teacher's desk	behind the pictures
723847-0	11/9/16	3/27/17	Sweeney Elementary	Room 001	Top of shelf above teacher's desk	
797510-5	11/9/16	3/27/17	Sweeney Elementary	Special Services	Top of tan/beige tall metal cabinet	along the East wall
994593-2	11/9/16	3/27/17	Sweeney Elementary	Gym	Top of light cage along West wall	
463832-6	11/9/16	3/27/17	Sweeney Elementary	Gym	Top of light cage along West wall	Duplicate
991983-8	11/9/16	3/27/17	Sweeney Elementary	Custodial Office	Top of South wall mounted cabinet	
771908-1	11/9/16	3/27/17	Sweeney Elementary	Cafeteria	Top of East wall on a mounted box	the box is wooden
577570-5	11/9/16	3/27/17	Sweeney Elementary	Kitchen	South East corner, metal wire shelving	by desk
686460-7	11/9/16	3/27/17	Sweeney Elementary	Art Room 104	top of North wall green metal shelf	Towards the left side
415843-2	11/9/16	3/27/17	Sweeney Elementary	Band Room 102	Top of Wooden cabinet	South East corner
609587-1	11/9/16	3/27/17	Sweeney Elementary	Music Room 103	Top of Wooden cabinet	South East corner
766833-8	11/9/16	3/27/17	Sweeney Elementary	101 Lit Resource	Top of North East corner file cabinet	
975204-9	11/9/16	--	Sweeney Elementary	100 Lounge	Top of wall mounted cabinets	North West corner
970117-8	11/9/16	3/27/17	Sweeney Elementary	Main Hall	Blank	

Appendix D

MDH Reporting Form



School Radon Testing Reporting Form

General Instructions

According to MS 123B.571, radon testing conducted in public school buildings eligible for health and safety (i.e., not charter schools) must be reported to the Minnesota Department of Health.

For the purpose of this form, a building is defined as an occupied facility that has a unique address, including administrative buildings. A building could be a single structure or a complex of structures. For reference, all district owned buildings entered on the Minnesota Department of Education "Facilities Age and Square Footage Report" should be utilized.

Please submit information about the most recent round or cycle of testing conducted for each building, unless this was already reported to MDH in the 4/4/11 survey. We do not need details of prior rounds of testing.

1. Submit summary information and raw data if either of the following apply:
 - a. Radon testing has been completed in a building since the MDH 'School Radon Testing Survey' dated April 4, 2011, or
 - b. Radon testing was completed at some time previously and your district did not report radon testing in the MDH 'School Radon Testing Survey' dated April 4, 2011.
2. Complete one survey for each building tested
3. Submit the survey, raw data (e.g., laboratory analysis report) and a building map to MDH by email, to health.indoorair@state.mn.us
4. If follow-up testing, mitigation, and/or post-mitigation testing is not yet completed, please submit a completed form and raw data when the work is completed.

Contact Person for this Form

Name: _____

Phone: _____

Email: _____

Mailing Address: _____

Radon Results for Each School Building

1. District Name & Number: _____

2. School Building Name: _____

3. School Building Address: _____

4. What type of test kit was used? Manufacturer: _____ Device name: _____

Comments _____

5. When were the test kits retrieved? _____ (month/year)

More than one date can be entered if parts of buildings were tested at different times

Comments _____

6. How long were the test kits deployed in the rooms? _____ (days)

More than one number can be noted if durations varied

Comments: _____

7. Was testing conducted over:

a. Weekends? Yes ___ No ___ b. Holidays or Breaks? Yes ___ No ___

Comments: _____

8. Were all frequently-occupied rooms in contact with the ground tested? Yes ___ No ___

This includes: 1) rooms on grade and; 2) rooms above unoccupied spaces that are in contact with the ground, such as rooms above storage rooms, crawl spaces, tunnels, and boiler rooms. If only a sample or portion of rooms were tested, then respond with 'no'.

Comments: _____

9. How many frequently-occupied rooms were tested? _____

Comments: _____

10. How many frequently-occupied rooms were at or above four picocuries per liter (≥ 4 pCi/L)? _____

Comments: _____

11. Were test results reported at a school board meeting? Yes ___ No ___

If results will be reported at the next meeting, note in comments the month and year of the scheduled meeting in the comments section.

Comments: _____

If one or more rooms ≥ 4 pCi/L, complete Questions 12-14.

12. How many of the rooms ≥ 4 pCi/L had follow-up testing results that were:

- a. ≥ 4 pCi/L _____ b. < 4 pCi/L _____ c. not tested _____

'Follow-up' testing means testing done, prior to any radon mitigation, to confirm or verify initial test results in those rooms ≥ 4 pCi/L are, in fact, ≥ 4 pCi/L. If a continuous radon monitor (CRM) was used, indicate concentration during occupied times. If no follow-up testing was done, write the number of rooms not tested. If follow-up testing will be done in the future, note in comments the planned month and year in the comments section.

Comments: _____

13. How many of the rooms ≥ 4 pCi/L:

- a. were mitigated? _____ b. had other corrective measures? _____

'Mitigated' means building changes such as adjusting the existing HVAC system, increasing fresh air ventilation rate, balancing air flow to rooms, or other such modifications. 'Other corrective measures' could include moving staff out of a room and making a room unoccupied or trying to seal radon entry points. If mitigation or other corrective measure(s) will be completed in the future, note in comments the planned month and year in the comments section.

Comments: _____

14. How many rooms re-tested after mitigation were:

- a. ≥ 4 pCi/L _____ b. < 4 pCi/L _____ c. not tested _____

If post-mitigation re-testing will be completed in the future, note the planned month and year in the comments section.

Comments: _____

2017 Activity Fee Comparisons

Fall Sports	Metro Average	Shakopee	15-16 Participation	15-16 Revenue	Recommended 2017-18 Fees	Effect of increase on 17-18 revenue
Cheer	\$195	\$120	27	\$3,240	\$150	\$4,050
Fall Dance	\$195	\$120	24	\$2,880	\$150	\$3,600
B Cross Country	\$202	\$120	64	\$7,680	\$150	\$9,600
G Cross Country	\$202	\$120	66	\$7,920	\$150	\$9,900
Fball	\$224	\$120	155	\$18,600	\$150	\$23,250
G Swim & Dive	\$211	\$120	61	\$7,320	\$150	\$9,150
B Soccer	\$200	\$120	75	\$9,000	\$150	\$11,250
G Soccer	\$204	\$120	51	\$6,120	\$150	\$7,650
G Tennis	\$199	\$120	39	\$4,680	\$150	\$5,850
Volleyball	\$218	\$120	60	\$7,200	\$175	\$10,500
Winter Sports	Metro Average	Shakopee	15-16 Participation			
B Bball	\$235	\$120	58	\$6,960	\$175	\$10,150
G Bball	\$235	\$120	43	\$5,160	\$175	\$7,525
Comp Cheer	\$199	\$120	18	\$2,160	\$150	\$2,700
Comp Dance	\$208	\$120	38	\$4,560	\$150	\$5,700
B Hockey	\$266	\$120	36	\$4,320	\$175	\$6,300
G Hockey	\$266	\$120	33	\$3,960	\$175	\$5,775
B Swim & Dive	\$211	\$120	51	\$6,120	\$150	\$7,650
Wrestling	\$205	\$120	105	\$12,600	\$175	\$18,375
Spring Sports	Metro Average	Shakopee	15-16 Participation			
Baseball	\$212	\$120	78	\$9,360	\$150	\$11,700
B Golf	\$214	\$120	16	\$1,920	\$150	\$2,400
G Golf	\$214	\$120	21	\$2,520	\$150	\$3,150
B Lax	\$212	\$120	73	\$8,760	\$150	\$10,950
G Lax	\$212	\$120	57	\$6,840	\$150	\$8,550
Softball	\$212	\$120	46	\$5,520	\$150	\$6,900
B Tennis	\$199	\$120	26	\$3,120	\$150	\$3,900
B T/F	\$209	\$120	164	\$19,680	\$150	\$24,600
G T/F	\$209	\$120	179	\$21,480	\$150	\$26,850
				\$199,680		\$257,975
					+	\$58,295

2017 High School Parking Fee Comparisons and Recommendation

	Shakopee Lot	Shakopee	Revenue	Recommended 2017-18	Effect on 2017-18 Revenue	Rosemount	Lakeville	Apple Valley	Prior Lake	Farmington	Burnsville	Average not including Shakopee
Parking Fee: semester							\$125					
Parking Fee: trimester						\$80		\$60		\$55		
Parking Fee: annual	540	\$60	\$32,400	\$100	\$54,000	\$240	\$250	\$180	\$200	\$130	\$100	\$183
Parking Fee: carpool									\$125			
					+ \$21,600							



Memorandum

To: School Board

From: Suzanne Johnson

Date: July 10, 2017

Re: 2017-18 Long Term Facilities Maintenance (LTFM)

Action: Adopt LTFM Proposal

Attached to this memo you will find the LTFM revenue projection and the LTFM expenditure projection.

The new procedures for obtaining approval for LTFM revenue are designed to comply with requirements of the LTFM statute which states that a school district or intermediate district, must have a ten-year facility plan adopted annually by the school board and approved by the commissioner. All documents required by MDE are part of the LTFM ten-year plan.

The LTFM expenditures were developed by Kain Smith, Buildings and Grounds Manager in conjunction with building Principals and ICS. The expenditures plan is reviewed annually; it may change based on unforeseen circumstances. The LTFM revenue was developed based on the latest Adjusted Pupil Units and the addition of the space at the high school.

The LTFM proposal will be reviewed and brought to the Board for approval annually.

Recommendation: Adopt the long term facilities maintenance plan as presented.

If I can be of further assistance or provide additional information please contact me via email at sjohnson@shakopee.k12.mn.us or 952-496-5011.

Cc: Sarah Koehn

Date : 7/5/17
Project: ISD #720 – Shakopee Public Schools LTFM
Subject: Long Term Facility Maintenance (LTFM) Schedule

The following is a summary of projects that have either been completed, are in progress or have been identified for upcoming projects covered under Long Term Facility Maintenance funding. The projects listed have been identified and prioritized with the District staff (Note: all costs shown are total project cost and include all construction costs, consultant fees, review/permit fees and contingency):

Projects Scheduled for Completion Summer 2017 (Fiscal Year 2018):

Health & Safety Items:	\$330,000
Staff Time	\$100,000
Sweeney Elementary Boiler/Water Heater Replacement:	\$380,000
Note: Construction Cost Estimate was \$320,000	
Low Responsible Bid Received 3/2/17 \$312,000	
West Junior High School Hot Water Heater and Boiler Upgrades	\$580,000
Note: Savings of \$80,000 if Hot Water Heater and Boiler are completed	
this year rather in two (2) phases.	
Construction Estimate was \$480,000	
Low Responsible Bid Received 5/2/17 \$477,500	
Sun Path Elementary Roof Replacement:	\$1,000,000
Note: Low Responsible Bid Received 3/7/17 \$941,780	
Isolation Springs at AHU's \$22,000	
Plumbing at Roof Drains \$17,500	
TOTAL:	\$2,390,000
AVAILABLE FUNDING:	\$1,960,000
SUPPLEMENTAL FUNDING:	\$430,000
(Remaining '08 Bond Funds dedicated to LTFM)	
CUMULATIVE BALANCE:	\$0

Projects Scheduled for Completion Summer 2018 (Fiscal Year 2019):

Health & Safety Items:	\$350,000
Staff Time:	\$100,000
WJHS Parking Lot Reconfiguration	\$350,000
Upgrade Pearson 6 th Grade Center Fan Coil Units	\$995,000
Pearson 6 th Grade Center Partial Roof (Phase I)	\$928,000
TOTAL:	\$2,723,000
AVAILABLE FUNDING:	\$2,723,000
CUMULATIVE BALANCE	\$0

Note: ICS and District Staff are working with the MN Department of Education to determine when the new square footage of the High School Expansion will affect the available LTFM Levy funding (i.e. impact starting in Fiscal Year 2019, 2020 or 2021). Ruling from the MDE could/will affect projects identified as available levy amount will be reduced.

Projects Scheduled for Completion Summer 2019 (Fiscal Year 2020):

Health & Safety Items:	\$330,000
Staff Time:	\$100,000
Sweeney Elementary Unit Vent Replacement	\$800,000
Sweeney Elementary Partial Roof Replacement	\$770,000
<u>Pearson 6th Grade Center Partial Roof (Phase II)</u>	<u>\$632,000</u>
TOTAL:	\$2,662,000
AVAILABLE FUNDING:	\$2,395,000
CUMULATIVE BALANCE	(\$267,000)

Note: ICS and District Staff are working with the MN Department of Education to determine when the new square footage of the High School Expansion will affect the available LTFM Levy funding (i.e. impact starting in Fiscal Year 2019, 2020 or 2021). Ruling from the MDE could/will affect projects identified as available levy amount will be reduced.

Projects Scheduled for Completion Summer 2020 (Fiscal Year 2021):

Health & Safety Items:	\$330,000
Staff Time:	\$100,000
West Junior High School Partial Roof Replacement	\$731,000
<u>Update West Junior High School Air Handlers</u>	<u>\$1,100,000</u>
TOTAL:	\$2,261,000
AVAILABLE FUNDING:	\$2,528,000
CUMULATIVE BALANCE	\$0

Note: ICS and District Staff are working with the MN Department of Education to determine when the new square footage of the High School Expansion will affect the available LTFM Levy funding (i.e. impact starting in Fiscal Year 2019, 2020 or 2021). Ruling from the MDE could/will affect projects identified as available levy amount will be reduced.