

**INDEPENDENT SCHOOL  
DISTRICT #624**



**WORK SESSION  
PACKET**

September 28, 2020

# MISSION STATEMENT

**The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:**

- *Students who design and create their own future*
- *A culture that respects diverse people and ideas*
- *Safe, nurturing and inspiring environments*
- *Exceptional staff and families committed to student success*
- *Abundant and engaged community partners*

To: Members of the School Board  
From: Dr. Wayne A. Kazmierczak  
Superintendent of Schools  
Date: September 21, 2020

A work session of the White Bear Lake Area School Board will be held on **Monday, September 28, 2020**, at 5:30 p.m. in the Auditorium at the District Center, 4855 Bloom Avenue, White Bear Lake, MN. The meeting is open to the public with room capacity limits while staying six feet apart and wearing a mask.

### WORK SESSION AGENDA

#### A. PROCEDURAL ITEMS

1. Call to Order
2. Roll Call

#### B. DISCUSSION ITEMS

1. Overview of Conscious Discipline 5:35 p.m.
2. 2020-21 Strategic Priorities 5:50 p.m.
  - a. Update on Equity Action Plan
  - b. Overview of Envisio Dashboard
3. School District Elections 6:15 p.m.
4. Overview of Facilities Projects: Transportation Facility, South Campus Gymnasium Addition, Willow Lane Elementary, Vadnais Heights Elementary, Lincoln Elementary Gymnasium Addition, and Matoska International Elementary 6:45 p.m.

#### C. OPERATIONAL

1. Action on Transportation Facility Bids 7:15 p.m.
2. Certification of 2020 Pay 2021 Proposed Property Tax Levy 7:25 p.m.
3. Action on Revised 10-Year Long Term Facility Maintenance Plan 7:45 p.m.
4. Action on Approval of Property Purchase Agreements\* 8:00 p.m.

#### D. ADJOURNMENT

**Times listed for each discussion item are estimated start times.**

*\*If needed, closed session pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider an offer to purchase properties identified as PID #143022120007 and 143022130036, located in Ramsey County, State of Minnesota.*

AGENDA ITEM: **Overview of Conscious Discipline**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Lisa Ouren, Director of Student Services**

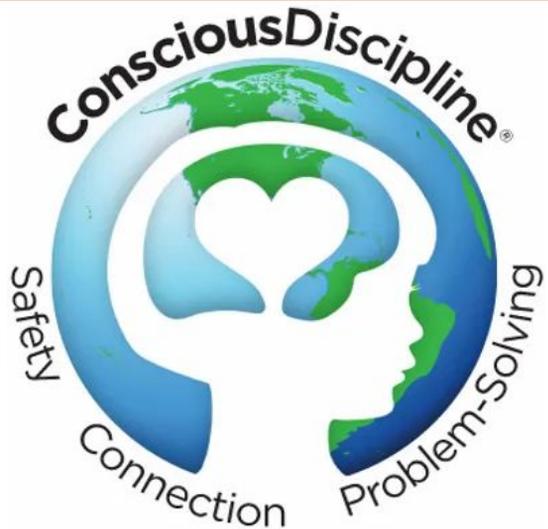
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**BACKGROUND:**

The White Bear Lake Area School District’s Strategic Plan, Strategy 8, commits to “ensuring the social and emotional growth of each student.” One methodology to achieve this strategy is implementing Conscious Discipline (CD) in our elementary schools. This past year we have made available professional development, coaching and consultation to our teachers, paraeducators, administrators and community education staff around the philosophies of Conscious Discipline. Conscious Discipline teaches educators on how to establish routines, create structures and use supportive language to guide students in self-regulation which in turn creates a sense of unity while promoting self-care. Tonight, Lisa Ouren will introduce our Student Support Services staff Angela Drange, Kristen Johnson and Jill Tessman to provide a brief overview of Conscious Discipline.

Promoting Social & Emotional Strengths in Adults & Children:  
*How Conscious Discipline can create a culture of UNITY*

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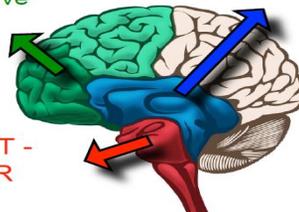
## Why Conscious Discipline?

During times of chronic stress, children's learning, problem-solving and conflict-resolution functions are significantly impacted as the brain becomes preoccupied with its survival instincts. Our job is to identify a child's brain state and help them move from a Survival State to their "ready to learn" state.

I know what to do.  
I am able to  
responsibly solve  
problems

How do I feel about this?  
How have I felt in the past?

Just REACT -  
FIGHT OR  
FLIGHT



# Working with Community Partners

- Strategic Plan Strategy 8:
  - *We will ensure the social and emotional growth of each student.*
- Early Childhood - (2019-2020)
  - Sauer Foundation Grant - \$23,000
  - Great Results
- Elementary - K/1 (2020-2021)
  - PrairieCare Child and Family Fund - \$35,000
- Community Education
- Ramsey County Library
- Intermediate 916
- Solid Ground



# A Bit About Conscious Discipline

Conscious Discipline coaches staff to use strategies that include scenario and situational practice, tools for self-care, new predictable routines, increased use of visuals, more opportunities for connection, helpful checklists and social stories.



- Wish You Well - COVID

# Conscious Discipline is Social Emotional Learning (SEL)

Conscious Discipline professional development with three staff cohorts over the past year:

**Fall 2019** - 125 early childhood staff

**Spring 2020** - 74 paraeducators, 40 licensed staff

**Summer 2020** - 79 licensed staff



## What are staff members saying?

- Trevor Putnam School Psychologist Birch Lake Elementary
- Katie Cain Willow Elementary
- Hanna Arnold Willow Teacher
- Aleta Schulte Psychologist Early Childhood
- Grace Kilgo ECSE Teacher
- Jonathan Luknic Principal Birch Lake Elementary

# Focus on Safety

- Safety is the brain's most basic need, followed closely by connection.
- The brain thrives on predictable patterns; our patterns have been turned upside down without warning due to the impact of COVID-19 on our school community.



# Focus on Unity



- Conscious Discipline methodology is based on and steeped in inclusion because, “We are all in this together”
- It teaches adults to use their words to draw attention to the POSITIVE student behaviors to create a culture of support
- It focuses on the lifelong process of uncovering our unconscious biases; creating reflective opportunities ensures our classroom policies and actions reflect the core principles of love, unity and equity.

# Focus on Connection



- There has never been a greater need for connection and safety in our schools.
- During times of stress (and this is certainly one of those times), authentic connection provides a buffer that softens the negative effects of the stressful situation.
- CD teaches us to ‘Consciously’ build connecting rituals into the day as a way to bond, cultivate peace and encourage cooperation. It focuses on adults self-regulating themselves to make powerful connections with students.

# Focus on Noticing



**Am I safe?**

**Am I loved?**

**Am I capable?**

**Do I belong?**

**Am I respected?**

**Am I understood?**

**Do I matter?**

# Questions

**We Wish  
You Well!**







# Equity Action Planning

White Bear Lake Area Schools

EA-MN

2

## Agenda

- Purpose
- Selection of Team
- Process
- Timeline
- Outcomes
- Questions

EA-MN

# WBLAS Mission

3

The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:

EA-MN

- Students who design and create their own future
- A culture that respects diverse people and ideas
- Safe, nurturing and inspiring experiences
- Exceptional staff and families committed to student success
- Abundant and engaged community partners

# Purpose

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In an effort to accelerate our equity initiatives and to hold true to our district's mission and vision, our collective goal is to inspire the action that is needed to support our students, families and staff in achieving educational equity for ALL students.

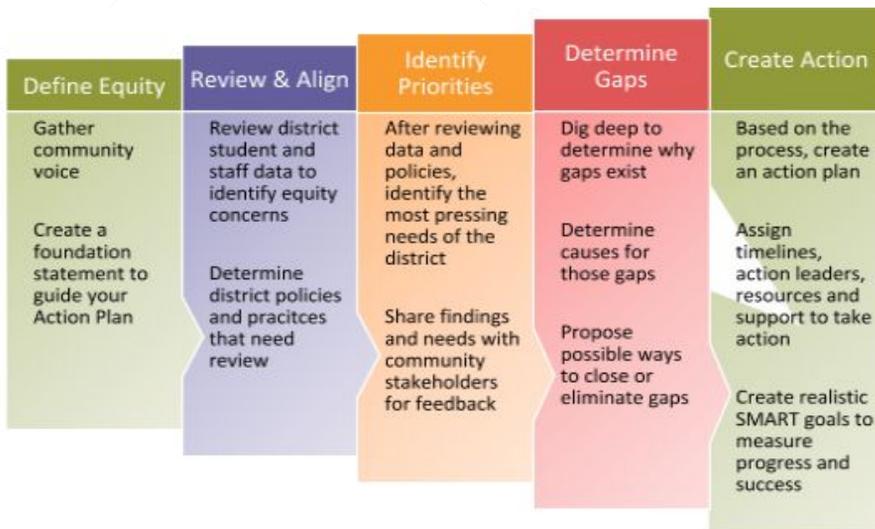
EA-MN

# Selection of Team

- . Intentional
- . Inclusive
- . The voices of diverse viewpoints

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# Process



EA-MN

# Timeline

## October

- Communications with Equity Action Plan Team

## November

- First meeting of Equity Action Plan Team

## May

- Completion of Equity Action Plan

EA-MN

# Outcomes

- ❑ Create a working definition of “equity”
- ❑ Identify White Bear Lake’s equity priorities
- ❑ Allocate resources
- ❑ Establish alignment of equity initiatives
- ❑ Create an Equity Action Plan including scope and sequence per recommendations identified in the Equity Audit

EA-MN



# THANK YOU

Dr. Marcellus Davis  
Sebastian Witherspoon

EA-MN

# Overview of Envisio Dashboard

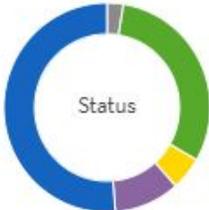
Dr. Alison Gillespie

## Envisio...

- Strategic Planning software that assists in tracking progress in each of our action steps, specific results and strategies.
- Connects the school action plans to corresponding district action steps.
- Increases our communication around our progress both internally and externally.
- Reporting feature that supports Cabinet members in monitoring progress and strategic priorities.

# Strategy Progress

## Strategy 6



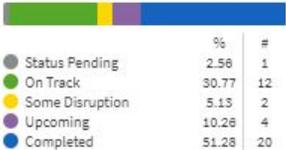
	%	#
Status Pending	2.56	1
On Track	30.77	12
Some Disruption	5.13	2
Upcoming	10.26	4
Completed	51.28	20

We will ensure learning environments enhance students' educational experience.

# Specific Result Progress

## Strategy 6 Progress 66%

We will ensure learning environments enhance students' educational experience.



	%	#
Status Pending	2.56	1
On Track	30.77	12
Some Disruption	5.13	2
Upcoming	10.26	4
Completed	51.28	20

## Specific Result 6.1 Progress 98%

A community supported plan for the structure of our schools(s).



	%	#
On Track	9.09	1
Completed	90.91	10

# Summary of Key Work and Progress

## Specific Result 6.4

Progress 83%

Flexible, collaborative and inspiring learning environments meet the needs of a diverse range of learners.



Updated on Sep 25, 2020 12:36:31

Various school district leaders have visited schools in Colorado and local schools to learn about either their innovative design and/or innovative learning environments. Distance learning caused a trip to an innovative school in Massachusetts to be postponed. District leaders will need to collaborate on innovative models to visit and next steps in creating a vision and professional development plan for our leaders and teachers. Innovative scheduling has been the focus since the need to move to Distance Learning in March 2020. We have focused greatly on making systemic changes that will propel us beyond the current circumstances of our pandemic. Teaching and Learning has had conversations with Boulder Colorado and Cherry Creek Colorado as part of our visit and continued our partnership with them as we learn about how to support flexible and inspirational learning spaces.

## Next Steps...

- Enhance internal reporting and communication through monthly use of Envisio software.
- Public Dashboard launched in January 2021.

AGENDA ITEM: **School District Elections**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

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**BACKGROUND:**

White Bear Lake Area Schools (WBLAS) currently holds its School Board elections in the odd year, and we take part in the primary system. I have prepared information that will help us discuss the possibility of moving to even year elections and to eliminate the primary.

According to the Minnesota School Boards Association (MSBA), 299 Minnesota school districts hold elections in the even year while 33 hold elections in the odd year. In 2002, 172 Minnesota school districts held elections in the even year, with 168 in the odd year. After the Help America Vote Act of 2002, many school districts in Minnesota shifted to even-year elections due to new technological requirements and the associated costs. Another reason cited by MSBA as a significant reason for the shift was low voter turnout in odd-year elections. Since 2010, voter turnout in WBLAS elections has ranged from a low of 10% of registered voters in 2015 to a high of 34% in 2019.

Nine out of 332 Minnesota school districts take part in the primary system, according to MSBA. WBLAS last conducted a primary in 2015, and voter turnout was between 1-2% of registered voters, according to then Ramsey County Elections Manager Joe Manskey. The cost of conducting that primary election was approximately \$30,000. WBLAS is the only school district in Ramsey County that has a school district primary, St. Paul Public Schools discontinued the practice in 2011. Due to the low level of public interest and the cost to conduct a primary election, Mr. Manskey at that time recommended that we consider discontinuing this practice.

AGENDA ITEM: **Overview of Facilities Projects: Transportation Facility, South Campus Addition, Willow Lane Elementary, Vadnais Heights Elementary, Lincoln Elementary Gymnasium Addition, Matoska International Elementary**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Discussion I Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**

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**BACKGROUND:**

At the May 19, 2020 Work Session the team from Wold Architects and Engineers provided an update on the referendum planning and projects, including the scope of projects as well as design process and timeline.

The phase one projects are scheduled to be released for public bid in October. Sal Bagley and/or Paul Aplikowski from Wold Architects and Engineers will be in attendance to provide an overview of the projects.



# WHITE BEAR LAKE AREA SCHOOLS



## REFERENDUM PROJECTS UPDATE

School Board Meeting

September 28, 2020



## REFERENDUM PROJECTS UPDATE PRESENTATION AGENDA



- Lincoln Elementary School
- Matoska Elementary School
- Vadnais Heights Elementary School
- Willow Lane Elementary School
- New Transportation Building
- South Campus Gym Addition
- Next Steps



White Bear Lake Area Schools



# LINCOLN ELEMENTARY SCHOOL



White Bear Lake Area Schools

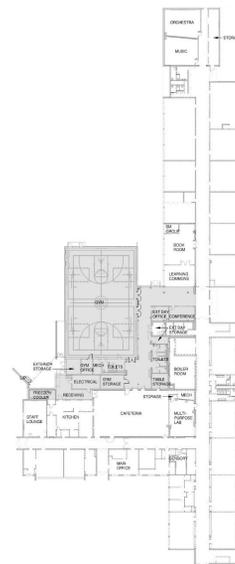
## LINCOLN ELEMENTARY PROJECT SCOPE & SCHEDULE

### Project Scope:

- Gymnasium, Conference Room, Cooler and Extended Day Office addition
- Rearrange parking for addition
- Media Center Renovation
- Renovate Small Gym to serve new purpose
- New Classroom and Media Furniture (future project)

### Schedule:

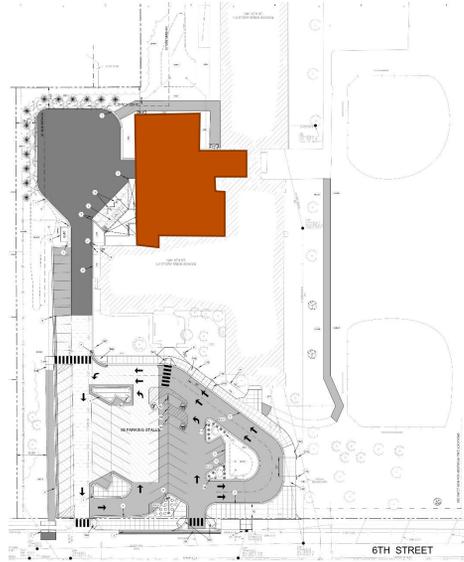
- Schematic Design (Core Planning Group): April 2020 - May 2020
- Design (User Groups): May 2020 - September 2020
- Bid Opening: October 13, 2020
- Bidding / Construction Starts: Fall 2020
- Open Fall 2021



# LINCOLN ELEMENTARY FINAL PLAN DIAGRAM

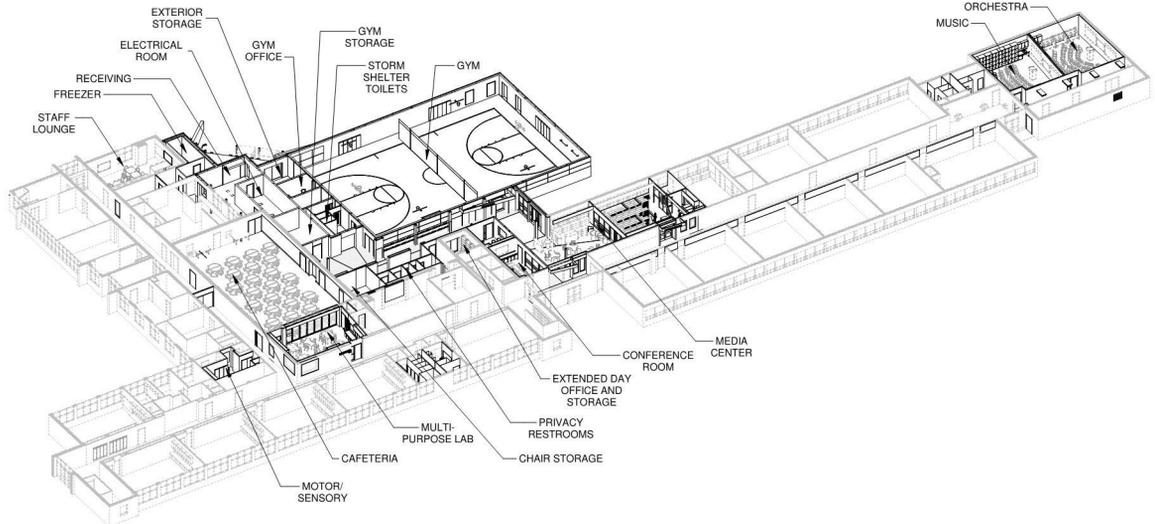


Main Level Floor Plan

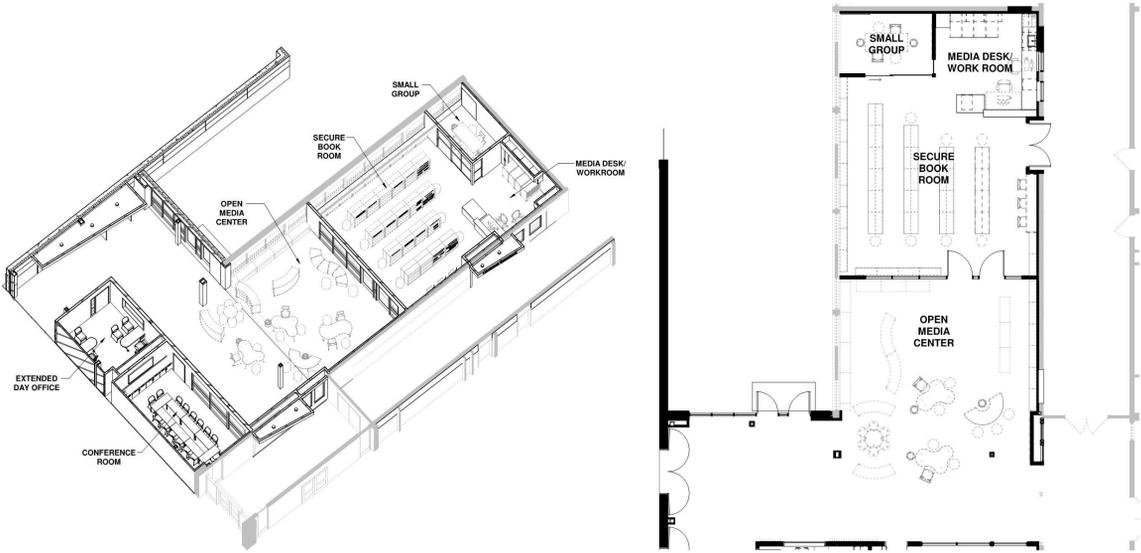


Site Plan

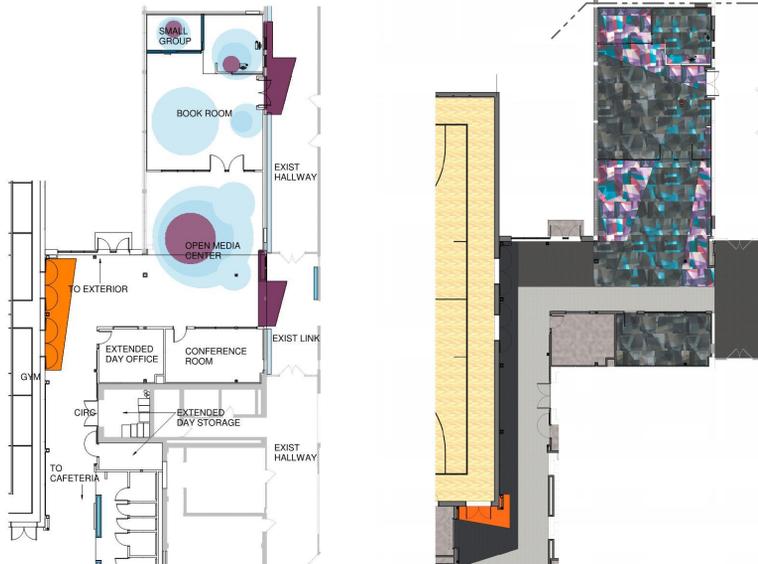
# LINCOLN ELEMENTARY FINAL PLAN DIAGRAM



# LINCOLN ELEMENTARY LEARNING COMMONS DIAGRAM



# LINCOLN ELEMENTARY DESIGN CONCEPT DIAGRAM





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# LINCOLN ELEMENTARY LEARNING COMMONS



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# LINCOLN ELEMENTARY LEARNING COMMONS







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# LINCOLN ELEMENTARY GYMNASIUM



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# LINCOLN ELEMENTARY CAFETERIA





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## LINCOLN ELEMENTARY MULTI-PURPOSE LAB



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Area Schools



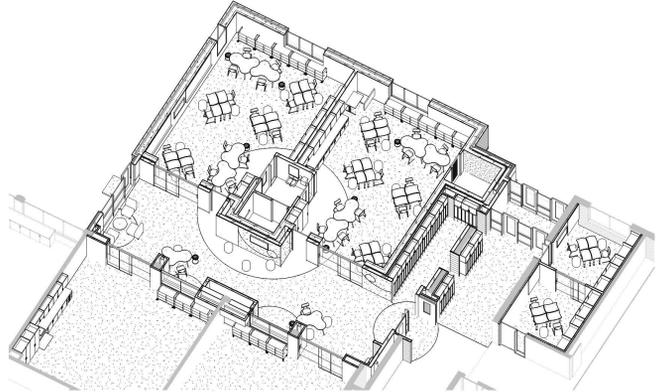
## MATOSKA ELEMENTARY SCHOOL

**Project Scope:**

- Media Center Renovation
- Creation of Freezer, EL Room, Extended Day Office, and Specialist Room
- New Media Center and Classroom Furniture (Future)

**Schedule:**

- Schematic Design (Core Planning Group): April 2020 - May 2020
- Design (User Groups): May 2020 - September 2020
- Bid Opening: October 1, 2020
- Bidding / Construction Starts: Fall 2020
- Open Fall 2021





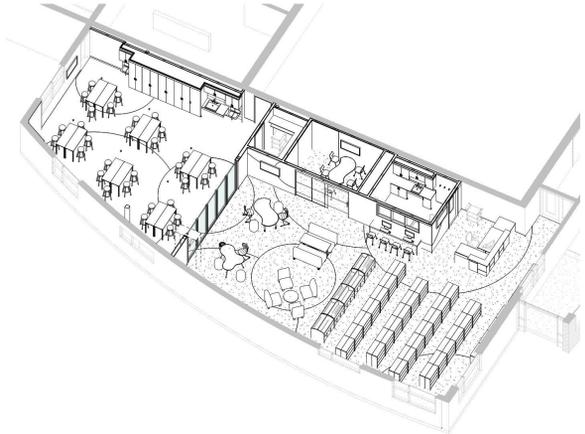
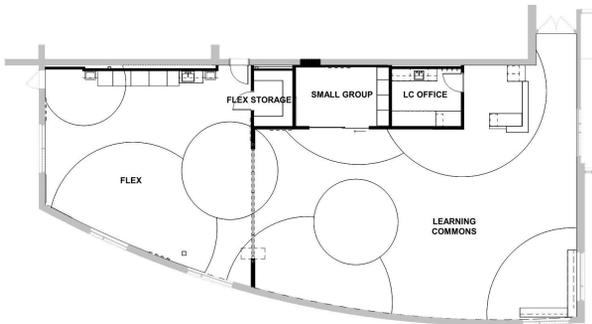
White Bear Lake Area Schools

# MATOSKA ELEMENTARY STORAGE, FREEZER, EXT DAY

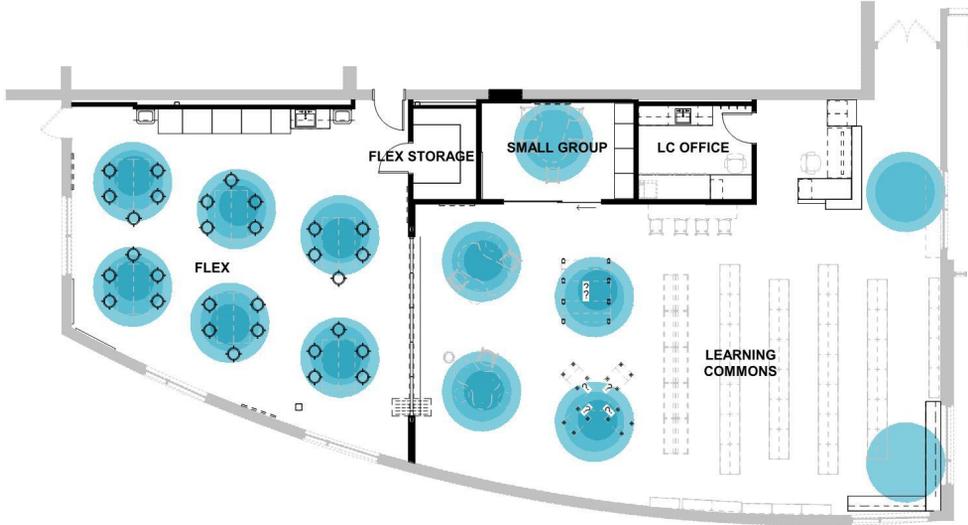


White Bear Lake Area Schools

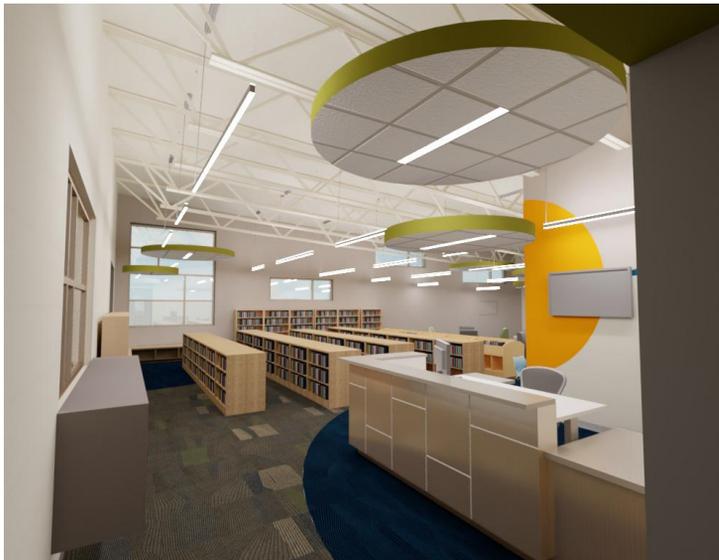
# MATOSKA ELEMENTARY LEARNING COMMONS DIAGRAM



# MATOSKA ELEMENTARY DESIGN CONCEPT DIAGRAM

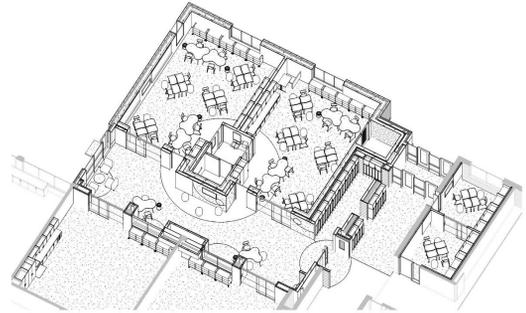
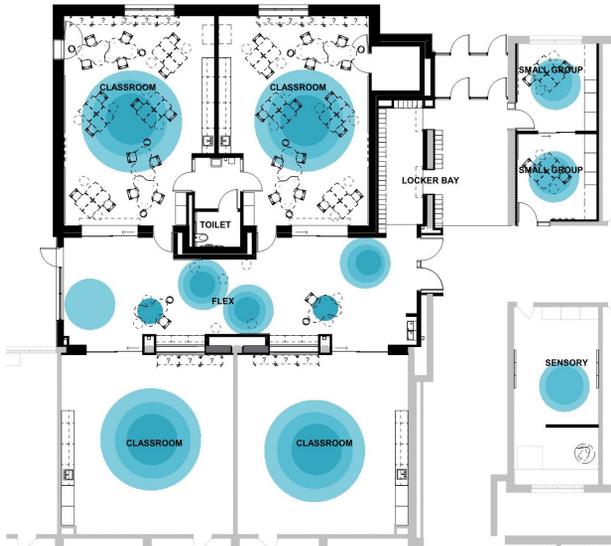


# MATOSKA ELEMENTARY LEARNING COMMONS





# MATOSKA ELEMENTARY DESIGN CONCEPT DIAGRAM



# MATOSKA ELEMENTARY CLASSROOM ENTRY







White Bear Lake  
Area Schools



# VADNAIS HEIGHTS ELEMENTARY SCHOOL



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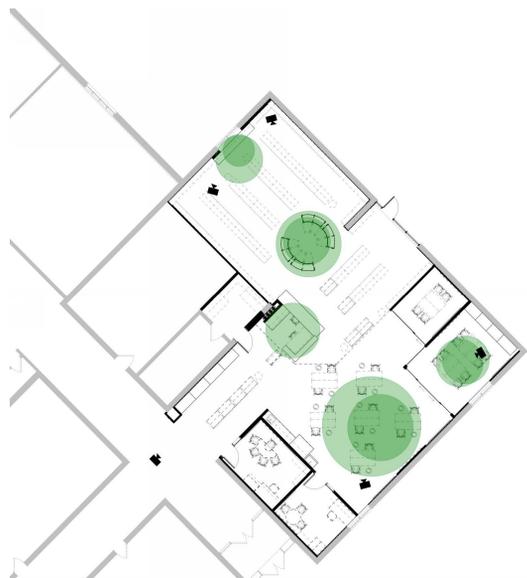
## VADNAIS HEIGHTS ELEMENTARY PROJECT SCOPE & SCHEDULE

### Project Scope:

- Media Center Renovation
- Renovation for extended day and Orchestra
- Creation of Freezer
- New Media and Classroom furniture (Future)

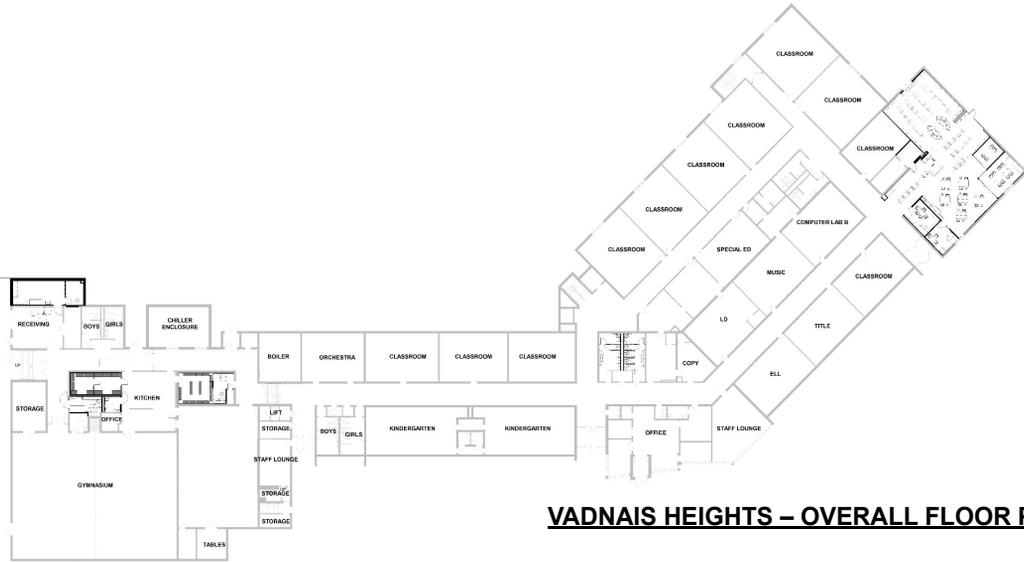
### Schedule:

- Schematic Design (Core Planning Group): April 2020 - May 2020
- Design (User Groups): May 2020 - September 2020
- Bid Opening: October 7, 2020
- Bidding / Construction Starts: Fall 2020
- Open Fall 2021





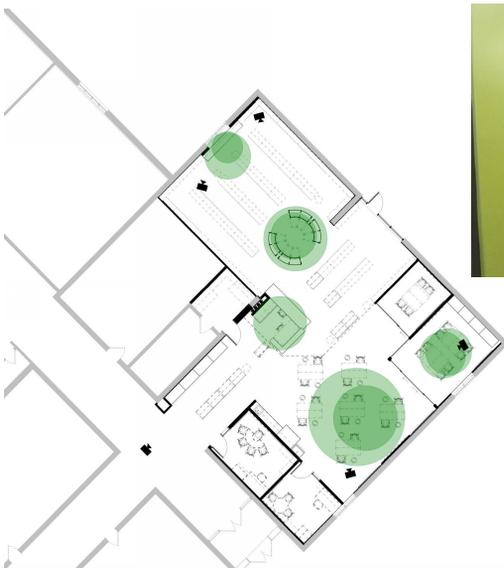
# VADNAIS HEIGHTS ELEMENTARY FINAL PLAN DIAGRAM



**VADNAIS HEIGHTS – OVERALL FLOOR PLAN**



# VADNAIS HEIGHTS ELEMENTARY DESIGN CONCEPT DIAGRAM





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## LEARNING COMMONS ENTRY



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## FLEX SPACE





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Area Schools

## GROUP SPACE



White Bear Lake  
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## BOOK STACKS





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BENCH SPACE



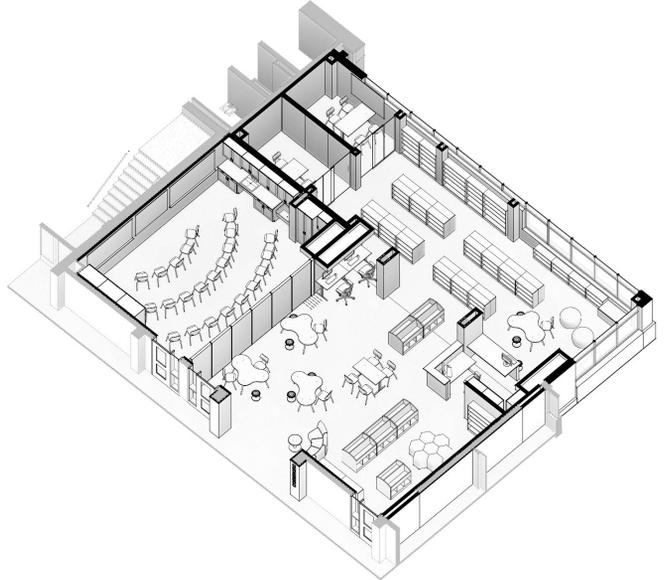
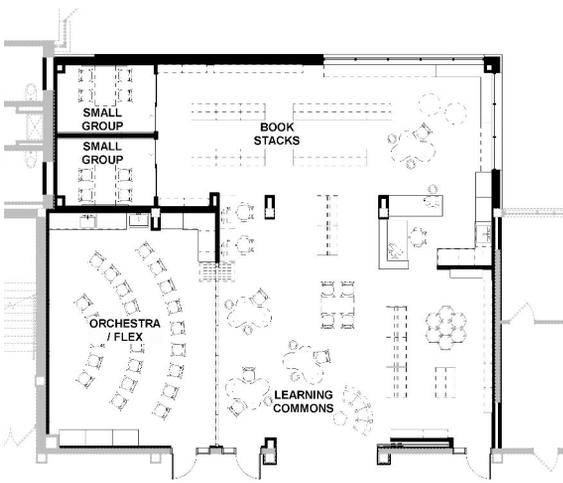
White Bear Lake  
Area Schools



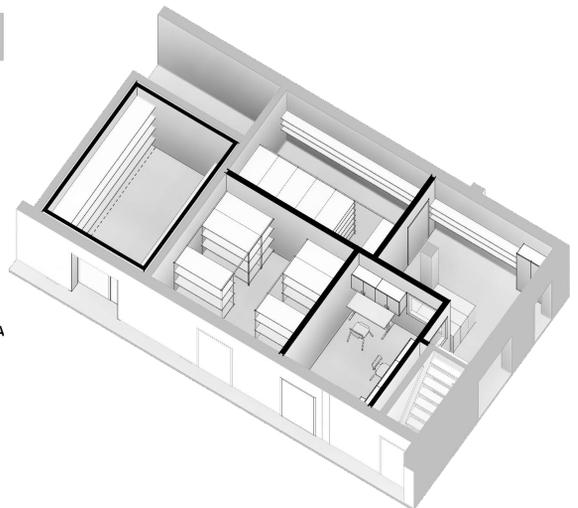
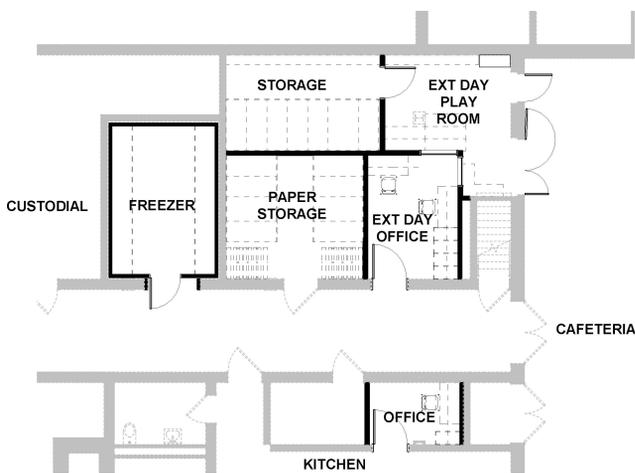
# WILLOW LANE ELEMENTARY SCHOOL



## WILLOW LANE ELEMENTARY LEARNING COMMONS DIAGRAM



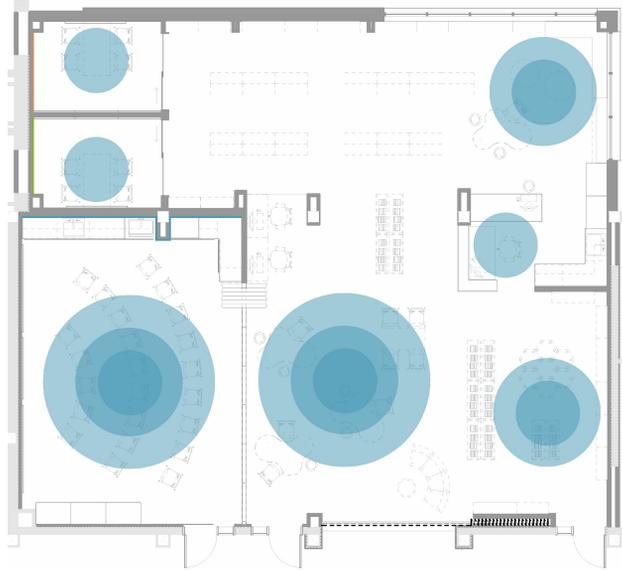
## WILLOW LANE ELEMENTARY STORAGE, FREEZER, EXT DAY





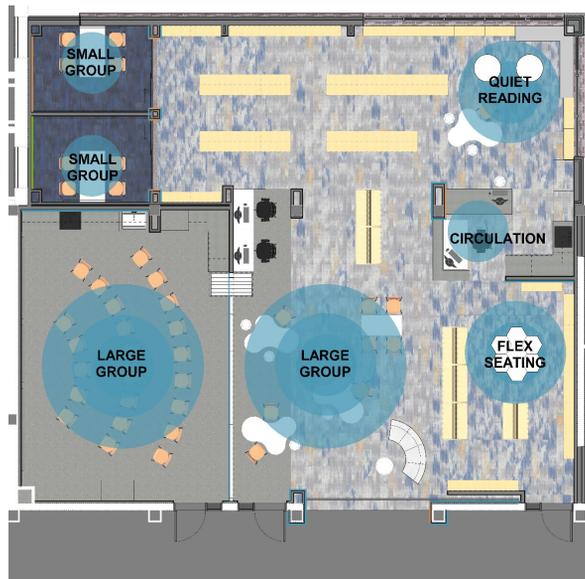
White Bear Lake Area Schools

# WILLOW LANE ELEMENTARY DESIGN CONCEPT DIAGRAM



White Bear Lake Area Schools

# WILLOW LANE ELEMENTARY DESIGN CONCEPT DIAGRAM





White Bear Lake Area Schools

# WILLOW LANE ELEMENTARY LEARNING COMMONS



White Bear Lake Area Schools

# WILLOW LANE ELEMENTARY LEARNING COMMONS





White Bear Lake  
Area Schools

# WILLOW LANE ELEMENTARY LEARNING COMMONS



White Bear Lake  
Area Schools

# WILLOW LANE ELEMENTARY LEARNING COMMONS





White Bear Lake  
Area Schools

# WILLOW LANE ELEMENTARY LEARNING COMMONS



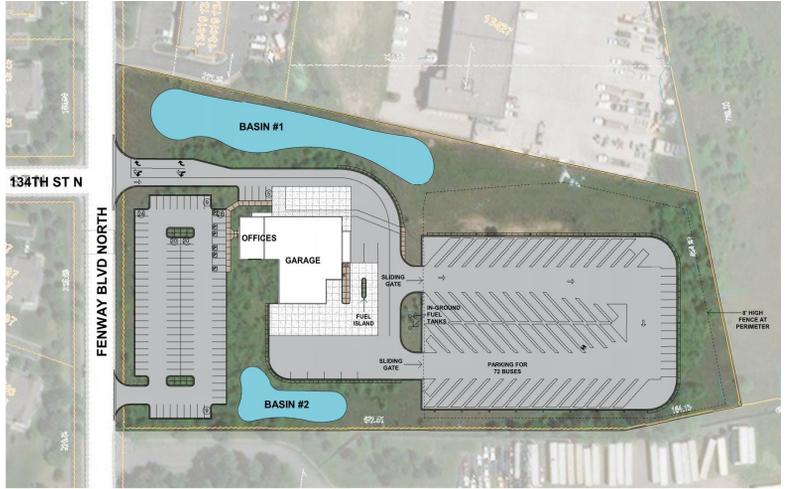
White Bear Lake  
Area Schools

# WILLOW LANE ELEMENTARY LEARNING COMMONS





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# NEW TRANSPORTATION / MAINTENANCE FACILITY



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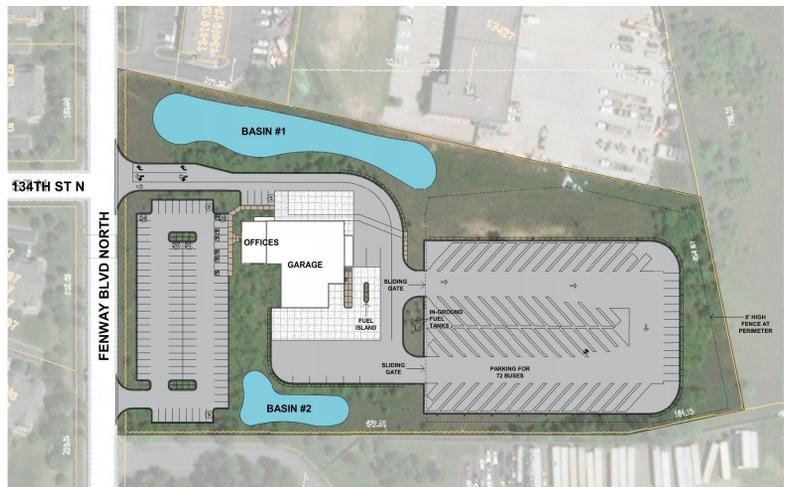
## NEW TRANSPORTATION FACILITY PROJECT SCOPE & SCHEDULE

### Project Scope:

New facility to support transportation operations including office space, maintenance space, and bus parking

### Schedule:

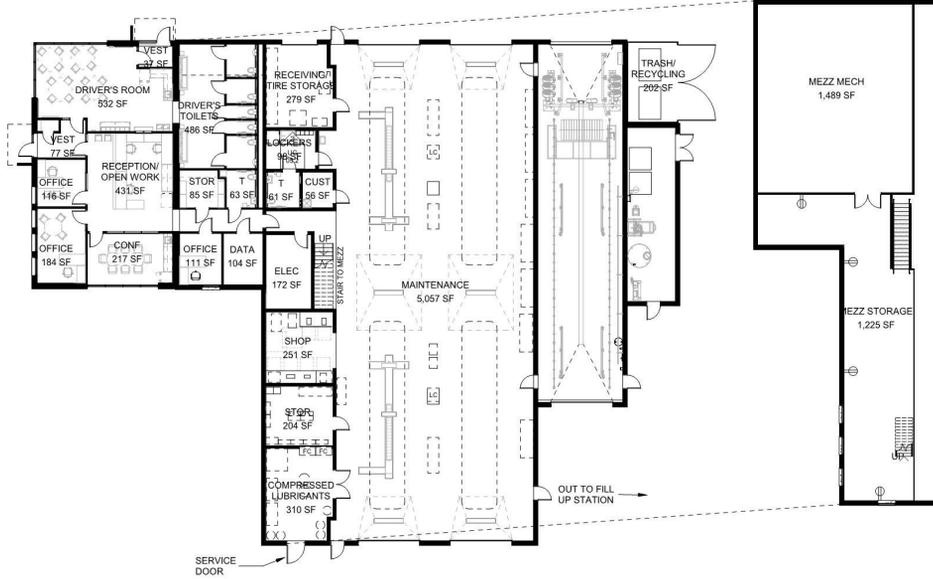
- Schematic Design (Core Planning Group): April 2020 - May 2020
- Design (User Groups): May 2020 - August 2020
- Bid Opening: September 17, 2020
- Bidding / Construction Starts: September 2020
- Open July 2021





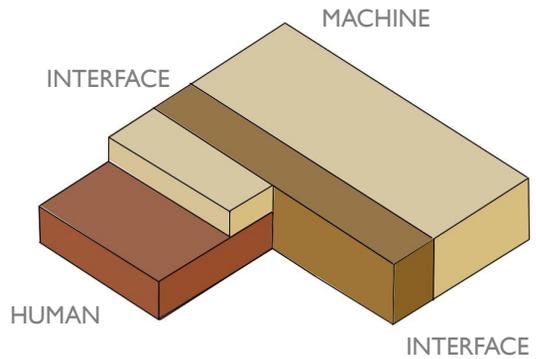
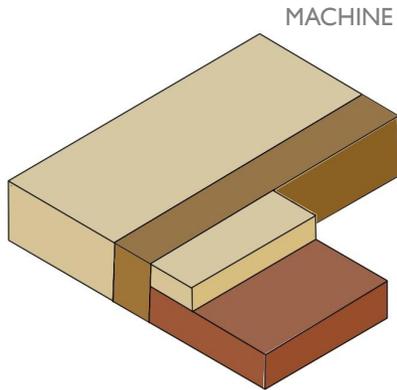
White Bear Lake Area Schools

# NEW TRANSPORTATION FACILITY FINAL PLAN DIAGRAM



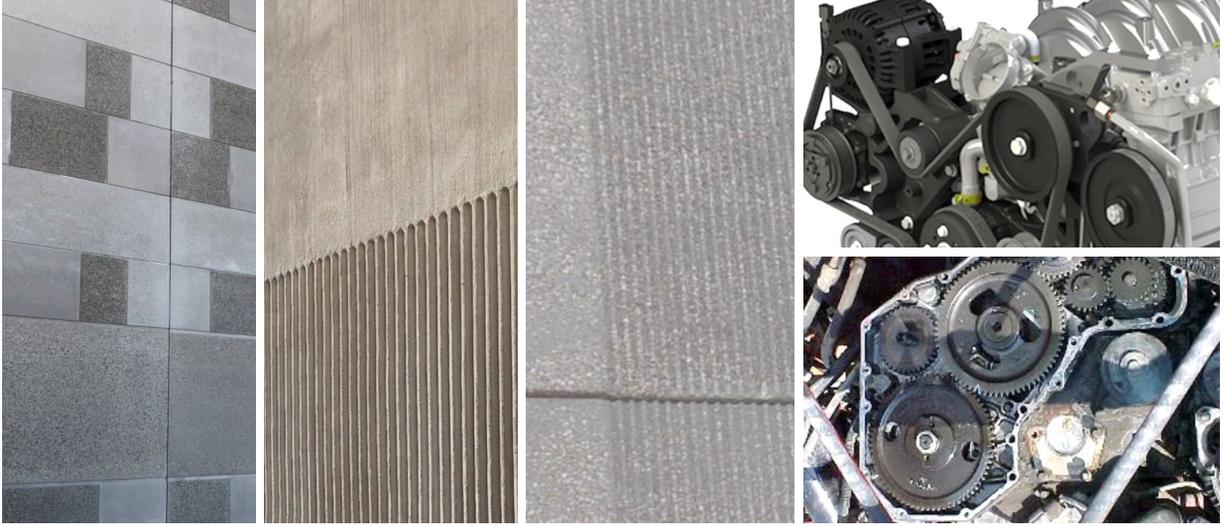
White Bear Lake Area Schools

# NEW TRANSPORTATION FACILITY DESIGN CONCEPT



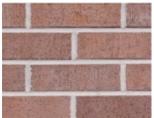
# NEW TRANSPORTATION FACILITY

## DESIGN CONCEPT



# NEW TRANSPORTATION FACILITY

## EXTERIOR DESIGN



LIGHT IRON SPOT  
FACE BRICK



TAN SANDBLASTED  
PRECAST



TAN ACID ETCHED  
PRECAST

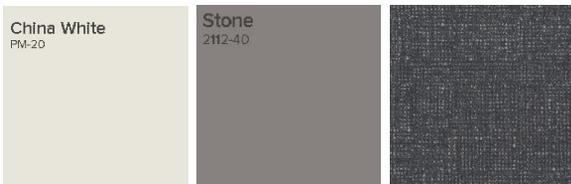




# NEW TRANSPORTATION FACILITY EXTERIOR DESIGN



# NEW TRANSPORTATION FACILITY INTERIOR DESIGN



China White PM-20	Stone 2112-40	CARPET
WALLS	ACCENT WALLS	
Graphite 1603	Pantone 166	Pantone Black
FRAMES	ACCENT SOFFIT	ACCENT GRAPHIC



White Bear Lake  
Area Schools



# SOUTH CAMPUS GYMNASIUM ADDITION



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Area Schools

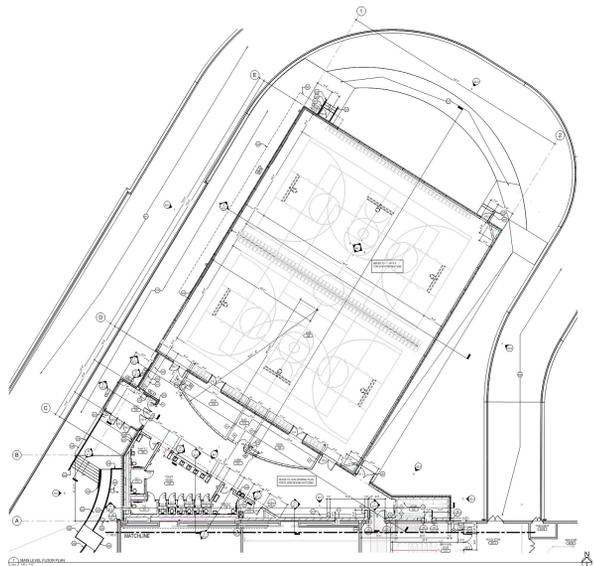
## SOUTH CAMPUS GYMNASIUM ADDITION PROJECT SCOPE & SCHEDULE

### Project Scope:

New 2-station gymnasium with storage and restrooms

### Schedule:

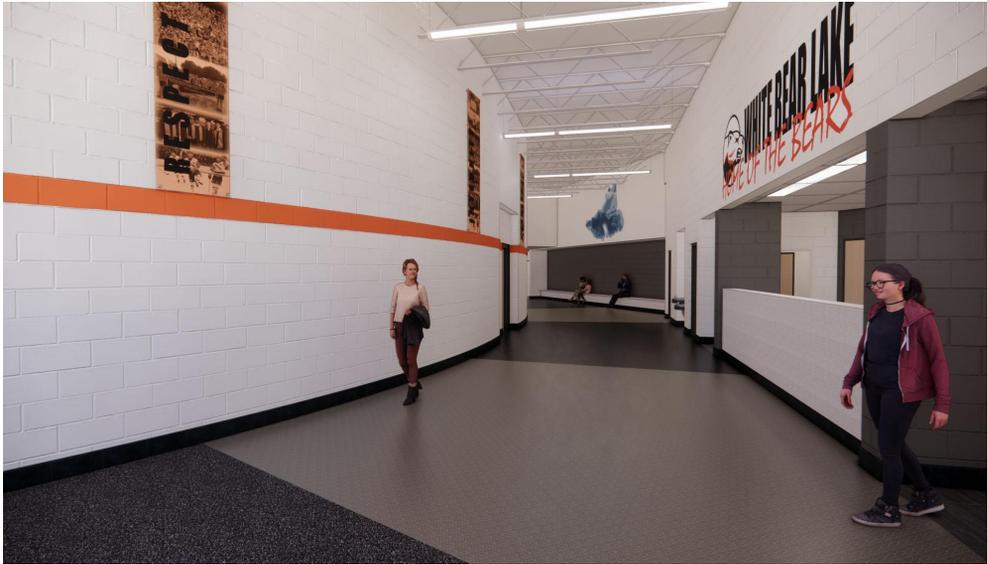
- Bid Opening: October 6, 2020
- Bidding / Construction Starts: Fall 2020
- Open September 2021





White Bear Lake  
Area Schools

## SOUTH CAMPUS GYMNASIUM ADDITION ADDITION ACCESS



White Bear Lake  
Area Schools

## SOUTH CAMPUS GYMNASIUM ADDITION GYMNASIUM INTERIOR





## REFERENDUM PROJECTS UPDATE NEXT STEPS

### **Recommended to Board for Award on September 28, 2020**

- New Transportation Facility (bid opening September 17, 2020)

### **Recommended to Board for Award on October 12, 2020 Meeting:**

- Matoska Elementary (bid opening October 1, 2020)
- South Campus Gym (bid opening October 6, 2020)
- Vadnais Heights (bid opening October 7, 2020)
- Willow Lane (bid opening October 8, 2020)

### **Recommended to Board for Award on October 26, 2020 Meeting:**

- Lincoln Elementary (bid opening October 13, 2020)



## WHITE BEAR LAKE AREA SCHOOLS



## REFERENDUM PROJECTS UPDATE

# THANK YOU!



AGENDA ITEM: **Action on Transportation Facility Bids**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for  
Finance and Operations and Mike Turitto**

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**BACKGROUND:**

The current transportation garage property, leased from the City of White Bear Lake until they donated the property to the school district last month, will be used as part of the larger site plan for the high school addition. As this expansion to the high school forces the transportation facility off its current site, the District purchased land for a new transportation facility in Hugo in December of 2019 and a team of school district staff worked with Wold Architects and Engineers to design the new facility to be built on the site.

The District's construction management firm, Kraus-Anderson, prepared the Request for Proposals (RFP) and conducted the bid opening on September 17, 2020. A summary is attached. Jason Peterson and Rob Gemelke from Kraus-Anderson will be at the meeting to discuss the bid results and recommend awarding of construction contracts.

**RECOMMENDED ACTION:** Approve the recommendation to award construction contracts for the new transportation facility in the amount of \$5,242,607.81 as presented.



September 23, 2020

Mr. Tim Wald  
White Bear Lake Area Schools ISD #624  
4855 Bloom Avenue  
White Bear Lake, MN 55110

**RE: White Bear Lake Area Schools – Transportation Facility  
Contract Recommendation and Award Letter**

Dear Mr. Tim Wald:

This letter is concerning the contract awards for the above referenced project bid on September 17, 2020.

Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their total bid amount for all Work Scopes.

<b>Work Scope</b>		<b>Contractor, City, State</b>		<b>Base Bid:</b>	<b>Bid Amount</b>
WS 01J	Final Cleaning	Victory in Cleaning #1, LLC	St. Paul, MN		\$3,100.00
WS 03A & 04A	Concrete & Masonry	Donald R. Frantz Concrete Construction – Combined Bid	St. Paul, MN		\$444,000.00
WS 03B	Structural Precast	Wells Concrete Products	Maple Grove, MN		\$537,000.00
WS 05A	Structural Steel - Material	Northern Lights Steel Fabrication	North Branch, MN		\$130,000.00
WS 05B	Structural Steel – Install	A.M.E Construction	Wayzata, MN		\$58,176.00
WS 06A	Carpentry	Kellington Construction	Minneapolis, MN		\$116,300.00
WS 07F	Metal Panels	Specialty Systems, Inc.	Burnsville, MN		\$9,890.00
WS 07H	Roofing	Diverse Construction	Minneapolis		\$148,400.00

WS 08A	Doors, Frames & Hardware – Material	Bredemus Hardware St. Paul, MN	Base Bid:	\$71,575.00
WS 08D	Specialty Doors	Crawford Doors St. Paul, MN	Base Bid:	\$28,800.00
WS 08F	Entrances, Storefronts, Curtainwalls	Brin Glass Company Minneapolis, MN	Base Bid:	\$83,637.00
WS 09A	Drywall	RTL Construction Shakopee, MN	Base Bid:	\$76,769.00
WS 09B	Tile	Acoustics Associates Golden Valley, MN	Base Bid:	\$29,938.00
WS 09C	Ceilings & Acoustical Treatment	Twin City Acoustics New Hope, MN	Base Bid:	\$10,890.00
WS 09D	Flooring	Hiller Commercial Floors Rochester, MN	Base Bid:	\$15,900.00
WS 09H	Fluid Applied Flooring	QC Companies Ham Lake, MN	Base Bid:	\$40,530.00
WS 09K	Painting & Wall Covering	Mulcahy Nickolaus Oakdale, MN	Base Bid:	\$29,900.00
WS 14A	Vehicle Lifts	Pump and Meter Service Hopkins, MN	Base Bid:	\$101,195.81
WS 21A	Fire Suppression	Olsen Fire Protection Minneapolis, MN	Base Bid:	\$37,000.00
WS 23B	Mechanical	Weidner Plumbing & Heating Co. St. Cloud, MN	Base Bid: Alternate #2:	\$1,209,000.00 \$54,000.00
WS 26A	Electrical	B&B Electric Hudson, WI	Base Bid:	\$432,600.00
WS 31A	Earthwork & Site Utilities	Frattalone Companies St. Paul, MN	Base Bid:	\$539,950.00
WS 32A	Asphalt Paving and Concrete	Bituminous Roadways Mendota Heights	Base Bid:	\$745,800.00

WS 32D	Fencing	Keller Fence St. Paul, MN	Base Bid:	\$214,100.00
WS 32F	Landscaping	Peterson Companies Chisago, MN	Base Bid:	\$74,246.00

**Total Contract Amount: \$5,242,696.81**

We have attached the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at (612) 290-6313.

Very truly yours,  
KRAUS-ANDERSON® CONSTRUCTION COMPANY



Rob Gemelke  
Project Manager

RG/mc

Attachments (1)



























































































AGENDA ITEM: **Certification for 2020 Payable 2021 Property Tax Levy**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for**  
**Finance and Operations and Andi Johnson, Controller**

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**BACKGROUND:**

The School Board is required to certify to the auditors of Anoka, Ramsey, and Washington Counties the School District's preliminary 2020 Payable 2021 Property Tax Levy by September 30, 2020. The most recent levy estimate will be provided at the school board meeting.

The administration recommends that the School Board certify the maximum levy as provided by state law; certifying the preliminary levy in this manner allows for changes prior to the final levy certification in December. Changes could be made for a variety of reasons, such as changes to state aid and levy calculations made by the MDE, or changes made by the District such as previously unanticipated Long-Term Facilities Maintenance (LTFM) projects.

School districts are required to discuss the payable 2021 levy and the current year's budget (fiscal year 2020-21) at a regularly scheduled board meeting and allow the public to speak. This will occur at the December 14, 2020 School Board meeting at 7:00 p.m. The final levy certification will be approved at this same meeting.

**RECOMMENDED ACTION:** Move to approve the maximum for the 2020 Payable 2021 Proposed Property Tax Levy.

Property Tax Levy and Rate Summary, Taxes Payable in 2020 and 2021

	Certified Levy Payable in 2020		Proposed Levy Payable in 2021	Change
<b>Tax Levy Information</b>				
1. Total Certified Levy Spread on RMV	21,293,656		18,536,405	-2,757,251
2. General Fund Levy Spread on NTC	7,445,301		13,362,576	5,917,275
3. Community Service Fund Levy	1,098,027		1,135,435	37,408
4. General Debt Service Levy	16,842,376		24,209,373	7,366,997
5. OPEB Debt Service Levy	9,215,027		0	-9,215,027
6. Total Certified Levy	55,894,386		57,243,788 2.41%	1,349,402
<b>Fiscal Disparities Adjustment to Levy</b>				
7. RMV-Based Levies	2,156,718		2,156,718	0
8. General Debt Service	1,203,904		1,203,904	0
9. Other NTC-Based Levies	1,269,379		1,269,379	0
10. Total Fiscal Disparities Adjustment	4,630,001		4,630,001	0
<b>Summary of Adjusted Levies</b>				
11. RMV-Based Levies	19,136,938		16,379,687	-2,757,251
12. General Debt Service	15,638,472		23,005,469	7,366,997
13. Other NTC-Based Levies	16,488,975		13,228,631	-3,260,344
14. Total Adjusted Levies	51,264,385		52,613,787	1,349,402
<b>Property Value Information</b>				
15. RMV Used to Calculate Rate	8,548,995,695	5.7%	9,038,319,616	489,323,921
16. NTC Used to Calculate Rate	87,349,329	7.6%	93,972,516	6,623,187
<b>Actual and Estimated Tax Rates</b>				
17. RMV Rate (#11/#15)	0.22385%		0.18122%	-0.04263%
18. NTC Debt Rate (#12/#16)	17.903%		24.481%	6.578%
19. NTC Other Rate (#13/#16)	18.877%		14.077%	-4.800%

**Key Assumptions:**

Preliminary Pay 21 values from the Minnesota Department of Revenue (PRISM)

# White Bear Lake School District, ISD 624

September 25, 2020

## Preliminary Comparison of School District Taxes Payable in 2020 and 2021

	Actual Taxes Payable in 2020	Preliminary Estimate of Taxes Payable in 2021	Estimated Change in Annual Taxes	Estimated % Change
<b>Actual/Estimated Tax Rates</b>				
RMV Tax Rate:	0.22385%	0.18122%		
NTC Debt Tax Rate:	17.903%	24.481%		
NTC Other Tax Rate:	18.877%	14.077%		

Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes			
Residential Homestead	\$75,000	\$333	\$309	-\$24	-7.2%
	100,000	488	458	-30	-6.1%
	125,000	644	608	-36	-5.6%
	150,000	800	759	-41	-5.1%
	175,000	956	909	-47	-4.9%
	200,000	1,113	1,059	-54	-4.9%
	250,000	1,425	1,360	-65	-4.6%
	300,000	1,737	1,661	-76	-4.4%
	350,000	2,050	1,962	-88	-4.3%
	400,000	2,362	2,262	-100	-4.2%
	500,000	2,958	2,834	-124	-4.2%
Commercial/ Industrial *	\$250,000	\$1,531	\$1,472	-\$59	-3.9%
	500,000	3,234	3,123	-111	-3.4%
	1,000,000	6,640	6,427	-213	-3.2%
	2,000,000	13,452	13,033	-419	-3.1%
	4,000,000	27,075	26,246	-829	-3.1%
Apartments	\$200,000	\$1,367	\$1,326	-\$41	-3.0%
	500,000	3,418	3,316	-102	-3.0%
	1,000,000	6,836	6,632	-204	-3.0%
	2,000,000	13,672	13,264	-408	-3.0%

### Key Assumptions:

1. Preliminary Pay 21 values from the Minnesota Department of Revenue (PRISM)
  2. Assumes no change in the value of individual parcels of property from 2020 to 2021 taxes. If the value of a parcel increased, the change in taxes will be larger than shown above.
  3. Taxes payable in 2021 are based on the latest estimates of proposed levy, submitted to the Minnesota Department of Education.
- \* For commercial-industrial property, the estimates above are for property in the City of White Bear Lake. The tax impact for commercial industrial property in other municipalities in the school district may be slightly different due to the varying impact of the Twin Cities Fiscal Disparity program.

AGENDA ITEM: **Action on Revised 10-Year Long Term Facility Maintenance Plan**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations; Andi Johnson, Controller; Dan Roeser, Director of Building Operations**

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**BACKGROUND:**

In 2015 the state legislature established the Long-Term Facilities Maintenance (LTFM) Revenue Program (123B.595) for school districts, intermediate, cooperatives and charter schools. This program replaced Health and Safety, Deferred Maintenance, and Alternative Facilities Bonding and Levy programs.

The District updated the plan in July, but because there is a change to our estimated revenue in the 2020 Payable 2021 Preliminary Levy, we must reapprove the LTFM plan. The 10 year plan includes pay as you go levy revenue of \$6.152 million for FY 22 (2020 Payable 2021 Levy), \$3 million each in FY 23 and FY 24 with the ongoing plan to levy \$3.5 million for pay as you go LTFM expenditures in FY 25 to FY 30. Attached is the District's 10-Year Long-Term Facility Maintenance (LTFM) expenditure and revenue plans.

**RECOMMENDED ACTION:** Move to approve the 10-Year Long-Term Facility Maintenance Plan as presented





FY 22 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 7/23/2020														
624	<= Type in School District Number																	
	WHITE BEAR LAKE SCHOOL DISTRICT																	
			Change only if requiring levy adjustments	Payable 2020 LLC Certification	Current Estimate													
Calculations for Ten Year Projection				Pay 20														
	LLC #	FY 2020	FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030					
<b>Old Formula revenue</b>																		
21	Old formula Health & Safety revenue (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2022)	459	538,289	538,289	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Old formula alt facilities debt revenue (1A) - gross before debt	701		4,572,150	4,823,625	6,917,325	6,614,138	6,622,065	6,632,253	-	-	-	-	-	-	-	-	-
23	Debt Excess allocated to line 22			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
24	Old formula alt facilities debt revenue (1A) - debt excess	765		4,572,150	4,823,625	6,917,325	6,614,138	6,622,065	6,632,253	-	-	-	-	-	-	-	-	-
25	Old formula alt facilities net debt revenue (1B) = (12) - (13)	766		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
26	Old formula alt facilities pay as you go revenue (1A)	460	-	161,711	6,152,000	3,000,000	3,000,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000					
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000 (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2022)	463		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
27a	LTFM "H&S >100K per site" bonds	767		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
27b	LTFM "other" bonds for 1A hold harmless	769		503,055	503,055	503,055	503,055	839,055	1,217,475	2,844,240	2,909,550	2,907,765	2,903,775					
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / formula allowance))	466		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
29	Total old formula revenue = (21)+(24)+(25)+(26)+(27)+(27a)+(27b)+(28)	467	5,775,205	5,775,205	11,478,680	10,420,380	10,117,193	10,961,120	11,349,728	6,344,240	6,409,550	6,407,765	6,403,775					
30	<b>Total LTFM Revenue for Individual District Projects = Greater of (20d) or [(29) + (20c)]</b>	<b>468</b>	<b>5,775,205</b>	<b>5,775,205</b>	<b>11,478,680</b>	<b>10,420,380</b>	<b>10,117,193</b>	<b>10,961,120</b>	<b>11,349,728</b>	<b>6,344,240</b>	<b>6,409,550</b>	<b>6,407,765</b>	<b>6,403,775</b>					
31	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number	469	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32	<b>District LTFM Revenue (30) - (31)</b>	<b>470</b>	<b>5,775,205</b>	<b>5,775,205</b>	<b>11,478,680</b>	<b>10,420,380</b>	<b>10,117,193</b>	<b>10,961,120</b>	<b>11,349,728</b>	<b>6,344,240</b>	<b>6,409,550</b>	<b>6,407,765</b>	<b>6,403,775</b>					
33	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)	471	12,796	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
34	<b>Grand Total LTFM Revenue (32) + (33)</b>	<b>472</b>	<b>5,788,002</b>	<b>5,775,205</b>	<b>11,478,680</b>	<b>10,420,380</b>	<b>10,117,193</b>	<b>10,961,120</b>	<b>11,349,728</b>	<b>6,344,240</b>	<b>6,409,550</b>	<b>6,407,765</b>	<b>6,403,775</b>					
<b>Aid and Levy Shares of Total Revenue</b>																		
35	For ANTC & APU, three year prior date		2018	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027					
36	Three year prior Ag Modified ANTC	33	93,599,030	93,599,030	100,928,098	104,965,222	109,163,831	113,530,384	118,071,599	122,794,463	127,706,242	132,814,491	138,127,071					
37	Three year prior Adjusted PU (New Weights)	54	9,378.87	9,378.87	9,456.15	9,698.01	9,892.95	9,972.25	9,972.25	9,972.25	9,972.25	9,972.25	9,972.25					
38	ANTC / APU = (36) / (37)	474	9,979.78	9,979.78	10,673.27	10,823.38	11,034.51	11,384.63	11,840.01	12,313.61	12,806.16	13,318.40	13,851.14					
39	State average ANTC / APU with ag value adjustment	475	8,569.99	8,569.99	9,139.23	9,569.17	9,960.02	10,358.00	10,772.00	11,203.00	11,651.00	12,117.00	12,602.00					
40	Equalizing Factor = 123% of (39)	476	10,541.09	10,541.09	11,241.25	11,770.08	12,250.82	12,740.34	13,249.56	13,779.69	14,330.73	14,903.91	15,500.46					
41	Local (levy) share of Equalized Revenue (lesser of 1 or (38) / (40))	477	94.68%	94.68%	94.95%	91.96%	90.07%	89.36%	89.36%	89.36%	89.36%	89.36%	89.36%					
42	State (aid) share of Equalized Revenue (1 - (41))	478	5.32%	5.32%	5.05%	8.04%	9.93%	10.64%	10.64%	10.64%	10.64%	10.64%	10.64%					
43	Equalized Revenue (lesser of (34) or (6) * (8))	473	3,745,736	3,759,320	3,789,456	3,789,456	3,789,456	3,789,456	3,789,456	3,789,456	3,789,456	3,789,456	3,789,456					
44	Initial LTFM State Aid (42) * (43)	479	199,422	200,183	191,468	304,796	376,232	403,239	403,140	403,176	403,140	403,131	403,216					
45	Old formula Grandfathered Alternative Facilities Aid	481	-	-	-	-	-	-	-	-	-	-	-					
46	Total LTFM State Aid (Greater of (44) or (45))	482	199,422	200,183	191,468	304,796	376,232	403,239	403,140	403,176	403,140	403,131	403,216					
47	Total LTFM Levy (34) - (46) (including coop/intermediate)	485	5,588,579	5,575,022	11,287,213	10,115,584	9,740,960	10,557,881	10,946,588	5,941,064	6,006,410	6,004,634	6,000,559					
48	<b>Debt Service Portion of Revenue (non-grandfather districts)</b>																	
49	Subtotal Debt Service Revenue from above = (12) - (13) + (17) + (20a) + (24)	765+766+767+768		4,572,150	4,823,625	6,917,325	6,614,138	6,622,065	6,632,253	-	-	-	-					





Division of School Finance  
1500 Highway 36 West  
Roseville, MN 55113-4266

## Fiscal Year (FY) 2022 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-06  
Due: July 31, 2020

**General Information:** Minnesota school districts, intermediate school districts and cooperatives applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2020. Submit to [Sarah C. Miller](mailto:Sarah.C.Miller@mde.state.mn.us) (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

### Identification Information

Name of District or Cooperative:	District Number and Type:	Date Submitted:
----------------------------------	---------------------------	-----------------

### Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2022 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clause (3), Minnesota Statutes, section 123B.57, subdivision 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
4. All actual expenditures to be reported in UFARS for FY 2022 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes, section 123B.595, subdivision 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes, section 123B.595, subdivision 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. § 127A.411, subd. 3).
6. The district’s plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. § 121A.335).

### Certification of Statement of Assurances

A Statement of Assurances submitted by a single district must be signed by the district superintendent. A Statement of Assurances submitted by an intermediate school district or cooperative must be signed by the intermediate district superintendent or cooperative director.

Signature – Superintendent or Cooperative Director:	Name – Superintendent or Cooperative Director (Please print)	Date:
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AGENDA ITEM: **Action on Approval of Property Purchase Agreements**

MEETING DATE: **September 28, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**  
**Tim Wald, Assistant Superintendent for Finance**  
**and Operations**

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**BACKGROUND:**

The School Board has discussed the acquisition of property near the high school site if it is beneficial to the plan and as properties become available. Two property owners near the high school site have approached the district with a proposal to purchase their property.

If needed, the purchase agreements will be discussed in closed session pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider the a offer to purchase properties identified as PID #143022120007 and PID#143022130036, located in the City of White Bear Lake, Ramsey County, State of Minnesota prior to tonight's vote.

**RECOMMENDED ACTION:** Move to approve the purchase agreements for the properties described as PID #143022120007 and PID#143022130036, located in the City of White Bear Lake, County of Ramsey, State of Minnesota. The Board authorizes the Superintendent and the Assistant Superintendent for Finance and Operations to sign all documents as necessary to acquire said properties.

School Board Chair

Date: September 28, 2020

School Board Clerk

Date: September 28, 2020