

INDEPENDENT SCHOOL DISTRICT 273
School Board Regular Meeting, Monday, May 18, 2020, 7:00 PM
Virtual

AGENDA

Pursuant to Minnesota Statutes section 13D.021, and the current state of emergency declared by the Governor of Minnesota due to the COVID-19 pandemic, the Board Chair and Chief Legal Counsel for the District have determined that it is not prudent to conduct in-person meetings of the School Board or a meeting under section 13D.02, nor is it feasible to allow any member of the public to be present at the meeting location or any remote sites of any Board Members in order to attend the meeting. All members of the School Board will participate by via an electronic conference call with an audio and visual link. Members of the public who wish to attend may navigate to [this page](#) to find the livestream (<https://tinyurl.com/w2z9ygg>).

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INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE VIRTUAL SPECIAL MEETING OF APRIL 20, 2020

VIRTUAL SPECIAL MEETING
5:30 PM

Edina Community Center
5701 Normandale Road
Room 320 and Remote Locations

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Matthew Fox (attended remotely)
Ms. Julie Greene (attended remotely)
Ms. Ellen Jones (attended remotely)
Mr. Owen Michaelson (attended remotely)
Ms. Janie Shaw (attended remotely)
Mr. Leny Wallen-Friedman (attended remotely)

PRESIDING OFFICER: Chair Erica Allenburg

5:30 PM – 6:50 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. John W. Schultz, Superintendent
Dr. Timothy Anderson, Principal, South View Middle School (attended remotely)
Andrew Beaton, Principal, Edina High School (attended remotely)
Karen Bergman, Principal, Countryside Elementary School (attended remotely)
Steve Buettner, Director of District Media and Technology Services (attended remotely)
Dr. Randy Smasal, Director of Teaching and Learning (attended remotely)

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE VIRTUAL SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA
APRIL 20, 2020

5:30 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members and staff participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Anderson, Beaton, Buettner, Smasal; Sean Beaverson, Digital Learning Specialist (Elementary); Leah Byrd, Edina Family Center Coordinator; Mark Carlson, K-12 Math Coordinator; Caroline Linden, K-12 Literacy Coordinator; Uli Rodriguez, ML Program Coordinator; Mike Walker, Digital Learning Specialist (Secondary).

DISCUSSION ITEM

A. Response to COVID-19; DMTS and Teaching and Learning Update

The meeting adjourned at 6:50 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
APRIL 20, 2020 VIRTUAL SPECIAL MEETING

5:30 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members and staff participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Anderson, Beaton, Buettner, Smasal; Sean Beaverson, Digital Learning Specialist (Elementary); Leah Byrd, Edina Family Center Coordinator; Mark Carlson, K-12 Math Coordinator; Caroline Linden, K-12 Literacy Coordinator; Uli Rodriguez, ML Program Coordinator; Mike Walker, Digital Learning Specialist (Secondary).

DISCUSSION ITEM

A. Response to COVID-19; DMTS and Teaching and Learning Update: Dr. Schultz, Dr. Smasal and Mr. Buettner – joined by Tim Anderson, Andy Beaton, Sean Beaverson, Karen Bergman, Leah Byrd, Mark Carlson, Mark DeYoung, Caroline Linden, Uli Rodriguez and Mike Walker – led a presentation on the District's response to the COVID-19 pandemic to date. They provided information on the distance learning Why; implementation timeline; stages, training and communication; first week themes; District future-readiness; how the District community is staying connected; highlights related to technology and attendance; sample lessons at the elementary and secondary levels; successes and challenges at the elementary and secondary levels; and impacts to and next steps for Teaching and Learning.

At 6:50 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE VIRTUAL REGULAR MEETING OF APRIL 20, 2020

VIRTUAL SPECIAL MEETING
7:00 PM

Edina Community Center
5701 Normandale Road
Room 320 and Remote Locations

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Matthew Fox (attended remotely)
Ms. Julie Greene (attended remotely)
Ms. Ellen Jones (attended remotely)
Mr. Owen Michaelson (attended remotely)
Ms. Janie Shaw (attended remotely)
Mr. Leny Wallen-Friedman (attended remotely)

PRESIDING OFFICER: Chair Erica Allenburg

7:03 PM – 10:34 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. John W. Schultz, Superintendent
Dr. Timothy Anderson, Principal, South View Middle School (attended remotely)
Andrew Beaton, Principal, Edina High School (attended remotely)
Karen Bergman, Principal, Countryside Elementary School (attended remotely)
Steve Buettner, Director of District Media and Technology Services (attended remotely)
Jeff Jorgensen, Director of Student Support Services (attended remotely)
Mary Manderfeld, Director of Equity and Enrollment (attended remotely)
Dr. Randy Smasal, Director of Teaching and Learning (attended remotely)
John Toop, Director of Business Services (attended remotely)

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA
APRIL 20, 2020

7:03 PM Chair Allenburg called to order the regular meeting of the School Board. All Members and staff participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Anderson, Beaton, Bergman, Buettner, Jorgensen, Manderfeld, Smasal, Toop; and Sean Beaverson, Digital Learning Specialist (Elementary); Leah Byrd, Edina Family Center Coordinator; Mark Carlson, K-12 Math Coordinator; Eric Hamilton; Director of Buildings and Grounds; Caroline Linden, K-12 Literacy Coordinator; Uli Rodriguez, ML Program Coordinator; Troy Stein, EHS Assistant Principal and Activities Director; Mike Walker, Digital Learning Specialist (Secondary).

AGENDA MODIFIED DUE TO STAFF ILLNESS

APPROVAL OF MINUTES BY MAJORITY ROLL CALL VOTE

RECOGNITION AND EXCELLENCE IN ACTION

MODIFICATION OF CONSENT AGENDA

CONSENT ITEMS APPROVED BY UNANIMOUS ROLL CALL VOTE

- A. Personnel Recommendations
- B. Terminations and Nonrenewals
- C. Expenditures Payable – March 2020
- D. Purchase of Phone System Software
- E. South View Middle School Security Grant
- F. Host for Minnesota GreenCorps
- G. Commendation of Lindsey McDermott
- H. Commendation of Boys' Swim and Dive Team
- I. Policy Review – 514, 634

ACTION ITEMS APPROVED BY UNANIMOUS ROLL CALL VOTE

- A. Policy Review - 410
- B. Policy Review – 616

REPORT AND PRESENTATION

- A. Response to COVID-19; DMTS and Teaching and Learning Update

DISCUSSION ITEMS

- A. Mission and Vision Statements
- B. Board HR Committee Name Change
- C. Policy Review – 439, 530
- D. Legislative Advocacy During COVID Pandemic

ACTION ITEMS APPROVED BY MAJORITY ROLL CALL VOTE

- A. EHS Turf Replacement

B. Class Size Memo

INFORMATION

A. Enrollment and Mobility Reports

B. Expenditures Report

The meeting adjourned at 10:34 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
APRIL 20, 2020 REGULAR MEETING

7:03 PM Chair Allenburg called to order the regular meeting of the School Board. All Members and staff participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Anderson, Beaton, Bergman, Buettner, Jorgensen, Manderfeld, Smasal, Toop; and Sean Beaverson, Digital Learning Specialist (Elementary); Leah Byrd, Edina Family Center Coordinator; Mark Carlson, K-12 Math Coordinator; Eric Hamilton; Director of Buildings and Grounds; Caroline Linden, K-12 Literacy Coordinator; Uli Rodriguez, ML Program Coordinator; Troy Stein, EHS Assistant Principal and Activities Director; Mike Walker, Digital Learning Specialist (Secondary).

AGENDA MODIFIED DUE TO STAFF ILLNESS

Chair Allenburg announced that the American Indian Presentation was removed from the agenda due to staff illness.

APPROVAL OF MINUTES BY MAJORITY ROLL CALL VOTE

Member Wallen-Friedman moved and Member Michaelson seconded to approve the minutes of the March 23, April 13 and April 16, 2020 special meetings. Members Allenburg, Fox, Greene, Shaw and Wallen-Friedman voted Aye by roll call vote. Members Jones and Michaelson voted Nay by roll call vote. Motion passed.

RECOGNITION AND EXCELLENCE IN ACTION

Dr. Smasal presented National Board Certified Teacher Lindsey McDermott for recognition of her accomplishment. Troy Stein presented the State Champion coaches and captains of the Boys' Swim and Dive Team for recognition of their accomplishments. All individuals appeared remotely. An "Excellence in Action" video was then shown, thanking all of the District's myriad volunteers.

Chair Allenburg noted the Board had received no community input on the agenda items. Over the last month, the Board has received emails regarding distance learning, and she believed the presentation later in the meeting would be very responsive to those emails.

AGENDA MODIFICATION

Member Jones requested the removal of Policies 410 and 616 from the Consent Agenda.

CONSENT ITEMS APPROVED BY UNANIMOUS ROLL CALL VOTE

Member Wallen-Friedman moved and Member Michaelson seconded to approve the modified consent agenda. All Members voted Aye by roll call vote. The resolutions were:

- A. Personnel Recommendations
- B. Terminations and Nonrenewals
- C. Expenditures Payable – March 2020
- D. Purchase of Phone System Software

- E. South View Middle School Security Grant
- F. Host for Minnesota GreenCorps
- G. Commendation of Lindsey McDermott
- H. Commendation of Boys' Swim and Dive Team
- I. Policy Review – 514, 634

ACTION ITEMS APPROVED BY UNANIMOUS ROLL CALL VOTE

Policy 410 – Family and Medical Leave: Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. All Members voted Aye by roll call vote.

Comment: The section referenced by Member Jones was located within the policy.

Policy 616 – Selection and Review of Instructional Text, Materials, Content or Issues: Member Wallen-Friedman moved and Member Shaw seconded to approve the motion. All Members voted Aye by roll call vote.

Comment: Member Jones had intended to discuss Policy 634. Policy 634 will be added to the list of policies being collected as potentially needing Board review due to the pandemic situation.

REPORT AND PRESENTATION

Response to COVID-19; DMTS and Teaching and Learning Update: Superintendent Schultz and Directors Smasal and Buettner were joined by Tim Anderson, Andy Beaton, Sean Beaverson, Karen Bergman, Leah Byrd, Mark Carlson, Mark DeYoung, Caroline Linden, Uli Rodriguez and Mike Walker, in presenting the District's response to date to the COVID-19 pandemic. This presentation followed a similar outline to the one given at the evening's earlier Board work session, providing information on the three areas of focus required of school districts by the Governor: meals, childcare, and distance learning. The main subtopics for distance learning were the Why; the implementation timeline; stages, training and communication; first week themes; District future-readiness; how the District community is staying connected; highlights of technology and attendance; sample lessons at the elementary and secondary levels; successes and challenges at the elementary and secondary levels; and impacts to and next steps for Teaching and Learning.

DISCUSSION ITEMS

Mission and Vision Statements: The Board discussed possible edits to the approved mission and vision statements with no consensus found. Members Greene, Shaw and Wallen-Friedman will bring two revised versions of the mission and vision statements to the Board at its next strategic planning meeting.

Board Human Resources Committee Name Change: Policy 213 will be modified accordingly when the name change occurs.

Policy Review – 439, 530: Superintendent Schultz will connect with Health Services Coordinator Mary Heiman regarding the edit suggested by Member Jones. Member Jones will provide her concerns regarding policy and communicable diseases to the Superintendent and Board Chair. Member Michaelson provided brief updates on Policies

713 (Student Transportation) and 104 (Complaints - Students, Employees, Parents, Other Persons); and the 200 series policies (School Board).

Legislative Advocacy During COVID Pandemic: The LAC will limit their advocacy to reimbursement for hourly childcare employees, unless given new direction by the Board or Superintendent, who would inform the Board prior to bringing to the LAC.

ACTION ITEMS APPROVED BY MAJORITY ROLL CALL VOTE

EHS Turf Replacement: Member Michaelson moved and Member Wallen-Friedman seconded to approve the motion. Members Allenburg, Fox, Greene, Jones, Michaelson and Wallen-Friedman voted Aye by roll call vote. Member Shaw voted Nay by roll call vote. Motion passed.

Comments: Buildings and Grounds Director Hamilton noted that the project covers improvements to, as well as replacement of, the current field.

Class Size Memorandum: Member Wallen-Friedman moved and Member Michaelson seconded to approve the motion. Members Allenburg, Fox, Greene, Michaelson, Shaw and Wallen-Friedman voted Aye by roll call vote. Member Jones voted Nay by roll call vote. Motion passed.

Comments: The School Board discussed the Class Size Memorandum.

Chair Allenburg offered thanks to Zach Horn, District Audio-Visual Specialist, who is a huge asset to the District and instrumental in getting the Board meetings online.

At 10:34 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE VIRTUAL SPECIAL MEETING OF APRIL 30, 2020

VIRTUAL SPECIAL MEETING
5:00 PM

Edina Community Center
5701 Normandale Road
Room 320 and Remote Locations

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Matthew Fox (attended remotely)
Ms. Julie Greene (attended remotely)
Ms. Ellen Jones (attended remotely)
Mr. Owen Michaelson (attended remotely)
Ms. Janie Shaw (attended remotely)
Mr. Leny Wallen-Friedman (attended remotely)

PRESIDING OFFICER: Chair Erica Allenburg

5:01 PM – 8:30 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. John W. Schultz, Superintendent

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE VIRTUAL SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA
APRIL 30, 2020

5:01 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members, staff and guests participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz. Guest present: Trevor Helmers, Esq.

CLOSED SESSION

- A. Legal Issue

DISCUSSION ITEMS

- A. Meeting Protocols
- B. Board Norms
- C. Policies 203, 209, 213 (walked in)
- D. Future Board Agendas

The meeting adjourned at 8:30 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
APRIL 30, 2020 VIRTUAL SPECIAL MEETING

5:01 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members, staff and guests participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz. Guest present: Trevor Helmers, Esq.

CLOSED SESSION

At 5:01 PM Member Wallen-Friedman moved and Member Shaw seconded to close the meeting pursuant to Minnesota Statutes Section 13D.05, subdivision 3(b), to engage in discussions with the School Board's legal counsel related to litigation in the case of Benson v. ISD 273, Court File No. 27-CV-19-14679. The School Board seeks legal advice on the status of the matter, alleged claims against the District, the District Attorney's analysis of the same, and the District's options for responding to and resolving such claims. All Members voted Aye by roll call vote.

At 5:56 PM the closed session was adjourned.

DISCUSSION ITEMS

- A. Meeting Protocols: District legal counsel provided advice and led the discussion on the proposed meeting protocols.
- B. Board Norms: Members of the Board HR Committee introduced proposed School Board Norms for review and discussion. The norms will return to the HR Committee before returning to the full Board for discussion in May.
- C. Policies 203, 209, 213: Members of the Board HR Committee provided proposed edits to policies 203 – Operation of the School Board; and 213 – School Board Committees; and introduced new policy 209 – Code of Ethics for review and discussion. The policies will return to the Policy Committee before returning to the full Board for discussion in May.
- D. Future Board Agendas: Members of the Board HR Committee provided the proposed agendas for Board meetings through the end of the school year.

At 8:30 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE VIRTUAL SPECIAL MEETING OF MAY 4, 2020

VIRTUAL SPECIAL MEETING
5:00 PM

Edina Community Center
5701 Normandale Road
Room 320 and Remote Locations

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Matthew Fox (attended remotely)
Ms. Julie Greene (attended remotely)
Ms. Ellen Jones (attended remotely)
Mr. Owen Michaelson (attended remotely)
Ms. Janie Shaw (attended remotely)
Mr. Leny Wallen-Friedman (attended remotely)

PRESIDING OFFICER: Chair Erica Allenburg

5:00 PM – 9:00 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. John W. Schultz, Superintendent
Bryan Bass, Assistant Superintendent (attended remotely)
Steve Buettner, Director of District Media and Technology Services (attended remotely)
Jeff Jorgensen, Director of Student Support Services (attended remotely)
Mary Manderfeld, Director of Enrollment and School Improvement (attended remotely)
Dr. Randy Smasal, Director of Teaching and Learning (attended remotely)
Mary Woitte, Director of Communications (attended remotely)

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE VIRTUAL SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA
MAY 4, 2020

5:00 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members, staff and guests participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Bass, Buettner, Jorgensen, Manderfeld, Smasal, Woitte. Guest: Dr. Mirja Hanson.

DISCUSSION ITEMS

A. Strategic Plan / Data Dashboard

The meeting adjourned at 9:00 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
MAY 4, 2020 VIRTUAL SPECIAL MEETING

5:00 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members, staff and guests participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Bass, Buettner, Jorgensen, Manderfeld, Smasal, Woitte. Guest: Dr. Mirja Hanson.

DISCUSSION

A. Strategic Plan / Data Dashboard: Superintendent Schultz and Directors Bass, Buettner, Jorgensen, Manderfeld, Smasal and Woitte joined Dr. Hanson in presenting the five strategies and their metrics for Board review and discussion. The Board also discussed the communications plan for the EPS Strategic Plan.

At 9:00 PM, there being no objection, Chair Allenburg adjourned the meeting.

INDEPENDENT SCHOOL DISTRICT 273
OFFICIAL MINUTES OF THE VIRTUAL SPECIAL MEETING OF MAY 11, 2020

VIRTUAL SPECIAL MEETING
5:00 PM

Edina Community Center
5701 Normandale Road
Room 320 and Remote Locations

SCHOOL BOARD MEMBERS PRESENT:

ABSENT:

Ms. Erica Allenburg
Mr. Matthew Fox (attended remotely)
Ms. Julie Greene (attended remotely)
Ms. Ellen Jones (attended remotely)
Mr. Owen Michaelson (attended remotely)
Ms. Janie Shaw (attended remotely)
Mr. Leny Wallen-Friedman (attended remotely)

PRESIDING OFFICER: Chair Erica Allenburg

5:00 PM – 7:39 PM

ADMINISTRATIVE STAFF PRESENT:

Dr. John W. Schultz, Superintendent
Bryan Bass, Assistant Superintendent (attended remotely)
Steve Buettner, Director of District Media and Technology Services (attended remotely)
Jeff Jorgensen, Director of Student Support Services (attended remotely)
Mary Manderfeld, Director of Enrollment and School Improvement (attended remotely)
Dr. Randy Smasal, Director of Teaching and Learning (attended remotely)
Mary Woitte, Director of Communications (attended remotely)

CERTIFIED CORRECT:

CERTIFIED CORRECT:

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

(Official Publication)
MINUTES OF THE VIRTUAL SPECIAL MEETING OF THE SCHOOL BOARD
DISTRICT 273 EDINA, MINNESOTA
MAY 11, 2020

5:00 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members, staff and guests participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Bass, Buettner, Jorgensen, Manderfeld, Smasal, Woitte. Guest: Dr. Mirja Hanson.

DISCUSSION ITEMS

- A. Distance Learning Update
- B. Strategic Plan
- C. Leadership Update

The meeting adjourned at 7:39 PM. The minutes and resolutions are open to public inspection on the district website, and on file at the district office, 5701 Normandale Road.

Ms. Erica Allenburg, Chair

Ms. Ellen Jones, Clerk

OFFICIAL MINUTES OF SCHOOL BOARD'S
MAY 11, 2020 VIRTUAL SPECIAL MEETING

5:00 PM Chair Allenburg called to order the virtual special meeting of the School Board. All Members, staff and guests participated remotely. Members present: Allenburg, Fox, Greene, Jones, Michaelson, Shaw, Wallen-Friedman. Staff present: Schultz, Bass, Buettner, Jorgensen, Manderfeld, Smasal, Woitte. Guest: Dr. Mirja Hanson.

DISCUSSION

- A. Distance Learning Update: Directors Smasal and Buettner and Superintendent Schultz provided an update on Distance Learning and the close of the school year. Discussion about the start of the 2020-2021 school year also took place.
- B. Strategic Plan: Superintendent Schultz and Directors Bass, Buettner, Jorgensen, Manderfeld, Smasal and Woitte discussed the of the Strategic Plan's five strategies and GANTT Chart, in preparation for the May 18 Board meeting presentation of the Strategic Plan.
- C. Leadership Update: The Board discussed how policies are reviewed by the Policy Committee and School Board.

At 7:39 PM, there being no objection, Chair Allenburg adjourned the meeting.



Board Meeting Date: 5/18/2020

TITLE: Excellence in Action

TYPE: Information

BACKGROUND: During the past school year, Highlands Elementary welcomed a four-legged helper to their midst. Fifth grader Danny Martin began bringing his service dog, Napa, to school each day. No one was quite sure what to expect and how it would work. But in the end, Napa helped his buddy Danny, and all of Highlands to open their minds and hearts to new definitions of success and belonging.

<https://youtu.be/7bF8yuRYwGs>



Board Meeting Date: 5/18/2020

TITLE: Personnel Recommendations

TYPE: Consent

PRESENTER(S): Bryan Bass

BACKGROUND: Personnel recommendations are made monthly. Conditional offers of employment are subject to successful completion of a criminal background check.

RECOMMENDATION: Approve the attached personnel recommendations.

PRIMARY ISSUE(S) TO CONSIDER: Personnel recommendations.

ATTACHMENTS:

LICENSED STAFF

A. RECOMMENDATIONS FOR EMPLOYMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
SMASAL, RANDY	Assistant Superintendent District Office	\$178,500	7/1/2020

These conditional offers of employment are subject to successful completion of a criminal background check.

B. RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Reason</u>	<u>Date</u>
DOKKEN, KEISHA	Leave South View	Personal	
MUNSON, JORDAN	Special Education Concord	Personal	6/3/2020

NON-LICENSED STAFF

A. CHANGE IN ASSIGNMENT

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Date</u>
YANG, LEE	From: Building Repair, EHS To: Custodial Supervisor, Cornelia	Step 2, \$4768/month	05/11/20
DAHLSTROM, CONSTANCE	From: Accounts Payable Specialist, District office To: District Accountant, District Office	\$75,564	04/16/20
ANDERSON, ANNE	From: Teacher Administrative Clerk, Classification G - Normandale To: Principal Secretary, Classification D, Normandale	Step 5, \$3584/month	07/01/20

C. RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Reason</u>	<u>Date</u>
FRANKOVICH, JESSICA	.5 FTE Dept Specialist G - EHS	Personal	03/27/20
DAHLSTROM, CONSTANCE	District Accountant	Personal	05/29/20

COMMUNITY EDUCATION SERVICES STAFF

A. TERMINATIONS

<u>Name</u>	<u>Assignment</u>	<u>Reason</u>	<u>Date</u>
KOLLER, ERICA	Community Education Manager - Countryside	Elimination of position	5/31/2020
MARCHAND, REBECCA	Community Education Manager - Creek Valley	Elimination of position	5/31/2020
MAXWELL, TERRY	Community Education Manager - Cornelia	Elimination of position	5/31/2020
MCVAY, SANDRA	Community Education Manager - Normandale	Elimination of position	5/31/2020
MISGEN, ANGIE	Community Education Manager - Highlands	Elimination of position	5/31/2020
PROCTOR, CARRIE	Community Education Manager - Middle School	Elimination of position	5/31/2020
RINGGENBERG, CHRISTINE	Community Education Manager - Concord	Elimination of position	5/31/2020



Board Meeting Date: 5/18/2020

TITLE: Community Education Staff Adjustments

TYPE: Consent

PRESENTER(S): Valerie Burke

BACKGROUND: Since March 16th, Community Education programming, which is approximately 82% fee based, has been unable to collect any revenues. We have continued to provide quality care to families of Essential Tier I and Tier II workers, and have done our best to keep our staff engaged and employed. At this time, it is no longer financially feasible to continue to employ all of our staff. Recommendations regarding position eliminations and furloughs is in the report below.

RECOMMENDATION: Learn about Community Education and staffing under the COVID-19 pandemic, and accept and approve the attached recommendations.

PRIMARY ISSUE(S) TO CONSIDER: Making staff adjustments to both help with current budget constraints and to allow Community Education to remain nimble as it heads into the summer and an uncertain fall school year delivery of programs and services

ATTACHMENTS:

1. Report

Report on Community Education Staffing Adjustments

May 18, 2020

Overview

Edina Community Education Services revenue streams come in three main pots. Community Levies comprise about 13% of the budget. State and Federal aide make about another 5%. Approximately 82% of our fees come in the form of fees. Since March 16, 2020, CES has been unable to collect any fees.

While our staff has continued to provide quality childcare to families of Essential Tier I and Tier II workers, per Governor Waltz's order, no fees have been collected. This has resulted in a rather rapid change in our financial position.

On February 10th, when I came to the School Board to present the 2020-21 proposed Community Education Budget, we were anticipating a 2019-20 year-end fund balance of 13% for general Community Education programs, excluding Early Education.

On April 24th, after our hourly staff reduction, we projected a year-end fund balance of approximately 3%, again excluding Early Learning. That helped us at that time as conditions were still unknown. At this time, with conditions continuing to hinder our ability to collect fees, we come to you with three additional asks.

1. We are recommending a program change with our Managerial staff. Our current program has a Manager at each elementary building and one for our Middle School programs. These positions are not in ratio with students and serve the role of point person with the building Principal's and custodians. While this plays an important role, we are recommending eliminating these positions to help us both cut costs now, and remain as nimble and flexible as possible as we deliver a small summer program and enter a very uncertain fall school year. Our School Age Care Coordinator and our Inclusion Manager will take over the role of point for buildings that we are programming in for this current time period. When program options open up, we will reexamine best next steps for these roles.
2. We are also recommending that we furlough 50% of our Supervisor staff. Our intent is to only keep employed the amount of Supervisor's we need to support our summer program. We are asking to furlough this staff because as our program begins to grow again, our hope and intent is to recall this level of staff. Our Supervisor's are in ratio with students and in addition are the point people for our parent's and families. They provide information about the students to the families and oversee medication distribution and provide oversight to our Recreation staff.
3. We are recommending that during these unusual circumstances we honor our long-term Managerial staff by paying them retirement payments earned for years of service as dictated by section 4.2 of the CES Salaried guidebook. We would pro-rate these payments based on years served but waive the requirement of staff having to be 55 years of age. We feel strongly that staff have earned this benefit and we want to make this transition as smooth and fair as possible.

None of these staffing decisions comes lightly. However, with these recommendations, we anticipate ending the 2019-20 year with a fund balance of approximately 4.5%. This reduction allows us to begin the process of rebuilding and readjusting to the circumstances we find ourselves in. Below shows a CES general program fund balance progression.

<i>Projected Fund Balance</i>	<i>March 2020 (Pre-COVID)</i>	<i>April 2020 (after hourly staff reductions)</i>	<i>May 2020 (after salaried staff reductions)</i>
<i>General Community Programs (No ELC)</i>	\$873,356.00 Approx. 13%	\$195,202.00 Approx. 3.04%	\$285,819.00 Approx. 4.5%



Board Meeting Date: 5/18/2020

TITLE: Expenditures Payable 4-30-20

TYPE: Consent

PRESENTER(S): John Toop, Director of Business Services

BACKGROUND:

01	General Fund	\$ 1,626,116.18
02	Food Service Fund	127,660.91
04	Community Service Fund	67,466.68
06	Construction- Long Term Facility Maintenance Technology	1,258,545.08
07	Debt Redemption Fund	0.00
12	Construction- 2015 Building Bond	7,131.65
20	Internal Service – Dental Self Insurance	0.00
50	Student Activities	<u>0.00</u>
	Total Expenditures	<u>\$ 3,086,920.50</u>

RECOMMENDATION: It is recommended that the Board approve the payment of expenditures as appended.

PRIMARY ISSUE(S) TO CONSIDER: None

ATTACHMENTS:

1. April Check Register

SOURCEWELL TECHNOLOGY
 DATE: 05/12/2020
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EDINA - LIVE
 CHECK REGISTER - BY FUND

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SELECTION CRITERIA: transact.yr='20' and transact.period='10'
 ACCOUNTING PERIOD: 11/20

FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01009760720000	330	BUS GARAGE	0.00	-18.01	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01533810000000	330	NORMANDALE	0.00	-3,543.18	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01528810000000	330	COUNTRYSIDE	0.00	-3,965.47	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01527810000000	330	CORNELIA	0.00	-4,040.61	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01529810000000	330	HIGHLANDS	0.00	-4,248.89	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01526810000000	330	CONCORD	0.00	-4,553.93	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01532810000000	330	CREEK VALLEY	0.00	-5,105.99	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01020810000000	330	VALLEY VIEW	0.00	-11,477.18	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01008810000000	330	ECC	0.00	-12,562.18	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	-15,154.75	
A101.00	375778	V 03/11/20	05410	XCEL ENERGY	01021810000000	330	EDINA HS	0.00	-31,337.00	
TOTAL CHECK								0.00	-96,007.19	
A101.00	375794	V 03/18/20	23495	EDINA HISTORICAL SO	01528203000240	369	CAHILL FIELD TRIPS	0.00	-570.00	
A101.00	376063	04/01/20	32071	93 SKIP LLC	01009760720000	330	SOLAR PANEL PROD	0.00	131.32	
A101.00	376066	04/01/20	24971	BATTERIES R US	01021810000000	350	WINDOW GATE- C STAN	0.00	29.97	
A101.00	376066	04/01/20	24971	BATTERIES R US	01021810000810	401	RDG SCRUB BATT/CABL	0.00	720.26	
TOTAL CHECK								0.00	750.23	
29	A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	720.00
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,025.00	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,027.50	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,445.00	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,562.50	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,687.50	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,810.00	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	540.00	
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A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	85.00	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	115.00	
A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	125.00	
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A101.00	376067	04/01/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	145.00	
TOTAL CHECK								0.00	11,027.50	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01533810000000	440	NORMANDALE	0.00	134.55	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01008810000000	440	ECC	0.00	477.05	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01019810000000	440	SOUTH VIEW	0.00	599.54	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01527810000000	440	CORNELIA	0.00	2,141.85	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01532810000000	440	CREEK VALLEY	0.00	1,341.80	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01021810000000	440	EDINA HS	0.00	827.64	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01020810000000	440	VALLEY VIEW	0.00	646.14	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01009760720000	440	BUS GARAGE	0.00	966.93	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01528810000000	440	COUNTRYSIDE	0.00	2,543.00	
A101.00	376069	04/01/20	15056	CENTERPOINT ENERGY	01526810000000	440	CONCORD	0.00	2,732.67	
TOTAL CHECK								0.00	12,411.17	
A101.00	376070	04/01/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	612.10	
A101.00	376070	04/01/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	540.00	

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FUND - 01 - GENERAL

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A101.00	376070	04/01/20	24945	CENTURYLINK	01021810000000	320	EDINA HS	0.00	389.05
A101.00	376070	04/01/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	260.00
A101.00	376070	04/01/20	24945	CENTURYLINK	01019810000000	320	SOUTH VIEW	0.00	269.29
A101.00	376070	04/01/20	24945	CENTURYLINK	01020810000000	320	VALLEY VIEW	0.00	302.59
A101.00	376070	04/01/20	24945	CENTURYLINK	01532810000000	320	CREEK VALLEY	0.00	134.44
A101.00	376070	04/01/20	24945	CENTURYLINK	01526810000000	320	CONCORD	0.00	150.96
A101.00	376070	04/01/20	24945	CENTURYLINK	01527810000000	320	CORNELIA	0.00	153.88
A101.00	376070	04/01/20	24945	CENTURYLINK	01528810000000	320	COUNTRYSIDE	0.00	153.88
A101.00	376070	04/01/20	24945	CENTURYLINK	01009760720000	320	TRANSPORTATION	0.00	126.88
A101.00	376070	04/01/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	89.00
A101.00	376070	04/01/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	92.75
A101.00	376070	04/01/20	24945	CENTURYLINK	01020810000000	320	VALLEY VIEW	0.00	107.83
A101.00	376070	04/01/20	24945	CENTURYLINK	01526810000000	320	CONCORD	0.00	63.50
TOTAL CHECK								0.00	3,446.15
A101.00	376071	04/01/20	01321	CITY OF EDINA	01532810000000	331	CREEK VALLEY	0.00	3,739.59
A101.00	376071	04/01/20	01321	CITY OF EDINA	01020810000000	331	VALLEY VIEW	0.00	8,668.41
A101.00	376071	04/01/20	01321	CITY OF EDINA	01526810000000	331	CONCORD	0.00	2,530.54
A101.00	376071	04/01/20	01321	CITY OF EDINA	01021810000000	331	EDINA HS	0.00	14,881.78
TOTAL CHECK								0.00	29,820.32
A101.00	376072	04/01/20	22205	CLIA LABORATORY PRO	01005720000000	401	FEES 9/1/20-8/31/22	0.00	180.00
A101.00	376073	04/01/20	12261	CUSHMAN MOTOR COMPA	01528810000820	401	LAWN TRACTOR REPAIR	0.00	1,378.19
A101.00	376073	04/01/20	12261	CUSHMAN MOTOR COMPA	01021810000820	401	GAUGE CLUSTER	0.00	303.07
A101.00	376073	04/01/20	12261	CUSHMAN MOTOR COMPA	01019810000820	401	TRACTOR PARTS	0.00	11.18
TOTAL CHECK								0.00	1,692.44
A101.00	376074	04/01/20	30587	D.S. ERICKSON & ASS	01	L215.13	IW-C SIVILAY	0.00	278.88
A101.00	376075	04/01/20	32073	DANIEL DUCHENE	01021294000651	302	BOYS BASKETBALL	0.00	79.00
A101.00	376076	04/01/20	16255	EDINA HIGH SCHOOL B	01021291000250	430	BAND SUPPLIES	0.00	550.00
A101.00	376076	04/01/20	16255	EDINA HIGH SCHOOL B	01021291000250	430	BAND SUPPLIES	0.00	880.00
A101.00	376076	04/01/20	16255	EDINA HIGH SCHOOL B	01021291000250	305	POPS SUPPLIES	0.00	1,150.00
TOTAL CHECK								0.00	2,580.00
A101.00	376077	04/01/20	19653	EMPIREHOUSE INC	01021211302000	530	SLDNG GLSS DR INSTA	0.00	450.00
A101.00	376077	04/01/20	19653	EMPIREHOUSE INC	01021810000000	350	SLDNG GLSS DR INSTA	0.00	450.00
TOTAL CHECK								0.00	900.00
A101.00	376078	04/01/20	29091	ENVISION GLASS,INC	01020211000000	430	BROKEN DOOR LIGHT	0.00	363.00
A101.00	376079	04/01/20	30767	F.H. CANN & ASSOCIA	01	L215.13	IW-D BUSBY	0.00	279.62
A101.00	376080	04/01/20	24667	FASTENAL COMPANY	01021810000000	350	HDWR/TOOLS TO MNT M	0.00	48.65
A101.00	376081	04/01/20	25849	SHRED-IT USA	01020211000000	305	SHREDDING	0.00	53.52
A101.00	376083	04/01/20	18540	GIBBONS THOMAS RAYM	01527810000000	350	FLOOR REPAIR	0.00	2,200.00
A101.00	376084	04/01/20	27788	GREATAMERICA FINANC	01019211000000	305	PSTGE METER-APR20 S	0.00	149.95

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376085	04/01/20	21719	GREEN LIGHTS RECYCL	01532865349000	305	CV LIGHTBULB RECYCL	0.00	97.25
A101.00	376085	04/01/20	21719	GREEN LIGHTS RECYCL	01020865349000	305	VV LIGHTBULB RECYCL	0.00	98.52
A101.00	376085	04/01/20	21719	GREEN LIGHTS RECYCL	01528865349000	305	CS LIGHTBULB RECYCL	0.00	60.67
A101.00	376085	04/01/20	21719	GREEN LIGHTS RECYCL	01021865349000	305	HS LIGHTBULB RECYCL	0.00	226.15
TOTAL CHECK								0.00	482.59
A101.00	376086	04/01/20	00296	GROTH MUSIC COMPANY	01019258000250	350	EUPHONIUM REPAIR	0.00	171.98
A101.00	376086	04/01/20	00296	GROTH MUSIC COMPANY	01019258000251	430	CHOIR MIC	0.00	479.80
TOTAL CHECK								0.00	651.78
A101.00	376087	04/01/20	15367	H&B SPECIALIZED PRO	01529865379000	520	HL SCH STAGE LIFT W	0.00	467.00
A101.00	376088	04/01/20	24664	HODGE PRODUCTS INC	01020211000000	430	1525 LOCKS BLACK D	0.00	3,423.70
A101.00	376088	04/01/20	24664	HODGE PRODUCTS INC	01020211000000	430	V53 KEYS	0.00	24.95
A101.00	376088	04/01/20	24664	HODGE PRODUCTS INC	01020211000000	430	ESTIMATED SHIPPING/	0.00	249.87
TOTAL CHECK								0.00	3,698.52
A101.00	376089	04/01/20	21315	HORIZON COMMERCIAL	01019810000815	401	POOL SUPPLIES	0.00	158.90
A101.00	376090	04/01/20	24905	HOUGHTON MIFFLIN HA	01529420740000	433	CREDIT-WRONG PRICE	0.00	-334.82
A101.00	376090	04/01/20	24905	HOUGHTON MIFFLIN HA	01529420740000	433	SAXON MATH WKBKS 1-	0.00	352.05
A101.00	376090	04/01/20	24905	HOUGHTON MIFFLIN HA	01529420740000	433	#1466998 - SAXON MA	0.00	151.50
A101.00	376090	04/01/20	24905	HOUGHTON MIFFLIN HA	01529420740000	433	#1466997 - SAXON MA	0.00	151.50
A101.00	376090	04/01/20	24905	HOUGHTON MIFFLIN HA	01529420740000	433	ESTIMATED SHIPPING/	0.00	31.82
TOTAL CHECK								0.00	352.05
A101.00	376091	04/01/20	26941	INNOVATIONAL WATER	01021810000000	350	HOT WATER HEAT LOOP	0.00	937.50
A101.00	376091	04/01/20	26941	INNOVATIONAL WATER	01005810000000	305	MONTHLY WATER MGMT	0.00	2,744.17
TOTAL CHECK								0.00	3,681.67
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01532810000820	401	CV GROUNDS	0.00	71.98
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01005810000820	401	DW GROUNDS	0.00	1.27
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01005810000820	401	DW GROUNDS	0.00	2.22
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01005810000820	401	DW GROUNDS	0.00	3.19
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01005810000820	401	DW GROUNDS	0.00	5.18
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01005810000820	401	DW GROUNDS	0.00	7.81
A101.00	376092	04/01/20	03720	JERRY'S HARDWARE	01005810000820	401	DW GROUNDS	0.00	14.23
TOTAL CHECK								0.00	105.88
A101.00	376094	04/01/20	17174	JOHN HENRY FOSTER	01021810000000	350	REPL OIL/WATER FILT	0.00	290.00
A101.00	376095	04/01/20	16419	JOSTENS INC	01019291000264	430	YRBOOK BALANCE 2020	0.00	3,544.27
A101.00	376096	04/01/20	09728	JW PEPPER & SON INC	01020258000250	430	BAND-MUSIC WKSHEETS	0.00	69.00
A101.00	376098	04/01/20	16127	KULLY SUPPLY INC	01021810000000	350	TOILET AUTO FLUSH S	0.00	88.48
A101.00	376102	04/01/20	32074	MARSHMEDIA	01527050000000	401	PUBERTY DVD	0.00	59.95
A101.00	376103	04/01/20	28075	MCPHILLIPS BROS ROO	01019810000000	350	ROOF REPAIR	0.00	618.00

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376104	04/01/20	30024	MENARDS - EDEN PRAI	01529810000810	401	CUSTODIAL SUPPLIES	0.00	32.22
A101.00	376104	04/01/20	30024	MENARDS - EDEN PRAI	01529810000810	401	SUPPLIES	0.00	19.14
TOTAL CHECK									
								0.00	51.36
A101.00	376105	04/01/20	30025	MENARDS - RICHFIELD	01019810000810	401	SUPPLIES	0.00	145.01
A101.00	376106	04/01/20	20037	METRO ELEVATOR INC	01005810000000	305	ECC APR ELEV SERVIC	0.00	1,097.00
A101.00	376107	04/01/20	25610	MOTG-MINNESOTA OFFI	01526203000000	401	USAGE 2/3-3/2 CC	0.00	1,129.62
A101.00	376107	04/01/20	25610	MOTG-MINNESOTA OFFI	01019211000000	430	USAGE 2/3-3/2 SVMS	0.00	356.95
A101.00	376107	04/01/20	25610	MOTG-MINNESOTA OFFI	01020211000000	305	USAGE 2/3-3/2 VVMS	0.00	304.16
A101.00	376107	04/01/20	25610	MOTG-MINNESOTA OFFI	01528203000000	430	USAGE 2/3-3/2 CS	0.00	525.21
A101.00	376107	04/01/20	25610	MOTG-MINNESOTA OFFI	01020211000000	305	USAGE 10/3-11/2VV A	0.00	108.47
TOTAL CHECK									
								0.00	2,424.41
A101.00	376108	04/01/20	21406	MINNESOTA SCHOOL EM	01	L215.08	UNION DUES W/H	0.00	1,694.49
A101.00	376110	04/01/20	04847	MTI DISTRIBUTING IN	01019810000820	401	REPAIR PARTS-TRACTO	0.00	155.45
A101.00	376112	04/01/20	15331	PRAIRIE ELECTRIC CO	01021810000000	350	TROUBLESHOOT AUD LG	0.00	230.00
A101.00	376113	04/01/20	32011	RANDALL VAN HEEL	01021294000651	302	BOYS BASKETBALL	0.00	78.00
A101.00	376114	04/01/20	30018	RIVER BOTTOM PRODUC	01021291000250	305	POPS BAND WORK	0.00	8,370.00
A101.00	376114	04/01/20	30018	RIVER BOTTOM PRODUC	01021291000256	305	INTO THE WOODS SET	0.00	2,800.00
TOTAL CHECK									
								0.00	11,170.00
A101.00	376115	04/01/20	22996	RJ MECHANICAL INC	01021810000000	350	REP MAXON GAS VALVE	0.00	7,982.73
A101.00	376115	04/01/20	22996	RJ MECHANICAL INC	01021810000000	350	REP LEAKING DOM	0.00	1,686.74
TOTAL CHECK									
								0.00	9,669.47
A101.00	376116	04/01/20	26674	RUSSELL SECURITY RE	01021810000000	350	EXT DOOR REP #3, #4	0.00	1,365.55
A101.00	376116	04/01/20	26674	RUSSELL SECURITY RE	01021810000000	350	LOCK CYLINDER REPAI	0.00	120.00
TOTAL CHECK									
								0.00	1,485.55
A101.00	376117	04/01/20	06922	SCHOOL SERVICE EMPL	01	L215.08	UNION DUES W/H	0.00	3,089.99
A101.00	376118	04/01/20	09066	SCHOOL SPECIALTY IN	01526212000000	430	ART SUPPLIES	0.00	296.08
A101.00	376118	04/01/20	09066	SCHOOL SPECIALTY IN	01528212000000	430	ART ROOM PAPER ORDE	0.00	211.25
TOTAL CHECK									
								0.00	507.33
A101.00	376119	04/01/20	31137	SECURITY CONTROL SY	01021810000000	350	SEC SYS PWR SUPL B/	0.00	277.50
A101.00	376120	04/01/20	08656	SPS COMPANIES INC	01021810000000	350	PLUMBING REP PARTS	0.00	527.66
A101.00	376120	04/01/20	08656	SPS COMPANIES INC	01008810000000	350	HEATING PARTS	0.00	128.34
TOTAL CHECK									
								0.00	656.00
A101.00	376121	04/01/20	30096	SUMMIT COMPANIES	01005865363000	305	SEMI ANNUAL VESDA I	0.00	630.00
A101.00	376121	04/01/20	30096	SUMMIT COMPANIES	01005865363000	305	SEMI ANNUAL SYS INS	0.00	227.00
A101.00	376121	04/01/20	30096	SUMMIT COMPANIES	01005865363000	305	SEMI ANNUAL SUPPR I	0.00	234.00
TOTAL CHECK									
								0.00	1,091.00

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01526810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01532810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01527810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01529810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01008810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01021810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01019810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01020810000820	401	SIDEWALK SALT	0.00	446.11
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01528810000820	401	SIDEWALK SALT	0.00	446.12
A101.00	376123	04/01/20	17019	THE TESSMAN COMPANY	01021810000820	401	4" AND 6" STAPLES	0.00	73.00
TOTAL CHECK								0.00	4,088.00
A101.00	376124	04/01/20	25195	TOTAL REGISTRATION	01021211000436	430	AP REGISTRATION PRO	0.00	4,549.16
A101.00	376125	04/01/20	23023	TWIN CITY GARAGE DO	01021810000000	350	DOOR REP-CON STAND	0.00	212.50
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER-MULTI L	0.00	155.18
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER-SP ED	0.00	155.75
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER-GEN ED	0.00	150.00
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER-MULTI L	0.00	163.23
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005219317000	358	INTERPRETER-MULTI L	0.00	193.23
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER-GEN ED	0.00	250.38
A101.00	376126	04/01/20	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER-SP ED	0.00	200.70
TOTAL CHECK								0.00	1,268.47
A101.00	376127	04/01/20	11810	W.L. HALL COMPANY	01021810000000	350	RESET EPAC STAGE	0.00	305.00
A101.00	376130	04/01/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	1,104.66
A101.00	376130	04/01/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	-1,104.66
TOTAL CHECK								0.00	0.00
A101.00	376135	04/08/20	00500	ASTLEFORD INTERNATI	01009760720000	402	CREDIT FOR HAWKEYE	0.00	-39.94
A101.00	376135	04/08/20	00500	ASTLEFORD INTERNATI	01009760720000	402	CORE CREDIT	0.00	-417.43
A101.00	376135	04/08/20	00500	ASTLEFORD INTERNATI	01009760720000	402	BELT,HAWKEYE	0.00	224.22
A101.00	376135	04/08/20	00500	ASTLEFORD INTERNATI	01009760720000	402	ABSORBER,SHOCK	0.00	260.00
TOTAL CHECK								0.00	26.85
A101.00	376136	04/08/20	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	HEADLAMP SOCKET	0.00	31.84
A101.00	376138	04/08/20	14652	BAUER BUILT INC	01009760720000	403	RECAP TIRES	0.00	5,865.76
A101.00	376139	04/08/20	11345	BRAEMAR GOLF COURSE	01021211733240	360	WINTER 2019-DOME CL	0.00	1,000.00
A101.00	376141	04/08/20	27717	CATALYST SOURCING S	01005110000000	305	SURPLUS MGMT-VVMS S	0.00	62.50
A101.00	376141	04/08/20	27717	CATALYST SOURCING S	01005110000000	305	SUPPL TRCKR MTHLY S	0.00	209.99
TOTAL CHECK								0.00	272.49
A101.00	376143	04/08/20	15056	CENTERPOINT ENERGY	01529810000000	440	HIGHLANDS	0.00	1,827.02
A101.00	376146	04/08/20	31363	CONCORDIA LANGUAGE	01005610000301	401	DEP FEE-CT0402	0.00	825.00
A101.00	376147	04/08/20	19645	COREMARK METALS	01009760720000	402	STEEL SHEETS	0.00	468.80

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A101.00	376148	04/08/20	31769	COLLABORATIVE STUDE	01009760723000	360	TRANS SERV SEP-OCT	0.00	7,200.00
A101.00	376151	04/08/20	17950	DELEGARD TOOL COMPA	01009760720000	350	DRILLS	0.00	92.93
A101.00	376153	04/08/20	20505	EDUCATION LOGISTICS	01009760720000	320	CELL SERVICE MARCH	0.00	1,378.62
A101.00	376154	04/08/20	24575	EDUCATORS BENEFIT C	01005110000000	305	403(B) ADMIN & COMP	0.00	577.04
A101.00	376155	04/08/20	28966	FACTORY MOTOR PARTS	01009760720000	402	STANDARD CAPSULE	0.00	26.16
A101.00	376156	04/08/20	13854	GILBERT MECHANICAL	01020810000000	350	BUILDING REPAIR	0.00	1,051.50
A101.00	376157	04/08/20	09346	GRAINGER	01020810000810	401	CUSTODIAL SUPPLIES	0.00	263.54
A101.00	376157	04/08/20	09346	GRAINGER	01009760720000	350	HYDRANT MARKERS	0.00	377.50
A101.00	376157	04/08/20	09346	GRAINGER	01020810000810	401	CUSTODIAL SUPPLIES	0.00	385.18
A101.00	376157	04/08/20	09346	GRAINGER	01009760720000	350	VALVE	0.00	213.90
A101.00	376157	04/08/20	09346	GRAINGER	01020291000251	430	VVMS CHOIR DEPARTMN	0.00	117.19
A101.00	376157	04/08/20	09346	GRAINGER	01009760720000	350	HOSE	0.00	139.15
A101.00	376157	04/08/20	09346	GRAINGER	01020810000810	401	CUSTODIAL SUPPL CR	0.00	-192.59
A101.00	376157	04/08/20	09346	GRAINGER	01009760720000	350	RIVET	0.00	45.62
A101.00	376157	04/08/20	09346	GRAINGER	01009760720000	350	BATTERIES	0.00	39.65
A101.00	376157	04/08/20	09346	GRAINGER	01009760720000	350	CLAMPS	0.00	81.14
TOTAL CHECK								0.00	1,470.28
A101.00	376158	04/08/20	30209	GRAINGER	01020810000000	350	BUILDING REPAIR	0.00	40.23
A101.00	376158	04/08/20	30209	GRAINGER	01528810000000	350	2 V BELTS	0.00	56.00
A101.00	376158	04/08/20	30209	GRAINGER	01020810000000	350	BUILDING REPAIR	0.00	32.66
A101.00	376158	04/08/20	30209	GRAINGER	01528810000000	350	6 V BELTS	0.00	113.70
TOTAL CHECK								0.00	242.59
A101.00	376159	04/08/20	27788	GREATAMERICA FINANC	01021211000000	329	PSTGE METER-MAR20 E	0.00	175.95
A101.00	376159	04/08/20	27788	GREATAMERICA FINANC	01021211000000	329	PSTGE METER-APR20 E	0.00	201.95
TOTAL CHECK								0.00	377.90
A101.00	376160	04/08/20	00296	GROTH MUSIC COMPANY	01020258000250	430	EVANS REALFEEL PAD	0.00	24.95
A101.00	376161	04/08/20	24664	HODGE PRODUCTS INC	01020211000000	430	BLACK BUMBERS	0.00	454.75
A101.00	376162	04/08/20	03263	HOGLUND BUS AND TRU	01009760720000	402	CABLE	0.00	20.98
A101.00	376162	04/08/20	03263	HOGLUND BUS AND TRU	01009760720000	402	STROBE	0.00	221.64
A101.00	376162	04/08/20	03263	HOGLUND BUS AND TRU	01009760720000	402	SENSOR	0.00	487.20
TOTAL CHECK								0.00	729.82
A101.00	376163	04/08/20	21315	HORIZON COMMERCIAL	01019810000815	401	POOL SUPPLIES	0.00	1,346.20
A101.00	376165	04/08/20	26941	INNOVATIONAL WATER	01008810000810	401	WATER TEST SOLUTION	0.00	38.00
A101.00	376166	04/08/20	03720	JERRY'S HARDWARE	01020810000810	401	CUSTODIAL SUPPLIES	0.00	33.36
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2018	0.00	-159.41
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2016	0.00	-122.50

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A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2019	0.00	-47.40
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2017	0.00	-398.10
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2017	0.00	-640.50
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2018	0.00	-610.37
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000450	305	CR FOR GRAD 2018	0.00	-470.35
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000305	430	170 GREEN/GOLD CARD	0.00	1,529.44
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000305	430	CHENILLE LETTERS	0.00	2,856.19
A101.00	376167	04/08/20	16419	JOSTENS INC	01021211000305	430	CHENILLE LETTERS	0.00	3,200.00
TOTAL CHECK								0.00	5,137.00
A101.00	376169	04/08/20	20559	KATH FUEL OIL SERVI	01009760720000	441	DIESEL FUEL	0.00	18,878.05
A101.00	376171	04/08/20	31765	KELLY SERVICES, INC	01005110000000	305	MAR CONSULT SERVICE	0.00	1,694.66
A101.00	376172	04/08/20	24322	KEYSTONE	01009760720000	402	PAINT	0.00	937.40
A101.00	376172	04/08/20	24322	KEYSTONE	01009760720000	402	PAINT TAPE	0.00	736.33
A101.00	376172	04/08/20	24322	KEYSTONE	01009760720000	402	PAINT	0.00	747.20
A101.00	376172	04/08/20	24322	KEYSTONE	01009760720000	402	FILLER	0.00	25.03
A101.00	376172	04/08/20	24322	KEYSTONE	01009760720000	402	PAINT	0.00	71.82
TOTAL CHECK								0.00	2,517.78
A101.00	376173	04/08/20	16127	KULLY SUPPLY INC	01020810000000	350	BUILDING REPAIR	0.00	79.11
A101.00	376175	04/08/20	24127	LEARNING A-Z	01528203000093	430	1 YEAR RENEWAL	0.00	2,401.75
A101.00	376176	04/08/20	23809	LIGHTNING PRINTING	01021211000000	401	2020 COURSE BOOK	0.00	2,168.55
A101.00	376178	04/08/20	31979	MARSHAL MEHLOS	01533420740000	305	ND/OLG PSYCH WORK	0.00	432.90
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	IC HI-BACK	0.00	385.30
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	OEM BLOWER ASSEMBLY	0.00	139.40
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	MIRROR,BRACKET,MOUN	0.00	813.86
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	BRACKET	0.00	67.15
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	CLOTH TAPE	0.00	69.70
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	WHEELCHAIR	0.00	21.32
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	BASE DRIVER SIDE	0.00	72.57
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	BASE,PASS SIDE	0.00	72.57
A101.00	376179	04/08/20	22660	MIDWEST BUS PARTS I	01009760720000	402	MINI HAWKEYE MIRROR	0.00	76.26
TOTAL CHECK								0.00	1,718.13
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005810000000	401	USAGE 2/3-3/2 B&G	0.00	44.24
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01021294000654	430	USAGE 2/3-3/2 TEAM	0.00	0.01
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005107000000	401	USAGE 2/3-3/2 CULT	0.00	1.30
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005020000000	401	USAGE 2/3-3/2 COMM	0.00	2.12
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005810000000	401	USAGE 2/3-3/2 CUST	0.00	6.14
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005640316000	401	USAGE 2/3-3/2 T&L	0.00	169.28
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005420419000	401	USAGE 2/3-3/2 SS	0.00	169.51
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005412419000	401	USAGE 2/3-3/2 ECSS	0.00	268.77
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01532203000000	430	USAGE 8/3-9/2 CV	0.00	376.95
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01527050000000	401	USAGE 2/3-3/2 CN	0.00	308.29
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005105000000	401	USAGE 2/3-3/2 BUS S	0.00	99.50
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	01005105000000	401	USAGE 2/3-3/2 HR	0.00	204.53

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	1,650.64
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	FITNESS DOT LEE	0.00	225.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DRIVER PHY J MARTIN	0.00	240.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT TRAINIS	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT SANDE	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT COLVIN	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT PEETSCH	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT REYNOLDS	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT BLOOM	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT JENSEN	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DRIVER PHY D HARMON	0.00	70.00
A101.00	376182	04/08/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT LARSON	0.00	80.00
TOTAL CHECK								0.00	1,105.00
A101.00	376183	04/08/20	16979	OSI ENVIRONMENTAL I	01009760720000	442	USED OIL FILTERS	0.00	50.00
A101.00	376183	04/08/20	16979	OSI ENVIRONMENTAL I	01009760720000	442	USED OIL COLLECTION	0.00	100.00
TOTAL CHECK								0.00	150.00
A101.00	376186	04/08/20	13475	PARK ADAM TRANSPORT	01009760714000	360	MARCH ROUTES	0.00	43,948.80
A101.00	376189	04/08/20	15331	PRAIRIE ELECTRIC CO	01528810000000	350	CIRCUIT BREAKER	0.00	575.37
A101.00	376189	04/08/20	15331	PRAIRIE ELECTRIC CO	01008810000000	350	LIGHT POLE DEMO	0.00	168.75
A101.00	376189	04/08/20	15331	PRAIRIE ELECTRIC CO	01020810000000	350	BUILDING REPAIR	0.00	1,843.56
A101.00	376189	04/08/20	15331	PRAIRIE ELECTRIC CO	01528810000000	350	FURN/INSTALL DUP RC	0.00	315.00
TOTAL CHECK								0.00	2,902.68
A101.00	376190	04/08/20	06953	PREMIUM WATERS INC	01008105000000	401	WTR CLR APR20-DO	0.00	10.00
A101.00	376190	04/08/20	06953	PREMIUM WATERS INC	01008105000000	401	WATER FOR DO	0.00	48.00
TOTAL CHECK								0.00	58.00
A101.00	376191	04/08/20	21465	REGION 6AA	01021292000297	305	SECT WRESTLING GATE	0.00	2,525.00
A101.00	376192	04/08/20	26495	RUPP ANDERSON SQUIR	01005110000000	307	LEGAL SVCS-GEN DIST	0.00	5,593.55
A101.00	376192	04/08/20	26495	RUPP ANDERSON SQUIR	01005105000000	307	LEGAL SVCS-HR	0.00	1,692.50
A101.00	376192	04/08/20	26495	RUPP ANDERSON SQUIR	01005400000000	306	LEGAL SVCS-SP ED	0.00	168.00
TOTAL CHECK								0.00	7,454.05
A101.00	376193	04/08/20	26674	RUSSELL SECURITY RE	01021211000000	401	PRIMUS EVEREST KEYS	0.00	120.00
A101.00	376194	04/08/20	14570	SOURCEWELL TECHNOLO	01005110000000	305	PROF SVC-EMP LVE VA	0.00	525.00
A101.00	376194	04/08/20	14570	SOURCEWELL TECHNOLO	01005110000000	305	P/R SUPPORT 2/3-2/7	0.00	1,937.50
TOTAL CHECK								0.00	2,462.50
A101.00	376195	04/08/20	30096	SUMMIT COMPANIES	01005865363000	305	SEMI ANNUAL SUPPR I	0.00	217.50
A101.00	376195	04/08/20	30096	SUMMIT COMPANIES	01005865363000	305	SEMI ANNUAL SUPPR I	0.00	217.50
TOTAL CHECK								0.00	435.00
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01526203000000	145	SUB SALARY	0.00	227.70
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01021211000000	145	SUB SALARY	0.00	231.84
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01527203000000	299	SUB BENEFITS	0.00	332.17
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01020400000000	146	SUB SALARY	0.00	87.34

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ACCTPA21

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01526203000000	299	SUB BENEFITS	0.00	88.55	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01021211000000	299	SUB BENEFITS	0.00	90.16	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01021211000000	299	SUB BENEFITS	0.00	528.08	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01020211000000	299	SUB BENEFITS	0.00	441.36	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01019211000000	299	SUB BENEFITS	0.00	443.80	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01527400000000	146	SUB SALARY	0.00	278.19	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01021400000000	295	SUB BENEFITS	0.00	291.63	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01526400000000	145	SUB SALARY	0.00	115.92	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01021400000000	145	SUB SALARY	0.00	749.90	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01527203000000	145	SUB SALARY	0.00	770.04	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01020211000000	145	SUB SALARY	0.00	1,134.94	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01019211000000	145	SUB SALARY	0.00	1,141.20	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01005400000000	140	SUB SALARY	0.00	1,266.84	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01021211000000	145	SUB SALARY	0.00	1,357.92	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01529203000000	145	SUB SALARY	0.00	1,424.26	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01529203000000	299	SUB BENEFITS	0.00	553.88	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01005400000000	295	SUB BENEFITS	0.00	568.14	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01020400000000	295	SUB BENEFITS	0.00	33.96	
A101.00	376197	04/08/20	31970	TEACHERS ON CALL, A	01526400000000	295	SUB BENEFITS	0.00	45.08	
TOTAL CHECK								0.00	12,202.90	
37	A101.00	376198	04/08/20	20444	TEAMWORKS INTERNATI	01005010000000	305	STUD COHORT GOAL PR	0.00	20,543.75
	A101.00	376198	04/08/20	20444	TEAMWORKS INTERNATI	01005010000000	366	MILEAGE	0.00	83.38
TOTAL CHECK								0.00	20,627.13	
A101.00	376200	04/08/20	20115	TELIN TRANSPORTATIO	01009760720000	402	DNR STEP	0.00	47.18	
A101.00	376201	04/08/20	30780	THE REINALT-THOMAS	01009760720000	402	TIRES/HARDWARE	0.00	677.28	
A101.00	376204	04/08/20	27819	T-MOBILE	01005810000000	320	ECC MAINTENANCE	0.00	110.44	
A101.00	376204	04/08/20	27819	T-MOBILE	01005630000000	320	DMTS	0.00	193.29	
A101.00	376204	04/08/20	27819	T-MOBILE	01526810000000	320	CONCORD MAINT	0.00	51.48	
A101.00	376204	04/08/20	27819	T-MOBILE	01019810000000	320	SOUTH VIEW MAINT	0.00	51.48	
A101.00	376204	04/08/20	27819	T-MOBILE	01005420419000	320	ECSE	0.00	63.83	
A101.00	376204	04/08/20	27819	T-MOBILE	01527810000000	320	CORNELIA MAINT	0.00	34.30	
A101.00	376204	04/08/20	27819	T-MOBILE	01009760720000	320	TRANSPORTATION	0.00	34.68	
A101.00	376204	04/08/20	27819	T-MOBILE	01529050000000	320	HIGHLANDS	0.00	35.91	
A101.00	376204	04/08/20	27819	T-MOBILE	01532810000000	320	CREEK VALLEY MAINT	0.00	35.91	
A101.00	376204	04/08/20	27819	T-MOBILE	01528810000000	320	COUNTRYSIDE MAINT	0.00	35.91	
A101.00	376204	04/08/20	27819	T-MOBILE	01021050000000	320	HIGH SCHOOL	0.00	35.91	
A101.00	376204	04/08/20	27819	T-MOBILE	01005420419000	320	SPECIAL SERVICES	0.00	38.54	
A101.00	376204	04/08/20	27819	T-MOBILE	01021810000000	320	HIGH SCHOOL MAINT	0.00	38.54	
A101.00	376204	04/08/20	27819	T-MOBILE	01020810000000	320	VALLEY VIEW MAINT	0.00	21.36	
A101.00	376204	04/08/20	27819	T-MOBILE	01529810000000	320	HIGHLANDS MAINT	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01533050000000	320	NORMANDALE	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01019050000000	320	SOUTH VIEW	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01020050000000	320	VALLEY VIEW	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01526050000000	320	CONCORD	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01527050000000	320	CORNELIA	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01528050000000	320	COUNTRYSIDE	0.00	23.61	
A101.00	376204	04/08/20	27819	T-MOBILE	01532050000000	320	CREEK VALLEY	0.00	26.24	
A101.00	376204	04/08/20	27819	T-MOBILE	01005810000000	320	BUILDING AND GROUND	0.00	80.96	

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	1,054.05
A101.00	376205	04/08/20	28897	TONENWORKS MUSIC THE	01005420740000	394	GRP MUSIC THRPY-MAR	0.00	2,705.48
A101.00	376206	04/08/20	22468	TRI-STATE BOBCAT IN	01005850302820	530	DW TORO BAGGER/BLOW	0.00	2,668.00
A101.00	376207	04/08/20	23541	TUTTLE'S EAT BOWL P	01021211733240	360	BOWLING 70 HOURS	0.00	350.00
A101.00	376208	04/08/20	16285	WALSER-CHRYSLER JEE	01009760720000	402	LAMP	0.00	145.60
A101.00	376208	04/08/20	16285	WALSER-CHRYSLER JEE	01009760720000	402	LAMP	0.00	-145.60
TOTAL CHECK								0.00	0.00
A101.00	376210	04/08/20	24966	WEX BANK	01009760720000	441	UNLEADED FUEL	0.00	2,422.91
A101.00	376212	04/08/20	05410	XCEL ENERGY	01533810000000	330	NORMANDALE	0.00	3,543.18
A101.00	376212	04/08/20	05410	XCEL ENERGY	01528810000000	330	COUNTRYSIDE	0.00	3,965.47
A101.00	376212	04/08/20	05410	XCEL ENERGY	01527810000000	330	CORNELIA	0.00	4,040.61
A101.00	376212	04/08/20	05410	XCEL ENERGY	01529810000000	330	HIGHLANDS	0.00	4,248.89
A101.00	376212	04/08/20	05410	XCEL ENERGY	01526810000000	330	CONCORD	0.00	4,553.93
A101.00	376212	04/08/20	05410	XCEL ENERGY	01532810000000	330	CREEK VALLEY	0.00	5,105.99
A101.00	376212	04/08/20	05410	XCEL ENERGY	01020810000000	330	VALLEY VIEW	0.00	11,477.18
A101.00	376212	04/08/20	05410	XCEL ENERGY	01008810000000	330	ECC	0.00	12,562.18
A101.00	376212	04/08/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	15,154.75
A101.00	376212	04/08/20	05410	XCEL ENERGY	01021810000000	330	EDINA HS	0.00	31,337.00
A101.00	376212	04/08/20	05410	XCEL ENERGY	01009760720000	330	BUS GARAGE	0.00	18.01
TOTAL CHECK								0.00	96,007.19
A101.00	376214	04/15/20	32083	ALLISON JENSEN	01005640316000	305	GR 4 INSTRUM INTERV	0.00	130.00
A101.00	376215	04/15/20	28334	AMPLIFY	01005610000000	430	AMPLIFY SCIENCE MID	0.00	1,052.80
A101.00	376216	04/15/20	32084	ANDREW A JENSEN	01005640316000	305	GR 4 INSTUM INTERVW	0.00	195.00
A101.00	376217	04/15/20	27883	ARTHUR J GALLAGHER	01005940000000	340	INT PKG INDESCH-10	0.00	5,500.00
A101.00	376221	04/15/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	89.00
A101.00	376221	04/15/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	98.75
A101.00	376221	04/15/20	24945	CENTURYLINK	01020810000000	320	VALLEY VIEW	0.00	121.00
A101.00	376221	04/15/20	24945	CENTURYLINK	01009760720000	320	TRANSPORTATION	0.00	126.52
A101.00	376221	04/15/20	24945	CENTURYLINK	01526810000000	320	CONCORD	0.00	153.20
A101.00	376221	04/15/20	24945	CENTURYLINK	01527810000000	320	CORNELIA	0.00	153.20
A101.00	376221	04/15/20	24945	CENTURYLINK	01528810000000	320	COUNTRYSIDE	0.00	153.20
A101.00	376221	04/15/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	260.00
A101.00	376221	04/15/20	24945	CENTURYLINK	01019810000000	320	SOUTH VIEW	0.00	268.10
A101.00	376221	04/15/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	540.00
TOTAL CHECK								0.00	1,962.97
A101.00	376223	04/15/20	32023	DAVID L SWENSON	01005640316000	305	GR 4 INSTR INTERVIE	0.00	130.00
A101.00	376224	04/15/20	14834	NATIONAL INSURANCE	01005110000000	305	FULL BENEFIT CONS F	0.00	20,000.00
A101.00	376225	04/15/20	13063	ECM PUBLISHERS INC	01021865383000	305	EHS FIELD IMPROV BI	0.00	452.20

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376226	04/15/20	18200	GENERAL SECURITY SE	01005810000000	305	INTRUS MONITORING D	0.00	338.59
A101.00	376228	04/15/20	02825	GOPHER/PLAY WITH A	01019240000000	430	HOCKEY BALLS REFUND	0.00	-127.84
A101.00	376228	04/15/20	02825	GOPHER/PLAY WITH A	01019240000000	430	DOM STR HOCKEY BALL	0.00	127.84
A101.00	376228	04/15/20	02825	GOPHER/PLAY WITH A	01532240000000	430	ORDER WILL BE EMAIL	0.00	970.87
A101.00	376228	04/15/20	02825	GOPHER/PLAY WITH A	01532240000000	430	ESTIMATED SHIPPING/	0.00	29.12
TOTAL CHECK								0.00	999.99
A101.00	376229	04/15/20	27723	HAKANSON ANDERSON	01021865384000	520	TOPOGRAPHIC SURVEY	0.00	6,900.00
A101.00	376230	04/15/20	03318	HOUSE OF NOTE	01020258000252	350	CELLO/BASS REPAIR	0.00	395.00
A101.00	376231	04/15/20	28122	IMAGINE LEARNING, I	01005205417000	505	2 IMAGINE LANGUAGE	0.00	300.00
A101.00	376231	04/15/20	28122	IMAGINE LEARNING, I	01005205417000	505	5 IMAGINE LANGUAGE	0.00	750.00
A101.00	376231	04/15/20	28122	IMAGINE LEARNING, I	01005205417000	505	4 IMAGINE LANGUAGE	0.00	600.00
TOTAL CHECK								0.00	1,650.00
A101.00	376232	04/15/20	26941	INNOVATIONAL WATER	01020810000810	401	CUSTODIAL SUPPLIES	0.00	178.00
A101.00	376232	04/15/20	26941	INNOVATIONAL WATER	01020810000810	401	CUSTODIAL SUPPLIES	0.00	38.00
TOTAL CHECK								0.00	216.00
A101.00	376234	04/15/20	03488	INSPEC INC	01019865383000	305	PRO SERV REROOF	0.00	5,000.00
A101.00	376234	04/15/20	03488	INSPEC INC	01019865383000	305	PRO SERV REROOF	0.00	5,000.00
TOTAL CHECK								0.00	10,000.00
A101.00	376235	04/15/20	32086	JENNIFER ANN TERRY	01005204414000	303	PROF DEVEL TRAINING	0.00	1,000.00
A101.00	376236	04/15/20	03720	JERRY'S HARDWARE	01005810000820	401	EDGER REPL DW	0.00	21.03
A101.00	376236	04/15/20	03720	JERRY'S HARDWARE	01528810000820	401	FASTENERS CS	0.00	4.06
A101.00	376236	04/15/20	03720	JERRY'S HARDWARE	01528810000820	401	EPOXY CS	0.00	5.59
TOTAL CHECK								0.00	30.68
A101.00	376237	04/15/20	30023	JUDITH G. LEVENTHAL	01005420740000	305	PSYCH CONSULT-KW/CW	0.00	1,200.00
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01021258000252	430	MUSIC	0.00	534.00
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01021258000252	430	MUSIC	0.00	76.99
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01021258000252	430	SCORE--FESTIVAL	0.00	16.00
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01021258000252	430	MUSIC	0.00	50.00
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000251	430	SOMETIMES I FEEL LI	0.00	7.94
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000251	430	DREAM KEEPER	0.00	8.30
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000251	430	BARE NECESSITIES/RT	0.00	10.29
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01019258000251	430	CHOIR MUSIC	0.00	11.25
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000251	430	DIES IRAE POD	0.00	13.89
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000250	430	REHEARSING MS BAND	0.00	19.95
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000251	430	AIN'T GOT FAR TO GO	0.00	22.50
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01019258000251	430	CHOIR-FILE FINDER B	0.00	36.99
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01019291000252	430	ORCH-HYPERDRIVE	0.00	45.00
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01020258000250	430	FOOL ME ONCE-BAND	0.00	48.00
A101.00	376238	04/15/20	09728	JW PEPPER & SON INC	01019258000251	430	CHOIR-FILE FINDER B	0.00	66.99
TOTAL CHECK								0.00	968.09

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376239	04/15/20	31765	KELLY SERVICES, INC	01005110000000	305	MAR CONSULT SERVICE	0.00	1,634.49
A101.00	376241	04/15/20	24118	LAKES COUNTRY SERVI	01526203000000	366	SAFE/SUPPORT CONF	0.00	500.00
A101.00	376242	04/15/20	30444	LEARNING WITHOUT TE	01533203000000	430	MON LIVRE D'ECRITUR	0.00	103.50
A101.00	376242	04/15/20	30444	LEARNING WITHOUT TE	01533203000000	430	ESTIMATED SHIPPING/	0.00	10.35
TOTAL CHECK									
A101.00	376244	04/15/20	32085	MEI MEI LAI	01021211000436	430	ACT TEST REFUND-JJ	0.00	46.00
A101.00	376245	04/15/20	09167	MENARDS - GOLDEN VA	01529810000810	401	SUPPLIES	0.00	23.77
A101.00	376246	04/15/20	30024	MENARDS - EDEN PRAI	01005810000820	401	SIGNAL SW	0.00	24.45
A101.00	376246	04/15/20	30024	MENARDS - EDEN PRAI	01529810000810	401	SUPPLIES	0.00	76.96
TOTAL CHECK									
A101.00	376247	04/15/20	25610	MOTG-MINNESOTA OFFI	01533050000000	401	USAGE 2/3-3/2 ND	0.00	29.27
A101.00	376247	04/15/20	25610	MOTG-MINNESOTA OFFI	01533203000000	430	USAGE 2/3-3/2 ND	0.00	444.75
TOTAL CHECK									
A101.00	376248	04/15/20	26125	MN PEIP	01005203797000	291	RETIREES/COBRA	0.00	40,626.96
A101.00	376248	04/15/20	26125	MN PEIP	01	L215.20	CURRENT TEACHERS	0.00	663,009.56
TOTAL CHECK									
A101.00	376249	04/15/20	18615	NAC	01019810000000	350	BOILR/HOT WTR HTR R	0.00	6,028.80
A101.00	376252	04/15/20	28507	PIONEER MANUFACTURI	01021292000000	305	GOAL POST STREAMERS	0.00	260.85
A101.00	376253	04/15/20	30930	PLANSOURCE	01005110000000	305	SERVICES FOR MAR 20	0.00	12,251.90
A101.00	376254	04/15/20	15331	PRAIRIE ELECTRIC CO	01005865352000	305	ECC SAFETY RECEP	0.00	3,185.00
A101.00	376254	04/15/20	15331	PRAIRIE ELECTRIC CO	01021865384000	305	EHS LIGHT FIXT REMO	0.00	950.00
A101.00	376254	04/15/20	15331	PRAIRIE ELECTRIC CO	01019810000000	350	TEMPORARY POWER	0.00	172.50
TOTAL CHECK									
A101.00	376256	04/15/20	25364	RAINDROP IRRIGATION	01005850302000	530	EHS-WIFI EPA UPGRAD	0.00	4,035.00
A101.00	376257	04/15/20	31129	RELATE COUNSELING C	01005400000000	394	MARCH BILLING	0.00	2,880.00
A101.00	376258	04/15/20	32081	RICK CHRUSTOWSKI	01526203302000	530	BOOKS PURCHD-TEACHR	0.00	326.00
A101.00	376258	04/15/20	32081	RICK CHRUSTOWSKI	01526203000000	401	BOOKS PURCHD-FAMILI	0.00	954.00
TOTAL CHECK									
A101.00	376260	04/15/20	29083	SARAH MITCHELL	01021292000297	305	BOYS SWIM/DIVE SECT	0.00	540.00
A101.00	376261	04/15/20	14679	SCHOLASTIC INC	01527420740000	433	SCHOLASTIC EARLY LE	0.00	43.32
A101.00	376261	04/15/20	14679	SCHOLASTIC INC	01527420740000	433	RAISE A READER SET:	0.00	75.00
A101.00	376261	04/15/20	14679	SCHOLASTIC INC	01527420740000	433	ESTIMATED SHIPPING/	0.00	10.65
TOTAL CHECK									
A101.00	376262	04/15/20	24936	SOUTHWEST BINDING &	01532203000000	430	25" BY 250' .003 CL	0.00	117.48

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A101.00	376264	04/15/20	28900	SUSAN HARDMAN-CONKL	01533203000096	430	YOGA CLASSES-ND	0.00	420.00
A101.00	376265	04/15/20	27819	T-MOBILE	01005630000000	320	EDINA SCHOOLS HOT S	0.00	761.39
A101.00	376266	04/15/20	25899	TOSHIBA BUSINESS SO	01005605302000	370	ACCT SCH 7966212-00	0.00	831.35
A101.00	376266	04/15/20	25899	TOSHIBA BUSINESS SO	01005605302000	370	POS051320 4/1-4/30/	0.00	632.93
A101.00	376266	04/15/20	25899	TOSHIBA BUSINESS SO	01005605302000	370	POS051304 4/1-4/30/	0.00	1,538.93
A101.00	376266	04/15/20	25899	TOSHIBA BUSINESS SO	01005605302000	370	POS051590 4/1-4/30/	0.00	20.15
TOTAL CHECK								0.00	3,023.36
A101.00	376267	04/15/20	31371	TOSHIBA FINANCIAL S	01005850302000	530	COPIER LEASE 4/1-5/	0.00	344.81
A101.00	376269	04/15/20	16125	TRANS-MISSISSIPPI B	01532203000000	430	ITEM CODE 1370 12	0.00	13.40
A101.00	376269	04/15/20	16125	TRANS-MISSISSIPPI B	01532203000000	430	ITEM CODE 1376 SET	0.00	16.40
A101.00	376269	04/15/20	16125	TRANS-MISSISSIPPI B	01532203000000	430	ITEM 1445 CLASS OF	0.00	14.95
A101.00	376269	04/15/20	16125	TRANS-MISSISSIPPI B	01532203000000	430	ITEM 1466 CLASS OF	0.00	21.40
A101.00	376269	04/15/20	16125	TRANS-MISSISSIPPI B	01532203000000	430	ITEM 9991 HEAT PAC	0.00	2.00
A101.00	376269	04/15/20	16125	TRANS-MISSISSIPPI B	01532203000000	430	ESTIMATED SHIPPING/	0.00	21.49
TOTAL CHECK								0.00	89.64
A101.00	376270	04/15/20	22468	TRI-STATE BOBCAT IN	01021810000820	401	EHS-ROLL UP DOOR	0.00	47.29
A101.00	376271	04/15/20	24733	TWIN CITIES FLAG SO	01533203000000	305	5 X 8 NYLON USA OUT	0.00	100.00
A101.00	376271	04/15/20	24733	TWIN CITIES FLAG SO	01533203000000	305	APPROXIMATE SHIPPIN	0.00	7.00
TOTAL CHECK								0.00	107.00
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01009760720000	332	WASTE REMOV-BG APR	0.00	-73.40
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01019810000000	332	WASTE REMOV-SVMS AP	0.00	-303.35
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01021810000000	332	WASTE REMOV-EHS APR	0.00	-847.78
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01020810000000	440	WASTE REMOV-VVMS AP	0.00	-1,036.59
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01008810000000	332	WASTE REMOV-ECC APR	0.00	682.77
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01527810000000	332	WASTE REMOV-CN APR	0.00	306.41
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01533810000000	332	WASTE REMOV-ND APR	0.00	192.57
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01529810000000	440	WASTE REMOV-HL APR	0.00	163.56
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01528810000000	332	WASTE REMOV-CV APR	0.00	69.56
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01528810000000	332	WASTE REMOV-CS APR	0.00	-19.79
A101.00	376272	V 04/15/20	14932	WASTE MANAGEMENT OF	01528810000000	332	WASTE REMOV-CS APR	0.00	19.79
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01008810000000	332	WASTE REMOV-ECC APR	0.00	-682.77
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01527810000000	332	WASTE REMOV-CN APR	0.00	-306.41
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01533810000000	332	WASTE REMOV-ND APR	0.00	-192.57
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01529810000000	440	WASTE REMOV-HL APR	0.00	-163.56
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01532810000000	332	WASTE REMOV-CV APR	0.00	-69.56
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01021810000000	332	WASTE REMOV-EHS APR	0.00	847.78
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01020810000000	440	WASTE REMOV-VVMS AP	0.00	1,036.59
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01019810000000	332	WASTE REMOV-SVMS AP	0.00	303.35
A101.00	376272	04/15/20	14932	WASTE MANAGEMENT OF	01009760720000	332	WASTE REMOV-BG APR	0.00	73.40
TOTAL CHECK								0.00	0.00
A101.00	376273	04/15/20	14146	WILLIAM V MACGILL &	01005420419000	401	CR TO IN0696316	0.00	-66.99
A101.00	376273	04/15/20	14146	WILLIAM V MACGILL &	01005420419000	401	PER ATTACHED ORDER	0.00	4,402.92
TOTAL CHECK								0.00	4,335.93

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01527865384000	305	CN WATER HEATER	0.00	2,200.21
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01021865384000	305	HS STEAM HX REPL	0.00	2,245.72
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01020865384000	305	VVMS OUTDOOR STORAG	0.00	1,522.38
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01005865382000	305	DW FACILITY ANALYSI	0.00	5,504.55
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01020865384000	305	VVMS 2020 RENOV	0.00	8,232.61
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC 2020 RENOV	0.00	20,298.65
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01019865384000	305	SVMS SAFETY UPGRADE	0.00	1,284.59
A101.00	376274	04/15/20	25308	WOLD ARCHITECTS & E	01008865384000	305	ECC RENOV 12% CONST	0.00	643.78
TOTAL CHECK								0.00	41,932.49
A101.00	376275	04/15/20	05410	XCEL ENERGY	01021810000000	330	EDINA HS	0.00	27,821.35
A101.00	376275	04/15/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	13,048.09
A101.00	376275	04/15/20	05410	XCEL ENERGY	01020810000000	330	VALLEY VIEW	0.00	10,024.70
A101.00	376275	04/15/20	05410	XCEL ENERGY	01008810000000	330	ECC	0.00	11,390.36
A101.00	376275	04/15/20	05410	XCEL ENERGY	01533810000000	330	NORMANDALE	0.00	3,212.67
A101.00	376275	04/15/20	05410	XCEL ENERGY	01529810000000	330	HIGHLANDS	0.00	3,403.75
A101.00	376275	04/15/20	05410	XCEL ENERGY	01527810000000	330	CORNELIA	0.00	3,528.17
A101.00	376275	04/15/20	05410	XCEL ENERGY	01528810000000	330	COUNTRYSIDE	0.00	3,660.12
A101.00	376275	04/15/20	05410	XCEL ENERGY	01526810000000	330	CONCORD	0.00	4,345.28
A101.00	376275	04/15/20	05410	XCEL ENERGY	01532810000000	330	CREEK VALLEY	0.00	4,557.43
TOTAL CHECK								0.00	84,991.92
A101.00	376276	04/22/20	32071	93 SKIP LLC	01009760720000	330	MAR SOLAR PRODUCTIO	0.00	220.75
A101.00	376278	04/22/20	30892	ANDERSON-JOHNSON AS	01021865384000	305	HS TURF SCHEMATIC/C	0.00	24,800.00
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	PULLEY, FILTER	0.00	219.89
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	GASKET, ELBOW	0.00	106.64
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	GASKET	0.00	28.12
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	HAWKEYE	0.00	39.94
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	KT OILPAN, OP W/STIF	0.00	705.05
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	GASKET, KT OILPAN	0.00	791.34
A101.00	376279	04/22/20	00500	ASTLEFORD INTERNATI	01009760720000	402	COMPRESSOR, CORE CHR	0.00	924.85
TOTAL CHECK								0.00	2,815.83
A101.00	376280	04/22/20	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	ALI 2 DISC 24 GRT	0.00	34.92
A101.00	376280	04/22/20	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	AIR HOSE HOLD	0.00	15.95
A101.00	376280	04/22/20	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	MC TYPE STEEL&ZINC(C	0.00	118.45
TOTAL CHECK								0.00	169.32
A101.00	376281	04/22/20	24904	A-Z RENTAL CENTER	01021810000810	401	PROPANE TANK FILL X	0.00	68.00
A101.00	376282	04/22/20	14652	BAUER BUILT INC	01009760720000	403	TIRES	0.00	1,078.24
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,390.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,412.50
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,515.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	720.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416740000	394	NURSE DURING DAY	0.00	1,785.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	130.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	135.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	115.00

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A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	105.00
A101.00	376283	04/22/20	26064	BAYADA HOME HEALTH	01005416723000	394	NURSE ON BUS	0.00	360.00
TOTAL CHECK									7,667.50
A101.00	376284	04/22/20	10270	BOYER TRUCKS	01009760720000	402	HANDLE ASY	0.00	22.85
A101.00	376285	04/22/20	16027	BUCK HILL INC	01021294000661	370	ALPINE RACE DAY TIX	0.00	1,173.00
A101.00	376285	04/22/20	16027	BUCK HILL INC	01021296000661	370	ALPINE RACE DAY TIX	0.00	1,173.00
TOTAL CHECK									2,346.00
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01021211305000	490	20140007 3/6 HH	0.00	40.00
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01005105000000	490	20140004 3/11 DB	0.00	43.10
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01005010000000	490	20140003 3/5 SS	0.00	140.75
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01005640316000	490	20140006 3/13 CG	0.00	173.00
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01005640316174	401	20140002 3/4 CG	0.00	296.30
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01005640316000	490	20140001 3/3 CG	0.00	439.65
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	01021211000000	490	20140005 3/13 JM	0.00	1,131.00
TOTAL CHECK									2,263.80
A101.00	376288	04/22/20	01321	CITY OF EDINA	01008810000000	331	COMMUNITY CENTER	0.00	3,256.48
A101.00	376288	04/22/20	01321	CITY OF EDINA	01019810000000	331	SOUTH VIEW	0.00	239.83
A101.00	376288	04/22/20	01321	CITY OF EDINA	01533810000000	331	NORMANDALE	0.00	918.50
TOTAL CHECK									4,414.81
A101.00	376289	04/22/20	00911	CITY OF EDINA - BRA	01021850302000	370	BOYS HOCKEY ICE TIM	0.00	1,028.00
A101.00	376289	04/22/20	00911	CITY OF EDINA - BRA	01021850302000	370	BOYS HOCKEY ICE TIM	0.00	11,950.50
TOTAL CHECK									12,978.50
A101.00	376290	04/22/20	12261	CUSHMAN MOTOR COMPA	01021810000810	401	SLOPE INDICATOR	0.00	58.00
A101.00	376291	04/22/20	30587	D.S. ERICKSON & ASS	01	L215.13	IW-C SIVILAY	0.00	235.65
A101.00	376292	04/22/20	23678	DEEP PORTAGE	01529203000240	369	ENVIRO CAMP-CP DW	0.00	9,030.00
A101.00	376293	04/22/20	17950	DELEGARD TOOL COMPA	01021292000000	305	15 PACKS ZIPTIES	0.00	163.35
A101.00	376293	04/22/20	17950	DELEGARD TOOL COMPA	01005810000820	401	REPAIR PART-GROUNDS	0.00	12.46
A101.00	376293	04/22/20	17950	DELEGARD TOOL COMPA	01009760720000	402	PART# LIS 49750	0.00	37.02
TOTAL CHECK									212.83
A101.00	376294	04/22/20	25305	DIESEL COMPONENTS I	01009760720000	402	INTERNATL RADIATOR	0.00	1,028.33
A101.00	376295	04/22/20	21687	DOUGLAS R HAINING	01021291000250	305	POPS MUSIC ARRANGER	0.00	600.00
A101.00	376296	04/22/20	24575	EDUCATORS BENEFIT C	01005110000000	305	ACT BASE FEE	0.00	102.00
A101.00	376296	04/22/20	24575	EDUCATORS BENEFIT C	01005110000000	305	ACT PARTICIPANT FEE	0.00	414.26
TOTAL CHECK									516.26
A101.00	376298	04/22/20	30636	ESCREEN, INC.	01009760720000	305	TESTING	0.00	487.50
A101.00	376299	04/22/20	28966	FACTORY MOTOR PARTS	01009760720000	402	PART DEL 20832452	0.00	38.94
A101.00	376299	04/22/20	28966	FACTORY MOTOR PARTS	01009760720000	402	DIESEL ENGINE OIL D	0.00	23.76
TOTAL CHECK									62.70

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A101.00	376301	04/22/20	30242	FRASER CHILD AND FA	01005400000000	393	PSYCHOTHERAPY	0.00	308.00
A101.00	376301	04/22/20	30242	FRASER CHILD AND FA	01005400000000	393	PSYCHOTHERAPY	0.00	308.00
A101.00	376301	04/22/20	30242	FRASER CHILD AND FA	01005400000000	393	PSYCHOTHERAPY	0.00	154.00
A101.00	376301	04/22/20	30242	FRASER CHILD AND FA	01005400000000	393	PSYCHOTHERAPY	0.00	154.00
A101.00	376301	04/22/20	30242	FRASER CHILD AND FA	01005400000000	393	CONSULT-MAR PSYTHPY	0.00	5,000.00
TOTAL CHECK									5,924.00
A101.00	376303	04/22/20	13854	GILBERT MECHANICAL	01020810000000	350	BUILDING REPAIR	0.00	394.50
A101.00	376304	04/22/20	09346	GRAINGER	01009760720000	402	MARKER,STEP LADDER	0.00	136.16
A101.00	376304	04/22/20	09346	GRAINGER	01009760720000	402	DRILL BITS,RIVET,	0.00	174.39
A101.00	376304	04/22/20	09346	GRAINGER	01009760720000	402	BLADE	0.00	83.95
A101.00	376304	04/22/20	09346	GRAINGER	01009760720000	402	DRILL BIT	0.00	32.70
A101.00	376304	04/22/20	09346	GRAINGER	01009760720000	402	BLIND RIVET BUTTON	0.00	21.60
TOTAL CHECK									448.80
A101.00	376305	04/22/20	30209	GRAINGER	01526810000000	350	MAINTENANCE SUPPLIE	0.00	23.20
A101.00	376307	04/22/20	16079	GRAPHIC SOURCE	01021292000000	430	BRAEMAR CONF BANNER	0.00	474.60
A101.00	376308	04/22/20	27788	GREATAMERICA FINANC	01008105000000	329	PSTGE METER-MAY20 E	0.00	159.00
A101.00	376309	04/22/20	32097	HEATHER ZISKOVSKY	01527203000000	366	MILEAGE MAR	0.00	47.73
A101.00	376311	04/22/20	03263	HOGLUND BUS AND TRU	01009760720000	402	TRIM	0.00	241.64
A101.00	376311	04/22/20	03263	HOGLUND BUS AND TRU	01009760720000	402	PANEL TRIMSOR	0.00	282.80
TOTAL CHECK									524.44
A101.00	376312	04/22/20	31775	IAN M KATAN	010212940000663	302	BOYS SOCCER	0.00	50.00
A101.00	376313	04/22/20	10917	HOPKINS SCHOOL DIST	01021292000000	305	A PURDY SUB-ROBOTIC	0.00	368.30
A101.00	376314	04/22/20	26941	INNOVATIONAL WATER	01021810000000	350	HYDRONIC HEAT LOOP	0.00	267.00
A101.00	376314	04/22/20	26941	INNOVATIONAL WATER	01021810000000	350	BOILER WATER SUPPLI	0.00	114.45
TOTAL CHECK									381.45
A101.00	376315	04/22/20	16513	INSTITUTE FOR ENVIR	01008865358000	305	ECC ABS REMOV/MONIT	0.00	8,316.54
A101.00	376315	04/22/20	16513	INSTITUTE FOR ENVIR	01005865352000	305	DW H&S MGMT SERVICE	0.00	1,021.50
TOTAL CHECK									9,338.04
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005219317000	358	INTERPRETER-EL	0.00	781.25
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005790000000	358	INTERPRETER-GEN ED	0.00	385.00
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005219317000	358	INTERPRETER-EL	0.00	500.00
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005420419000	358	INTERPRETER-SP ED	0.00	617.50
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005420419000	358	INTERPRETER-SP ED	0.00	470.00
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005790000000	358	INTERPRETER-GEN ED	0.00	182.50
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005219317000	358	INTERPRETER-EL	0.00	200.00
A101.00	376316	04/22/20	22560	INTELLIGERE INC	01005420419000	358	INTERPRETER-SP ED	0.00	50.00
TOTAL CHECK									3,186.25
A101.00	376317	04/22/20	03720	JERRY'S HARDWARE	01021810000000	350	REPAIR SUPPLIES	0.00	29.19

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A101.00	376318	04/22/20	12665	JESSEN PRESS INC	01021292000000	430	SENIOR 2020 SIGNS	0.00	1,950.00	
A101.00	376319	04/22/20	32093	JOHN D MANTHEI	01021296000657	302	GIRLS HOCKEY	0.00	168.00	
A101.00	376320	04/22/20	32092	JONATHAN WINDOW DES	01019211302000	530	BLACKOUT SHADES	0.00	552.00	
A101.00	376321	04/22/20	16419	JOSTENS INC	01021292000000	430	LETTER CERTIFICATES	0.00	1,096.75	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	78.97	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	40.00	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	112.50	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	33.99	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	35.98	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	26.99	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	26.99	
A101.00	376322	04/22/20	09728	JW PEPPER & SON INC	01021291000251	430	CHOIR MUSIC	0.00	355.42	
TOTAL CHECK									0.00	355.42
A101.00	376323	04/22/20	20559	KATH FUEL OIL SERVI	01009760720000	442	OILEATER CLEANER	0.00	395.00	
A101.00	376324	04/22/20	24322	KEYSTONE	01009760720000	402	REPLACEMENT FILTERS	0.00	57.09	
A101.00	376324	04/22/20	24322	KEYSTONE	01009760720000	402	MASKING PAPER	0.00	70.66	
TOTAL CHECK									0.00	127.75
A101.00	376326	04/22/20	32094	KRISTIN LINDBERG	01021291000293	430	REF MODEL UN OVERPA	0.00	300.00	
A101.00	376327	04/22/20	17803	LAKE CONFERENCE	01021294000661	430	ADDIT NORDIC EXPENS	0.00	124.00	
A101.00	376327	04/22/20	17803	LAKE CONFERENCE	01021294000660	430	ADDIT NORDIC EXPENS	0.00	385.00	
TOTAL CHECK									0.00	509.00
A101.00	376328	04/22/20	21327	LANGUAGE LINE SERVI	01005810000000	320	TRANS SVCS-MAR 2020	0.00	3,580.70	
A101.00	376333	04/22/20	26939	MEGAN A KELLY HUBBE	01021291000251	305	CHOIR CHOREOGRAPHY	0.00	300.00	
A101.00	376334	04/22/20	09167	MENARDS - GOLDEN VA	01527810000000	350	MAINT SUPPLIES	0.00	10.96	
A101.00	376335	04/22/20	30024	MENARDS - EDEN PRAI	01526810000000	350	MAINT SUPPLIES	0.00	12.26	
A101.00	376336	04/22/20	51108	MICHAEL DOUGHERTY	01021294000651	302	BOYS BASKETBALL	0.00	79.00	
A101.00	376337	04/22/20	22660	MIDWEST BUS PARTS I	01009760720000	402	STICKER REFLECTORS	0.00	53.40	
A101.00	376337	04/22/20	22660	MIDWEST BUS PARTS I	01009760720000	402	CONVEX GLASS	0.00	36.54	
A101.00	376337	04/22/20	22660	MIDWEST BUS PARTS I	01009760720000	402	BACK FOAM	0.00	299.90	
A101.00	376337	04/22/20	22660	MIDWEST BUS PARTS I	01009760720000	402	HAND PENDANT	0.00	254.19	
A101.00	376337	04/22/20	22660	MIDWEST BUS PARTS I	01009760720000	402	CUSHION	0.00	258.40	
A101.00	376337	04/22/20	22660	MIDWEST BUS PARTS I	01009760720000	402	HI BACK FOAM	0.00	263.92	
TOTAL CHECK									0.00	1,166.35
A101.00	376339	04/22/20	25610	MOTG-MINNESOTA OFFI	01009760720000	305	USAGE 2/3-3/2 BUS S	0.00	8.70	
A101.00	376340	04/22/20	14390	MINNESOTA POLLUTION	01005865349000	305	ECC-AIR ANNUAL FEE	0.00	25.00	
A101.00	376340	04/22/20	14390	MINNESOTA POLLUTION	01005865349000	305	HS-AIR ANNUAL FEE	0.00	25.00	

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	50.00
A101.00	376341	04/22/20	21406	MINNESOTA SCHOOL EM	01	L215.08	UNION DUES W/H	0.00	1,688.03
A101.00	376342	04/22/20	21732	MULTILINGUAL WORD I	01005790000000	358	INTERPRETER-GEN ED	0.00	49.50
A101.00	376344	04/22/20	18489	NCPERS GROUP LIFE I	01	L215.40	EMP W/H 5/1-5/31	0.00	32.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	ECC SERVICE-MAR 20	0.00	55.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	HS BUNKER-MAR 20	0.00	60.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	HL SERVICE-MAR 20	0.00	65.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	ND SERVICE-MAR 20	0.00	65.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	CC SERVICE-MAR 20	0.00	65.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	CN SERVICE-MAR 20	0.00	65.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	CS SERVICE-MAR 20	0.00	65.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	CV SERVICE-MAR 20	0.00	65.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	SVMS SERVICE-MAR 20	0.00	80.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	VVMS SERVICE-MAR 20	0.00	80.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	EHS SERVICE-MAR 20	0.00	95.00
A101.00	376346	04/22/20	28451	ORKIN, 546-ST. PAUL	01005810000000	305	TRANS SERVICE-MAR 2	0.00	120.00
TOTAL CHECK								0.00	880.00
A101.00	376347	04/22/20	13475	PARK ADAM TRANSPORT	01009760723000	360	STUD TRANS-AIDES	0.00	2,550.00
A101.00	376347	04/22/20	13475	PARK ADAM TRANSPORT	01009760723000	360	STUD TRANS-MAR 20	0.00	41,512.96
TOTAL CHECK								0.00	44,062.96
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,768.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,768.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,768.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,768.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,816.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,092.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,145.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	1,404.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	208.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	208.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	728.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	728.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	416.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	520.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	520.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	520.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	520.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	536.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	108.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416740000	394	NURSE DURING DAY	0.00	308.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	312.00
A101.00	376349	04/22/20	30322	PEDIATECH NURSING L	01005416723000	394	NURSE ON BUS	0.00	312.00
TOTAL CHECK								0.00	18,473.00
A101.00	376350	04/22/20	23021	PERFORMANCE HEALTH	01021292000000	430	TSCHIDA SUPPLIES	0.00	392.86

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ACCOUNTING PERIOD: 11/20

FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT	
A101.00	376351	04/22/20	24940	PLEASANT VALLEY HIG	01021294000653	369	SPARTAN XC INV 9/20	0.00	200.00	
A101.00	376352	04/22/20	32098	PRO-VISION VIDEO SY	01009760720000	402	NIGHT VISION SIDE C	0.00	374.05	
A101.00	376353	04/22/20	22574	RELIABLE MEDICAL SU	01005416419000	350	REPAIRS-PHY THR EQU	0.00	240.00	
A101.00	376354	04/22/20	11526	RICOH USA INC	01005850302000	370	MAINTENANCE IMAGES	0.00	2,221.38	
A101.00	376354	04/22/20	11526	RICOH USA INC	01005850302000	370	MONTHLY 4/26-5/25	0.00	2,387.06	
TOTAL CHECK									0.00	4,608.44
A101.00	376355	04/22/20	30018	RIVER BOTTOM PRODUC	01021291000252	430	CRESCENDO TECH	0.00	150.00	
A101.00	376357	04/22/20	26418	ROSAMARIA CAMPBELL	01005420419000	358	INTERPRETER-SP ED M	0.00	40.00	
A101.00	376358	04/22/20	15238	ROTARY CLUB OF EDIN	01005630000000	820	DUES APR-JUNE 20 L	0.00	160.00	
A101.00	376359	04/22/20	26674	RUSSELL SECURITY RE	01021810000000	350	FIRE DOOR LIGHT REP	0.00	382.60	
A101.00	376360	04/22/20	06922	SCHOOL SERVICE EMPL	01	L215.08	UNION DUES W/H	0.00	3,068.22	
A101.00	376361	04/22/20	21881	SHAMROCK GROUP	01021292000000	305	KUHLMAN ICE MACHINE	0.00	211.05	
A101.00	376362	04/22/20	13535	SPOK	01005810000000	305	CUST PAGER-MAR 2020	0.00	4.59	
A101.00	376362	04/22/20	13535	SPOK	01005810000000	305	EQUIPMENT FEE	0.00	39.00	
TOTAL CHECK									0.00	43.59
A101.00	376363	04/22/20	30096	SUMMIT COMPANIES	01005865363000	305	SEMI ANNUAL SUPPR I	0.00	334.75	
A101.00	376365	04/22/20	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER-SP ED	0.00	209.58	
A101.00	376365	04/22/20	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER-GEN ED	0.00	166.82	
A101.00	376365	04/22/20	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER--GEN ED	0.00	173.97	
A101.00	376365	04/22/20	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER-SP ED	0.00	183.48	
A101.00	376365	04/22/20	23013	UNIVERSITY LANGUAGE	01005420740000	358	INTERPRETER-SP ED	0.00	197.40	
TOTAL CHECK									0.00	931.25
A101.00	376367	04/22/20	14932	WASTE MANAGEMENT OF	01020810000000	440	WASTE REMOV-VVMS AP	0.00	1,036.59	
A101.00	376367	04/22/20	14932	WASTE MANAGEMENT OF	01019810000000	332	WASTE REMOV-SVMS AP	0.00	303.35	
A101.00	376367	04/22/20	14932	WASTE MANAGEMENT OF	01021810000000	332	WASTE REMOV-EHS APR	0.00	847.78	
A101.00	376367	04/22/20	14932	WASTE MANAGEMENT OF	01528810000000	332	WASTE REMOV-CS APR	0.00	19.79	
A101.00	376367	04/22/20	14932	WASTE MANAGEMENT OF	01009760720000	332	WASTE REMOV-BG APR	0.00	73.40	
TOTAL CHECK									0.00	2,280.91
A101.00	376369	04/23/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	1,104.66	
A101.00	376370	04/29/20	32087	AMANDA STIVALISS LI	01019420740000	305	SV BILINGUAL STU EV	0.00	500.00	
A101.00	376371	04/29/20	31338	ANDERSON ACQUISITIO	01009760723000	360	STUD TRANS-BM-03/20	0.00	1,004.00	
A101.00	376372	04/29/20	00500	ASTLEFORD INTERNATI	01009760720000	402	SEAL-OIL	0.00	21.70	
A101.00	376372	04/29/20	00500	ASTLEFORD INTERNATI	01009760720000	402	SEALS	0.00	71.52	
A101.00	376372	04/29/20	00500	ASTLEFORD INTERNATI	01009760720000	402	HOSE	0.00	73.88	
A101.00	376372	04/29/20	00500	ASTLEFORD INTERNATI	01009760720000	402	KIT ALTERNATE LOC	0.00	129.44	

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	296.54
A101.00	376373	04/29/20	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	FINE LINE	0.00	31.80
A101.00	376373	04/29/20	05628	AUTO PLUS/UNI-SELEC	01009760720000	402	BEAD SEALER	0.00	18.59
TOTAL CHECK								0.00	50.39
A101.00	376374	04/29/20	27241	CAROLE A. GUPTON PH	01005211313000	305	JAN 9 2020 6HRS	0.00	900.00
A101.00	376374	04/29/20	27241	CAROLE A. GUPTON PH	01005211313000	305	FEB 4 2020 6HRS	0.00	900.00
A101.00	376374	04/29/20	27241	CAROLE A. GUPTON PH	01005211313000	305	MAR 12 2020 4HRS	0.00	600.00
A101.00	376374	04/29/20	27241	CAROLE A. GUPTON PH	01005211313000	305	MAR 19 2020 2HRS	0.00	300.00
TOTAL CHECK								0.00	2,700.00
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01019810000000	440	SOUTH VIEW	0.00	3,851.85
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01008810000000	440	ECC	0.00	5,137.66
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01020810000000	440	VALLEY VIEW	0.00	5,530.63
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01533810000000	440	NORMANDALE	0.00	1,449.08
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01526810000000	440	CONCORD	0.00	1,567.47
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01008810000000	440	ECC	0.00	275.15
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01019810000000	440	SOUTH VIEW	0.00	367.08
A101.00	376375	04/29/20	15056	CENTERPOINT ENERGY	01533810000000	440	NORMANDALE	0.00	77.60
TOTAL CHECK								0.00	18,256.52
A101.00	376377	04/29/20	24945	CENTURYLINK	01532810000000	320	CREEK VALLEY	0.00	133.93
A101.00	376377	04/29/20	24945	CENTURYLINK	01526810000000	320	CONCORD	0.00	57.33
A101.00	376377	04/29/20	24945	CENTURYLINK	01020810000000	320	VALLEY VIEW	0.00	301.40
A101.00	376377	04/29/20	24945	CENTURYLINK	01021810000000	320	EDINA HS	0.00	387.52
A101.00	376377	04/29/20	24945	CENTURYLINK	01005620000000	320	DISTRICT OFFICE	0.00	610.38
TOTAL CHECK								0.00	1,490.56
A101.00	376378	04/29/20	19645	COREMARK METALS	01009760720000	402	GLAV SHEET 14GA 48X	0.00	911.89
A101.00	376379	04/29/20	31769	COLLABORATIVE STUDE	01009760723000	360	MAR TRANSPORTATION	0.00	11,242.80
A101.00	376380	04/29/20	12261	CUSHMAN MOTOR COMPA	01021810000820	401	GROUNDS SUPPL-EHS	0.00	111.73
A101.00	376380	04/29/20	12261	CUSHMAN MOTOR COMPA	01528810000820	401	GROUNDS SUPPL-CS	0.00	131.92
TOTAL CHECK								0.00	243.65
A101.00	376382	04/29/20	26819	DAVEY TREE EXPERT C	01527810000820	401	TREE PRUNING-DWN PM	0.00	1,600.00
A101.00	376383	04/29/20	24575	EDUCATORS BENEFIT C	01005110000000	305	ACT BASE FEE	0.00	102.00
A101.00	376383	04/29/20	24575	EDUCATORS BENEFIT C	01005110000000	305	ACT PARTICIPANT FEE	0.00	389.18
TOTAL CHECK								0.00	491.18
A101.00	376384	04/29/20	28966	FACTORY MOTOR PARTS	01009760720000	402	PART DEL 31-900CT	0.00	880.62
A101.00	376384	04/29/20	28966	FACTORY MOTOR PARTS	01009760720000	402	HARNASS ASSEMBLIES	0.00	281.70
A101.00	376384	04/29/20	28966	FACTORY MOTOR PARTS	01009760720000	402	30W OIL,STD PLUG	0.00	41.80
TOTAL CHECK								0.00	1,204.12
A101.00	376385	04/29/20	27600	FAIRVIEW HEALTH SER	01005940000000	340	STUDENT MED BILL	0.00	346.78
A101.00	376386	04/29/20	32101	FRENCH HORN HELPS	01020258000250	430	FRENCH HORN STRAPS	0.00	376.50

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FUND - 01 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376387	04/29/20	18200	GENERAL SECURITY SE	01005810000000	305	TRAS PATRL RESPONSE	0.00	105.00
A101.00	376388	04/29/20	15924	GROUP HEALTH INC-WO	01005930000000	299	MANAGED CARE PROG	0.00	2,495.00
A101.00	376390	04/29/20	03263	HOGLUND BUS AND TRU	01009760720000	402	TRIM	0.00	99.18
A101.00	376390	04/29/20	03263	HOGLUND BUS AND TRU	01009760720000	402	SEAL	0.00	49.26
A101.00	376390	04/29/20	03263	HOGLUND BUS AND TRU	01009760720000	402	TRIM	0.00	103.56
TOTAL CHECK								0.00	252.00
A101.00	376391	04/29/20	03318	HOUSE OF NOTE	01021258000252	350	CELLO REP/REHAIR	0.00	1,400.00
A101.00	376392	04/29/20	22560	INTELLIGERE INC	01005420419000	358	INTERPRETER- SP ED	0.00	140.00
A101.00	376392	04/29/20	22560	INTELLIGERE INC	01005219317000	358	INTERPRETER- REG ED	0.00	131.25
TOTAL CHECK								0.00	271.25
A101.00	376394	04/29/20	13917	JH LARSON COMPANY	01008810000000	350	LIGHT BULB	0.00	510.74
A101.00	376395	04/29/20	30023	JUDITH G. LEVENTHAL	01005420740000	305	PSYCH CONSULT-CW	0.00	1,200.00
A101.00	376396	04/29/20	24230	JUNIOR ACHIEVEMENT	01020211000240	369	FIELD TRIP CANCEL F	0.00	750.00
A101.00	376397	04/29/20	32104	KARRIN DIANE MEFFER	01019258000250	350	GUEST SPEAKER-SV BA	0.00	75.00
A101.00	376398	04/29/20	24322	KEYSTONE	01009760720000	402	TAPE, PAINT	0.00	391.77
A101.00	376398	04/29/20	24322	KEYSTONE	01009760720000	402	PLASTIC SHEETING	0.00	120.18
A101.00	376398	04/29/20	24322	KEYSTONE	01009760720000	402	PANEL BONDING,P180G	0.00	302.81
TOTAL CHECK								0.00	814.76
A101.00	376400	04/29/20	31374	KOCH SCHOOL BUS SER	01009760723000	360	MAR TRANSPORTATION	0.00	3,307.22
A101.00	376402	04/29/20	23809	LIGHTNING PRINTING	01021291000250	430	POPS PROGRAM	0.00	2,729.94
A101.00	376402	04/29/20	23809	LIGHTNING PRINTING	01021291000250	430	BRASS BAND PROGRAM	0.00	191.59
TOTAL CHECK								0.00	2,921.53
A101.00	376404	04/29/20	26939	MEGAN A KELLY HUBBE	01020291000251	305	CHOREOGRAPHY-CHOIR	0.00	710.00
A101.00	376405	04/29/20	09167	MENARDS - GOLDEN VA	01526810000810	401	HRDWARE 44 PART INS	0.00	27.66
A101.00	376405	04/29/20	09167	MENARDS - GOLDEN VA	01526810000000	350	BLDG REP PARTS-CC	0.00	16.72
TOTAL CHECK								0.00	44.38
A101.00	376407	04/29/20	22660	MIDWEST BUS PARTS I	01009760720000	402	AMTRAN/IC (20)	0.00	499.00
A101.00	376407	04/29/20	22660	MIDWEST BUS PARTS I	01009760720000	402	AMTRAN CUSHION	0.00	258.40
A101.00	376407	04/29/20	22660	MIDWEST BUS PARTS I	01009760720000	402	AMTRAN/IC (20),WD/I	0.00	1,058.80
TOTAL CHECK								0.00	1,816.20
A101.00	376408	04/29/20	25471	MIDWEST SPECIAL INS	01005720000000	430	CALIBRATION	0.00	696.20
A101.00	376409	04/29/20	25610	MOTG-MINNESOTA OFFI	01532203000000	430	USAGE 3/3-4/2 CV	0.00	329.91
A101.00	376409	04/29/20	25610	MOTG-MINNESOTA OFFI	01529050000000	401	USAGE 2/3-3/2 HL	0.00	136.05
A101.00	376409	04/29/20	25610	MOTG-MINNESOTA OFFI	01020211000000	305	USAGE 3/3-4/2 VVMS	0.00	250.57
A101.00	376409	04/29/20	25610	MOTG-MINNESOTA OFFI	01019211000000	430	USAGE 3/3-4/2 SVMS	0.00	260.67
TOTAL CHECK								0.00	977.20

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A101.00	376410	04/29/20	27482	NATIONAL INSURANCE	01	L215.40	VOL AD&D EMP W/H	0.00	3,029.27	
A101.00	376410	04/29/20	27482	NATIONAL INSURANCE	01005203797000	291	COBRA/RETIREE	0.00	4,109.71	
A101.00	376410	04/29/20	27482	NATIONAL INSURANCE	01	L215.30	CURR EMP LIFE/AD&D	0.00	15,803.52	
A101.00	376410	04/29/20	27482	NATIONAL INSURANCE	01	L215.30	LTD DISTRICT W/H	0.00	16,783.55	
TOTAL CHECK									0.00	39,726.05
A101.00	376411	04/29/20	17215	OCCUPATIONAL MEDICI	01009760720000	305	DOT P JOHNSON	0.00	70.00	
A101.00	376414	04/29/20	06953	PREMIUM WATERS INC	01008105000000	401	WATER FOR DO	0.00	24.00	
A101.00	376415	04/29/20	11873	RATWIK ROSZAK & MAL	01005400000000	306	LEGAL SVCS-SPED ISS	0.00	460.00	
A101.00	376416	04/29/20	26495	RUPP ANDERSON SQUIR	01005110000000	307	LEGAL SVCS-GEN DIST	0.00	5,055.00	
A101.00	376416	04/29/20	26495	RUPP ANDERSON SQUIR	01005400000000	306	LEGAL SVCS-SP ED	0.00	1,789.63	
A101.00	376416	04/29/20	26495	RUPP ANDERSON SQUIR	01005105000000	307	LEGA SVCS-HR ISSUES	0.00	2,309.50	
TOTAL CHECK									0.00	9,154.13
A101.00	376417	04/29/20	26674	RUSSELL SECURITY RE	01005105000000	401	OFFICE FILE CAB KEY	0.00	34.30	
A101.00	376418	04/29/20	26568	S & J GLASS INC	01019865368000	520	SVMS WINDOW REPLACE	0.00	76,826.99	
A101.00	376419	04/29/20	31137	SECURITY CONTROL SY	01020810000000	350	BUILDING REPAIR	0.00	140.00	
A101.00	376420	04/29/20	20115	TELIN TRANSPORTATIO	01009760720000	402	FLOOR TRANSITION	0.00	39.46	
A101.00	376421	04/29/20	23172	TOLL GAS & WELDING	01009760720000	402	DEMURRAGE	0.00	10.61	
A101.00	376421	04/29/20	23172	TOLL GAS & WELDING	01009760720000	402	DEMURRAGE	0.00	11.35	
TOTAL CHECK									0.00	21.96
A101.00	376422	04/29/20	28040	TWIN CITY TRANSPORT	01009760723000	360	SPED COVID PMT-MAR	0.00	6,388.52	
A101.00	376422	04/29/20	28040	TWIN CITY TRANSPORT	01009760728000	360	HOMELESS COVID-MAR	0.00	8,000.00	
A101.00	376422	04/29/20	28040	TWIN CITY TRANSPORT	01009760723000	360	SP ED TRANS-MAR	0.00	8,000.20	
A101.00	376422	04/29/20	28040	TWIN CITY TRANSPORT	01009760728000	360	HOMELESS TRANS-MAR	0.00	9,003.53	
TOTAL CHECK									0.00	31,392.25
A101.00	376424	04/29/20	23013	UNIVERSITY LANGUAGE	01005790000000	358	INTERPRETER-GEN ED	0.00	82.50	
A101.00	376425	04/29/20	19534	VERIFIED CREDENTIAL	01009760720000	305	BACKGROUND SCREENIN	0.00	279.20	
A101.00	376427	04/29/20	05410	XCEL ENERGY	01019810000000	330	SOUTH VIEW	0.00	965.26	
A101.00	V15475	04/01/20	E13763	JULIE M GABRIELSON	01005850000830	320	CELL PHONE MARCH	0.00	65.00	
A101.00	V15476	04/01/20	E14239	CURT E JOHANSON	01005810000000	320	CELL PHONE FEB	0.00	65.00	
A101.00	V15477	04/01/20	E20861	MORGAN ELIZABETH VO	01005940000000	340	CELL REPLACE INS	0.00	149.00	
A101.00	V15478	04/08/20	E9391	MICHAEL C ANDERSON	01529203000000	430	SPELLING CITY MBRSH	0.00	69.95	
A101.00	V15479	04/08/20	E6495	ALFRED L BLISS	01005203797000	291	SUPPL REIMB JAN-MAR	0.00	464.87	
A101.00	V15479	04/08/20	E6495	ALFRED L BLISS	01005203797000	291	MEDI REIMB JAN-MAR2	0.00	699.00	

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TOTAL CHECK								0.00	1,163.87
A101.00	V15481	04/08/20	E15078	RA CHHOTH	01005110000902	299	TECH ALLOWANCE	0.00	109.99
A101.00	V15482	04/08/20	E9407	BRETT COPE	01005810000000	320	CELL PHONE MAR	0.00	52.86
A101.00	V15483	04/08/20	E14117	ERIC D HAMILTON	01005810000000	320	CELL PHONE MAR	0.00	40.00
A101.00	V15485	04/08/20	E5530	JANICE LAVEN	01527203000054	430	BOOKS FOR SCI UNIT	0.00	45.79
A101.00	V15487	04/08/20	E9656	THOMAS LYMAN	01528810000000	320	CELL PHONE JAN-APR	0.00	260.00
A101.00	V15488	04/08/20	E20043	MEGAN M MESTAD	01005720000000	320	CELL PHONE FEB-MAR	0.00	130.00
A101.00	V15488	04/08/20	E20043	MEGAN M MESTAD	01005420419000	366	MILEAGE	0.00	52.50
TOTAL CHECK								0.00	182.50
A101.00	V15489	04/08/20	E14474	DANIEL J MOLLIK	01020258000252	430	SUPPLIES	0.00	29.00
A101.00	V15490	04/08/20	E5899	THERESA MARIE MYRE	01005203797000	291	SUPPL REIMB JAN-MAR	0.00	137.10
A101.00	V15490	04/08/20	E5899	THERESA MARIE MYRE	01005203797000	291	MEDI REIMB JAN-MAR2	0.00	433.80
TOTAL CHECK								0.00	570.90
A101.00	V15491	04/08/20	E20750	NOELLA LYN O'ROURKE	01005105000902	299	MONITORS	0.00	247.98
A101.00	V15492	04/08/20	E8056	KORY M SMITH	01020810000000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15493	04/08/20	E6718	LINDA K WILLER	01005203797000	291	MEDI REIMB JAN-MAR	0.00	433.80
A101.00	V15493	04/08/20	E6718	LINDA K WILLER	01005203797000	291	SUPP REIMB JAN-MAR	0.00	814.50
TOTAL CHECK								0.00	1,248.30
A101.00	V15494	04/08/20	E14422	KEITH M WOLFE	01527810000000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15495	04/15/20	E14299	ANNE E ANDERSON	01533203000000	305	CUSTOM FRAME	0.00	148.20
A101.00	V15496	04/15/20	E7011	MARK A DEYOUNG	01526050000000	320	CELL PHONE MARCH	0.00	65.00
A101.00	V15497	04/15/20	E14795	NICHOLAS J ELLISON	01526203000000	366	MN MUSIC ED REG	0.00	87.50
A101.00	V15498	04/15/20	E14116	THOMAS J JOHNSTON	01005630000000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15499	04/15/20	E5777	MARY B MANDERFELD	01005203313000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15500	04/15/20	E10520	MATTHEW K MOSBY	01529810000000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15501	04/15/20	E10206	CARMEN B NESHEIM	01527203000051	430	FIRST GRADE SUPPLIE	0.00	368.91
A101.00	V15502	04/15/20	E12441	KIMBERLY ANN REISTA	01021212000000	430	INK FOR EHS ART CLA	0.00	89.95
A101.00	V15503	04/15/20	E10990	CARLA J SCHWAPPACH	01005105000000	366	APA WEBINAR	0.00	99.00
A101.00	V15504	04/15/20	E14580	KRISTINE S WIESE	01021258000252	430	TIER II REGISTRATIO	0.00	100.00

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A101.00	V15505	04/22/20	E9122	JUDY BOLIN	01526203000000	430	STAMPS FOR ELEARIN	0.00	273.68
A101.00	V15506	04/22/20	E14346	ELLEN H BOWDEN	01005105000000	401	PRINTER CARTRIDGE	0.00	52.99
A101.00	V15507	04/22/20	E15078	RA CHHOTH	01005110000000	320	CELL PHONE APR	0.00	65.00
A101.00	V15508	04/22/20	E15399	ZACH R HORN	01005630000000	366	MILEAGE JAN-MAR	0.00	153.12
A101.00	V15508	04/22/20	E15399	ZACH R HORN	01005630000000	320	CELL PHONE JAN-MAR	0.00	195.00
TOTAL CHECK								0.00	348.12
A101.00	V15509	04/22/20	E14975	HANNAH R KRUEGER	01005630000000	366	MILEAGE MAR	0.00	11.39
A101.00	V15510	04/22/20	E5674	PETER J LINDER	01008810000000	320	CELL PHONE APR	0.00	65.00
A101.00	V15512	04/29/20	E13763	JULIE M GABRIELSON	01005850000830	320	CELL PHONE APR	0.00	65.00
A101.00	V15513	04/29/20	E14117	ERIC D HAMILTON	01005810000000	320	CELL PHONE APR	0.00	40.00
A101.00	V15514	04/29/20	E11851	ANGELA K HRUBY	01528203000096	433	BOOKS & BINGO CARDS	0.00	62.60
A101.00	V15515	04/29/20	E5185	RONALD G MICHALETZ	01532810000000	320	CELL PHONE APR	0.00	65.00
A101.00	V15516	04/29/20	E11519	CHERYL L PARISH	01535412740000	366	MILEAGE MAR PART C	0.00	7.48
A101.00	V15516	04/29/20	E11519	CHERYL L PARISH	01005420419000	366	MILEAGE MAR PART B	0.00	34.96
TOTAL CHECK								0.00	42.44
A101.00	V15517	04/29/20	E13808	NICOLE M POLK SINGE	01019211000000	366	ALA CONFERENCE FEE	0.00	300.00
A101.00	V15518	04/29/20	E5755	TIMOTHY J RODEN	01020810000000	320	CELL PHONE APR	0.00	65.00
A101.00	V15519	04/29/20	E8056	KORY M SMITH	01020810000000	320	CELL PHONE APR	0.00	65.00
A101.00	V15520	04/29/20	E20121	DEBRA LOUISE WILLIA	01019050000000	305	INTERNET TO WK FRM	0.00	109.99
TOTAL CASH ACCOUNT								0.00	1,626,116.18
TOTAL FUND								0.00	1,626,116.18

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FUND - 02 - FOOD SERVICES

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376082	04/01/20	21514	GENERAL PARTS LLC	02005770701000	350	DOOR CLSR FOR BRD P	0.00	183.12
A101.00	376082	04/01/20	21514	GENERAL PARTS LLC	02005770701000	350	KITCHEN REPAIRS	0.00	178.68
A101.00	376082	04/01/20	21514	GENERAL PARTS LLC	02005770701000	350	FAN MOTORS/SERV WEL	0.00	54.58
TOTAL CHECK								0.00	416.38
A101.00	376122	04/01/20	23746	SUMMIT COMMERCIAL F	02005770701000	350	REPAIR WALK IN COOL	0.00	236.00
A101.00	376184	04/08/20	31545	OVERHEAD DOOR CO.OF	02005770701000	350	KITCHEN REPAIR	0.00	542.10
A101.00	376259	04/15/20	22996	RJ MECHANICAL INC	02005770701000	350	REP 3" FLOOR SINK	0.00	1,300.97
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770705000	305	MAR 16-31 BREAKFAST	0.00	2,920.58
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770701000	305	MAR 16-31 LUNCH	0.00	6,058.68
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770705000	305	MAR 1-15 BREAKFAST	0.00	8,925.66
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770701000	305	ALA CARTE	0.00	43,596.75
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770705000	305	MAR 1-15 LUNCH	0.00	78,944.15
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770707000	305	DOD CREDIT	0.00	-6,398.23
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770701000	305	JTM CREDIT	0.00	-4,272.46
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770701000	305	LOL CREDIT	0.00	-3,124.60
A101.00	376287	04/22/20	27269	CHARTWELLS DINING S	02005770701000	305	BROWN BOX CREDIT	0.00	-1,516.10
TOTAL CHECK								0.00	125,134.43
A101.00	376423	04/29/20	23117	UNITED REFRIGERATIO	02005770701000	350	FREEZER REPAIR	0.00	25.37
A101.00	376423	04/29/20	23117	UNITED REFRIGERATIO	02005770701000	350	FREEZER REPAIR	0.00	5.66
TOTAL CHECK								0.00	31.03
TOTAL CASH ACCOUNT								0.00	127,660.91
TOTAL FUND								0.00	127,660.91

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FUND - 04 - COMMUNITY SERVICE FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376064	04/01/20	30511	ARTEDUTC LLC	04005585332000	305	ART IN WINTERLAND	0.00	2,709.00
A101.00	376065	04/01/20	31854	CHRISTINE T MORGAN	04008505321503	305	TAI CHI	0.00	162.00
A101.00	376068	04/01/20	20697	BAYCOM INC	04005570321000	530	KC RADIOS	0.00	13,982.74
A101.00	376093	04/01/20	30403	JOE'S HOME DELIVERY	04526570321000	490	KC MILK	0.00	162.50
A101.00	376093	04/01/20	30403	JOE'S HOME DELIVERY	04533570321000	490	KC MILK	0.00	210.00
A101.00	376093	04/01/20	30403	JOE'S HOME DELIVERY	04532570321000	490	KC MILK	0.00	87.50
A101.00	376093	04/01/20	30403	JOE'S HOME DELIVERY	04528570321000	490	KC MILK	0.00	101.92
A101.00	376093	04/01/20	30403	JOE'S HOME DELIVERY	04529570321000	490	KC MILK	0.00	105.00
A101.00	376093	04/01/20	30403	JOE'S HOME DELIVERY	04527570321000	490	KC MILK	0.00	140.00
TOTAL CHECK								0.00	806.92
A101.00	376097	04/01/20	30919	KATHLEEN POVOLNY	04008505321502	305	PHOTO ORG	0.00	280.00
A101.00	376099	04/01/20	31423	LARA MUELLER	04008505321503	305	MINDFUL YOGA	0.00	480.00
A101.00	376100	04/01/20	24423	LOPESIO LAURIE	04008505321503	305	209-1 (MAR 16)	0.00	60.00
A101.00	376109	04/01/20	23152	MONICA E. MOHN	04008505321502	305	DANCE	0.00	79.98
A101.00	376128	04/01/20	15359	WALLIN LYNETTE	04008505321503	305	217-1, 217-2	0.00	534.00
A101.00	376129	04/01/20	17571	WHOBODIES LLC	04526570321000	401	KC SUMMER TSHIRTS	0.00	707.95
A101.00	376129	04/01/20	17571	WHOBODIES LLC	04527570321000	401	KC SUMMER TSHIRTS	0.00	707.95
A101.00	376129	04/01/20	17571	WHOBODIES LLC	04528570321000	401	KC SUMMER TSHIRTS	0.00	707.95
A101.00	376129	04/01/20	17571	WHOBODIES LLC	04529570321000	401	KC SUMMER TSHIRTS	0.00	707.95
A101.00	376129	04/01/20	17571	WHOBODIES LLC	04532570321000	401	KC SUMMER TSHIRTS	0.00	707.95
A101.00	376129	04/01/20	17571	WHOBODIES LLC	04533570321000	401	KC SUMMER TSHIRTS	0.00	707.95
TOTAL CHECK								0.00	4,247.70
A101.00	376132	04/08/20	18968	ANDERSON WENDY S	04008505321503	305	211-1/2/3/4	0.00	2,700.00
A101.00	376144	04/08/20	27269	CHARTWELLS DINING S	04005590321000	490	ALL DAY PREK MARCH	0.00	827.90
A101.00	376164	04/08/20	32075	HUDSON MAGIC LLC	04005585332000	305	ONSB-1/2/3	0.00	1,190.70
A101.00	376168	04/08/20	31778	KAETHE BIRKNER	04008505321503	305	225-1	0.00	157.50
A101.00	376174	04/08/20	31423	LARA MUELLER	04008505321503	305	222-1 (3/16 CLASS)	0.00	60.00
A101.00	376180	04/08/20	30174	MIKKONEN MUSIC LLC	04005585332000	305	MARCH MUSIC LESSONS	0.00	8,137.50
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	04005590321000	401	USAGE 2/3-3/2 ELC	0.00	13.21
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	04005505321000	401	USAGE 2/3-3/2 ECC	0.00	13.62
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	04533570321000	401	USAGE 2/3-3/2 K CLU	0.00	9.28
TOTAL CHECK								0.00	36.11
A101.00	376187	04/08/20	28601	PHOENIX SCHOOL COUN	04001590353000	305	SVC-AVAIL ACAD QTR4	0.00	2,312.68
A101.00	376187	04/08/20	28601	PHOENIX SCHOOL COUN	04007590353000	305	SVC-GR7/GR8 OLG QTR	0.00	9,182.70
TOTAL CHECK								0.00	11,495.38

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376204	04/08/20	27819	T-MOBILE	04005582344000	401	FAMILY CENTER 2	0.00	43.42
A101.00	376204	04/08/20	27819	T-MOBILE	04005585362502	320	COMMUNITY ED	0.00	9.06
A101.00	376204	04/08/20	27819	T-MOBILE	04005570321000	320	KIDS CLUB	0.00	104.65
TOTAL CHECK									157.13
A101.00	376209	04/08/20	32079	WESLEY MOURI	04005585332000	305	GOTTA DANCE	0.00	226.11
A101.00	376213	04/15/20	30468	ADELLE HANSEN	04799590351000	460	19-20 NONPUB MAT RE	0.00	85.09
A101.00	376222	04/15/20	53402	CHRISTINE WEST	04799590351000	460	19-20 NONPUB MAT RE	0.00	170.18
A101.00	376251	04/15/20	30466	PAUL & CONSTANCE RA	04799590351000	460	19-20 NONPUB MAT RE	0.00	64.00
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM # 220-3732	0.00	121.50
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM #220-3733	0.00	340.50
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM #220-4527	0.00	447.75
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM #220-3735	0.00	288.50
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM # 220-4523	0.00	309.00
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM #220-3738	0.00	185.25
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM #220-4504	0.00	756.75
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM #220-4525	0.00	267.00
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM # 220-3731	0.00	46.25
A101.00	376255	04/15/20	24232	PROJECT LEAD THE WA	04007590351000	460	ITEM # 220-4520	0.00	510.00
TOTAL CHECK									3,272.50
A101.00	376263	04/15/20	31433	STACEY HUGHES	04799590351000	460	19-20 NONPUB MAT RE	0.00	251.72
A101.00	376268	04/15/20	31432	TRACY PEPPER	04799590351000	460	19-20 NONPUB MAT RE	0.00	51.20
A101.00	376297	04/22/20	32082	ELIZABETH A SWANSON	04005585332000	305	CURSIVE 101 M-F	0.00	367.50
A101.00	376300	04/22/20	17239	FERSCHTMAN LARISA	04005585332000	305	CH-CN2/ND3/CS4	0.00	3,612.50
A101.00	376302	04/22/20	30056	FUN ENGINEERZ LLC	04005585332000	305	HL STEM JR MAR 9	0.00	168.75
A101.00	376306	04/22/20	23443	GRAPHIC EDGE	04020585332000	305	WOMENS TRACK TANKS	0.00	73.46
A101.00	376306	04/22/20	23443	GRAPHIC EDGE	04019585332000	305	WOMENS TRACK TANKS	0.00	78.22
A101.00	376306	04/22/20	23443	GRAPHIC EDGE	04019585332000	305	MENS TRACK TANKS	0.00	82.71
A101.00	376306	04/22/20	23443	GRAPHIC EDGE	04020585332000	305	MENS TRACK TANKS	0.00	82.71
TOTAL CHECK									317.10
A101.00	376310	04/22/20	32089	HECTOR JAVIER RIOS	04008505321502	305	POS DISCIPLINE (SPA)	0.00	600.00
A101.00	376325	04/22/20	24592	KIDCREATE STUDIO	04005585332000	305	UNICORN ART - CC	0.00	217.60
A101.00	376325	04/22/20	24592	KIDCREATE STUDIO	04005585332000	305	UNICORN ART - HL	0.00	326.40
TOTAL CHECK									544.00
A101.00	376329	04/22/20	31423	LARA MUELLER	04008505321503	305	925-1	0.00	50.40
A101.00	376332	04/22/20	31975	MAX DUPSLAFF	04005585332000	305	ACT-W2	0.00	4,246.58

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FUND - 04 - COMMUNITY SERVICE FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376356	04/22/20	22996	RJ MECHANICAL INC	04005570321000	305	PLUMBING REPAIR	0.00	2,127.73
A101.00	376364	04/22/20	28900	SUSAN HARDMAN-CONKL	04008505321503	305	MEDITATION/YOGA - W	0.00	1,246.00
A101.00	376366	04/22/20	20097	UPPER LAKES FOODS I	04533570321000	490	KC SNACKS	0.00	1,154.37
A101.00	376368	04/22/20	32079	WESLEY MOURI	04005585332000	305	GOTTA DANCE - 2	0.00	84.00
A101.00	376393	04/29/20	12665	JESSEN PRESS INC	04005582344000	401	BUSINESS CARDS-TD	0.00	69.50
A101.00	376399	04/29/20	24592	KIDCREATE STUDIO	04005585332000	305	DRAW A HORSE 4/17	0.00	54.00
A101.00	376403	04/29/20	23467	MAYER ARTS INC	04005585332000	305	THEATER CLASS	0.00	304.00
A101.00	376406	04/29/20	04595	MESPA	04005590321000	366	IMPLICIT BIAS: L BY	0.00	18.00
A101.00	V15480	04/08/20	E10461	VALERIE E BURKE	04005505321000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15484	04/08/20	E10694	ERICA M KOLLER	04005570321000	320	CELL PHONE MAR	0.00	65.00
A101.00	V15484	04/08/20	E10694	ERICA M KOLLER	04528570321000	366	MILEAGE MAR	0.00	5.87
TOTAL CHECK								0.00	70.87
A101.00	V15486	04/08/20	E20800	JARED D LITTLE	04532570321000	366	MILEAGE JAN-FEB	0.00	76.02
A101.00	V15511	04/22/20	E14631	CARYNN R ROEHRICK	04005590321501	320	CELL PHONE MAR	0.00	65.00
TOTAL CASH ACCOUNT								0.00	67,466.68
TOTAL FUND								0.00	67,466.68

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FUND - 06 - CONSTRUCTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376101	04/01/20	10090	MACKIN EDUCATIONAL	06005870795000	406	BOOKS FOR COUNTRYSI	0.00	597.51
A101.00	376111	04/01/20	22297	PARALLEL TECHNOLOGI	06008867380000	305	PROGRESS BILL ECC P	0.00	9,790.86
A101.00	376131	04/08/20	23145	AFFINITECH INC.	06005870795754	555	ND,CV, AND CN WORK	0.00	4,004.63
A101.00	376133	04/08/20	30719	ARIN-AMERICAN REGIS	06005870795000	405	ANNUAL MAINTENANCE	0.00	300.00
A101.00	376134	04/08/20	27918	ARVIG	06005870795754	555	ANN'L LOC SVC7/1-6/	0.00	4,725.00
A101.00	376137	04/08/20	12067	BARNES & NOBLE INC	06005870795000	406	BOOKS FOR EHS	0.00	100.46
A101.00	376140	04/08/20	28625	CAPITAL CITY GLASS,	06008867380000	305	ECC RENOV WS 08-F	0.00	7,421.40
A101.00	376142	04/08/20	22896	CD TILE & STONE INC	06008867380000	305	ECC RENOV WS 09-B	0.00	5,700.00
A101.00	376145	04/08/20	32077	COMMERCIAL DRYWALL	06008867380000	305	ECC RENOV WS 09-A	0.00	47,310.00
A101.00	376149	04/08/20	26209	CYBER ACOUSTICS	06005870795724	556	QUOTE MM20200316C	0.00	1,700.00
A101.00	376150	04/08/20	30917	DARK KNIGHT SOLUTIO	06005870795000	305	APR SEC ADV SERV	0.00	350.00
A101.00	376152	04/08/20	22552	EBERT CONSTRUCTION	06008867380000	305	ECC RENOV WS 06-A	0.00	7,253.25
A101.00	376170	04/08/20	32078	KELLINGTON CONSTRUC	06008867380000	305	ECC RENOV WS 02-A	0.00	54,483.69
A101.00	376177	04/08/20	31991	MANOR ELECTRIC INC.	06008867380000	305	ECC RENOV WS 26-A	0.00	56,680.80
A101.00	376181	04/08/20	25610	MOTG-MINNESOTA OFFI	06005870795734	556	USAGE 2/3-3/2 DMTS	0.00	99.59
A101.00	376185	04/08/20	22297	PARALLEL TECHNOLOGI	06005870795754	555	HL CABLE RUN TIX812	0.00	640.00
A101.00	376188	04/08/20	28355	PHONE GUYS INC	06005870795754	556	PHONE LINE AT ECC	0.00	180.00
A101.00	376190	04/08/20	06953	PREMIUM WATERS INC	06005870795000	556	WATER FOR DMTS	0.00	36.00
A101.00	376190	04/08/20	06953	PREMIUM WATERS INC	06005870795000	556	WTR CLR APR20-DMTS	0.00	10.00
TOTAL CHECK									46.00
A101.00	376199	04/08/20	28713	TECHNOLOGY RESOURCE	06005870795731	556	DED BROKEN TOUCHSCR	0.00	100.00
A101.00	376202	04/08/20	24180	THE UPS STORE #1715	06005870795734	555	DMTS SHIPPING CHARG	0.00	10.32
A101.00	376211	04/08/20	15501	WILD RUMPUS BOOK ST	06005870795000	406	BOOKS FOR VALLEY VI	0.00	127.08
A101.00	376218	04/15/20	27918	ARVIG	06005870795754	555	INTERNET 03/28-04/2	0.00	2,664.85
A101.00	376219	04/15/20	26629	ASSETGENIE, INC	06005870795731	556	QUOTE 1405448	0.00	99.95
A101.00	376220	04/15/20	18771	CDW GOVERNMENT	06005870795712	556	QUOTE LGJJ070	0.00	550.00
A101.00	376220	04/15/20	18771	CDW GOVERNMENT	06005870795712	556	QUOTE LGJJ070	0.00	980.00
TOTAL CHECK									1,530.00

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FUND - 06 - CONSTRUCTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	376227	04/15/20	28037	GOPHER STATE ONE-CA	06005870795754	555	39 BILLABLE TIX @1.	0.00	52.65
A101.00	376233	04/15/20	32021	INSIGHT PUBLIC SECT	06005870795000	405	QUOTE 222088421	0.00	5,870.52
A101.00	376240	04/15/20	22320	KRAUS-ANDERSON CONS	06008867380000	305	ECC RENOV-SITE SVCS	0.00	56,000.00
A101.00	376240	04/15/20	22320	KRAUS-ANDERSON CONS	06008867380000	305	ECC RENOV-MGMT SVCS	0.00	20,100.00
A101.00	376240	04/15/20	22320	KRAUS-ANDERSON CONS	06008867380000	305	ECC RENOV-GEN CONDI	0.00	12,301.61
TOTAL CHECK									88,401.61
A101.00	376243	04/15/20	10090	MACKIN EDUCATIONAL	06005870795000	406	BOOKS FOR COUNTRYSI	0.00	351.61
A101.00	376250	04/15/20	22297	PARALLEL TECHNOLOGI	06005870795734	555	QUOTE PTIQ14393	0.00	3,564.57
A101.00	376277	04/22/20	23145	AFFINITECH INC.	06005870795722	556	DOWN PAY-INT PANELS	0.00	200,000.00
A101.00	376286	04/22/20	18771	CDW GOVERNMENT	06005870795000	305	WIN VIRT DSKTOP ASS	0.00	350.00
A101.00	376286	04/22/20	18771	CDW GOVERNMENT	06005870795000	305	IMP(CUPS) SVR RE-CE	0.00	350.00
TOTAL CHECK									700.00
A101.00	376330	04/22/20	28383	LUCID SOFTWARE INC	06005870795000	406	LUCID FOR EDUCATION	0.00	710.00
A101.00	376331	04/22/20	10090	MACKIN EDUCATIONAL	06005870795000	406	BOOKS FOR EHS	0.00	392.47
A101.00	376338	04/22/20	26228	MINNESOTA MEMORY IN	06005870795731	556	3 LENOVO KEYBOARDS	0.00	164.92
A101.00	376343	04/22/20	18615	NAC	06019867380000	520	SV REMODEL WS23-A	0.00	465,599.40
A101.00	376345	04/22/20	22439	OFFICE OF MN IT SER	06005870795754	556	WAN SERVICE-MAR 20	0.00	1,740.58
A101.00	376374	04/29/20	27241	CAROLE A. GUPTON PH	06005870795000	305	CONSULT LOG JAN-MAR	0.00	750.00
A101.00	376376	04/29/20	10363	CENTRAL ROOFING COM	06008867380000	520	ECC REROOF PO 19079	0.00	183,769.04
A101.00	376381	04/29/20	30465	DAKOTA ACADEMIC CON	06005870795000	305	EQUITY AID	0.00	500.00
A101.00	376389	04/29/20	30662	HIGH POINT NETWORKS	06005870795000	305	CONSULT WK FOR AD	0.00	218.75
A101.00	376401	04/29/20	22320	KRAUS-ANDERSON CONS	06008867380000	305	CONS MGMT SER-ECC	0.00	20,100.00
A101.00	376401	04/29/20	22320	KRAUS-ANDERSON CONS	06008867380000	520	GENERAL CONDIT-ECC	0.00	21,394.24
A101.00	376401	04/29/20	22320	KRAUS-ANDERSON CONS	06008867380000	305	SITE SERVICES-ECC	0.00	57,000.00
TOTAL CHECK									98,494.24
A101.00	376412	04/29/20	31228	OPENTEXT INC	06005870795000	305	FEES FOR MAR 2020	0.00	142.75
A101.00	376413	04/29/20	32100	PETER M HAUTMAN	06005870795000	406	ZOOM MEETING-AUTHOR	0.00	150.00
A101.00	376414	04/29/20	06953	PREMIUM WATERS INC	06005870795000	556	WATER FOR DMTS	0.00	72.00
A101.00	376426	04/29/20	15501	WILD RUMPUS BOOK ST	06005870795000	406	BOOKS FOR VALLEY VI	0.00	459.69
A101.00	376426	04/29/20	15501	WILD RUMPUS BOOK ST	06005870795000	406	BOOKS FOR VALLEY VI	0.00	13.59
A101.00	376426	04/29/20	15501	WILD RUMPUS BOOK ST	06005870795000	406	BOOKS FOR CRK VALLE	0.00	511.30
TOTAL CHECK									984.58

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FUND - 06 - CONSTRUCTION FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CASH ACCOUNT								0.00	1,258,545.08
TOTAL FUND								0.00	1,258,545.08

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FUND - 12 - BUILDING FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101.00	123949	04/23/20	29089	CONSTRUCTION SYSTEM	12020870000000	520	VV RENOV WS 05-A	0.00	6,016.64
A101.00	123950	04/23/20	31047	KMH ERECTOR, INC.	12020870000000	520	VV RENOV WS 05-B	0.00	1,115.01
TOTAL CASH ACCOUNT								0.00	7,131.65
TOTAL FUND								0.00	7,131.65
TOTAL REPORT								0.00	3,086,920.50



Board Meeting Date: 5/18/2020

TITLE: Purchase annual Microsoft M365 and other software subscriptions from Insight

TYPE: Consent

PRESENTER(S): Steve Buettner, Director of Media and Technology

BACKGROUND: We continue to find this subscription model for purchase of Microsoft software to be advantageous for the system. Microsoft provides unlimited rights to the following services for our computers: virus protection, email for staff, desktop management, computer and user authentication (AD), and additional desktop optimization features.

RECOMMENDATION: Approve purchase of Microsoft annual software subscription, M365, from Insight for \$78,255.24 leveraging the state of Minnesota contract pricing.

PRIMARY ISSUE(S) TO CONSIDER: For the 2020-2021 school year, Microsoft has introduced a new subscription service called M365. This subscription service will allow the district to continue to use Microsoft products for as a primary communications tool for staff.

ATTACHMENTS:

1. Insight quotes



Edina Public Schools IDS #273

Quotation: 0220-Edina Public Schools1-MSEES-BWP
Date: March 10, 2020
Enrollment: TBD 7636908 Renewal
Contract: MN NASPO

Part Number	Item Name	Level	Purchase Period	Pool	Product Type	Quantity	Unit Price	Extended Price
Additional Products								
7JQ-00341	SQLSvrEntCore ALNG LicSAPk MVL 2Lic CoreLic	Non-Specific	Non-Specific	Servers	License/Software Assurance Pack	1	\$ 1,128.60	\$ 1,128.60
228-04437	SQLSvrStd ALNG LicSAPk MVL	Non-Specific	Non-Specific	Servers	License/Software Assurance Pack	2	\$ 73.69	\$ 147.38
7NQ-00302	SQLSvrStdCore ALNG LicSAPk MVL 2Lic CoreLic	Non-Specific	Non-Specific	Servers	License/Software Assurance Pack	2	\$ 294.27	\$ 588.54
6VC-01251	WinRmtDsktpSrvcsCAL ALNG LicSAPk MVL DvcCAL	Non-Specific	Non-Specific	Servers	License/Software Assurance Pack	5	\$ 8.28	\$ 41.40
9EA-00039	WinSvrDCCore ALNG LicSAPk MVL 2Lic CoreLic	Non-Specific	Non-Specific	Servers	License/Software Assurance Pack	24	\$ 37.88	\$ 909.12
Annual Total:							\$	2,815.04

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Edina Public Schools IDS #273

Quotation: 0220-Edina Public Schools1-MSEES-BWP
Date: May 7, 2020
Enrollment: TBD 7636908 Renewal
Contract: MN NASPO

Subscription Start Date: **3/1/20**
 Subscription End Date: **2/29/2023**

Upfront: 12 Months

Part Number	Item Name	Level	Purchase Period	Pool	Product Type	Quantity	Term Price	Extended Price
Additional Products								
6QK-00001	Azure Monetary Commitment	Non-Specific	Non-Specific	Servers	Monthly Subscriptions-VolumeLicense	3	\$1,218.00	\$ 3,654.00
W76-00001	O365AdvThrtPrtctPln1EDU ShrdSvr ALNG SubsVL MVL PerUsr	Non-Specific	Non-Specific	Applications	Monthly Subscriptions-VolumeLicense	50	\$15.47	\$ 773.50
NK5-00001	PwrBIProforEDU ShrdSvr ALNG SubsVL MVL PerUsr	Non-Specific	Non-Specific	Servers	Monthly Subscriptions-VolumeLicense	50	\$23.26	\$ 1,163.00
M6K-00001	O365EDUA1 ShrdSvr ALNG SubsVL MVL PerUsr	Non-Specific	Non-Specific	Servers	Monthly Subscriptions-VolumeLicense	9410	\$0.00	\$ -
Faculty Products								
AAD-38391	M365 EDU A3 Unified ShrdSvr ALNG SubsVL MVL PerUsr	A	Non-Specific	Servers	Monthly Subscriptions-VolumeLicense	1200	\$57.73	\$ 69,276.00
AAD-38401	M365 EDU A5 Unified Step-up From M365 A3 ShrdSvr ALNG SubsVL MVL PerUsr	A	Non-Specific	Servers	Monthly Subscriptions-VolumeLicense	10	\$57.37	\$ 573.70
Student Products								
AAD-38397	M365 EDU A3 Unified ShrdSvr ALNG SubsVL MVL PerUsr STUUseBnft	A	Non-Specific	Servers	Monthly Subscriptions-VolumeLicense	40000	\$0.00	\$ -

12 Month Total: \$ 75,440.20

Annual Grand Total: \$ 78,255.24

1. O365 A1 can be used for light users

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Board Meeting Date: 5/18/2020

TITLE: Purchase Of Service Contract For Voice/Data Network Hardware

TYPE: Consent

PRESENTER(S): Steve Buettner Director of Media and Technology

BACKGROUND: This CISCO Smartnet service contract covers replacement parts and service on nine of the District's major voice communication and data routers and switches. This hardware is critical for the continuity of network service. This is a one-year service contract with CDW, and is based on the State contract pricing.

RECOMMENDATION: Approve the purchase of a CISCO Smartnet service contract for network switches/routers and software from CDW for \$31,446.31 using state contract pricing.

PRIMARY ISSUE(S) TO CONSIDER: Continuity of network services is critical for the delivery of instruction and other services in our district. Though this service contract will not prevent an outage from occurring, by having this agreement, it will reduce the chances and in the event of an issue, we can restore services in a shorter time frame.

ATTACHMENTS:

1. Quote

SMARTnet RENEWAL QUOTE FOR EDINA PUBLIC SCHOOLS - ISD 273
EFFECTIVE COVERAGE CO-TERMED THROUGH JULY 31, 2021



CDW
Account Manager: Mayank Srivastava (J153)
120 S Riverside
Chicago, IL 60606
(312) 705-9366 phone

Please Note: This Quote is valid until April 23, 2020

Quotes Generated On: February 25, 2020

CDW Proprietary and Confidential

Contract Type	Contract Number	Quote Number	Service Description	Annual Cost	Prorated Cost	Discounted Cost
SNT	200734400	271564845	8x5xNext Business Day	\$ 11,182.53	\$ 11,388.85	\$ 7,972.19
SNTP	200734400	271564845	Premium 24x7x4	\$ 17,103.20	\$ 14,539.23	\$ 10,177.46
ECMU	200734400	271564845	ECMU	\$ 20,439.00	\$ 18,995.22	\$ 13,296.66

Total: \$ 48,724.73 **\$ 31,446.31**

Customer is responsible to pay freight charges. Estimated or actual freight charges are not included in quotes (unless specifically stated). This quote excludes sales tax (unless specifically stated).

Acceptance of Terms and Conditions of Sales and Services

By ordering or accepting delivery of Products from Seller or by engaging Seller to perform or to procure Services on behalf of Customer, Customer thereby signifies its agreement with Seller: (i) The terms and conditions provided on this link apply: <http://www.cdw.com/content/terms-conditions/default.aspx>, except if there is an effective written agreement between the parties applicable to the Transaction, then the terms and conditions governing the Transaction are those contained in such effective written agreement; and (ii) that if Customer delivers or conveys to Seller by any means: (a) any additional terms or conditions; or (b) any terms or conditions that differ in any respect, material or otherwise, from those governing the Transaction, then such terms or conditions will be null and void unless accepted in a writing executed by the authorized signatories of both parties.



Board Meeting Date: 5/18/2020

TITLE: Transportation Facilitation Agreement

TYPE: Consent

BACKGROUND: Que Tal is a private organization that is not affiliated with the District, but which provides services for some District students. Que Tal entered into a transportation services agreement with Adams Services in 2019. While the District is not a part of that agreement, Que Tal and the District would like to collaborate to ensure that the transportation being provided by Que Tal runs smoothly and efficiently for students, and does not interfere with the District's transportation of students.

RECOMMENDATION: The administration recommends the extension of the Transportation Facilitation Agreement with Que Tal effective July 1, 2020 thru June 30, 2021.

ATTACHMENTS:

1. Transportation Facilitation Agreement

TRANSPORTATION FACILITATION AGREEMENT

This Agreement is made and entered into by and between Independent School District No. 273, Edina Public Schools (the “District”), and Que Tal Spanish Language Program (“Que Tal”). The District and Que Tal are hereinafter referred to collectively as the “parties” and individually as a “party.”

WHEREAS, Que Tal is a private organization that is not affiliated with the District, but which provides services for some District students pursuant to contracts or agreements with the parents of those individual students; and

WHEREAS, the District is not responsible to provide transportation for its students to or from a private organization; and

WHEREAS, the District understands that Que Tal is entering into a transportation services agreement with Adams Services, a current District transportation provider, to provide such transportation services to Que Tal’s students; and

WHEREAS, the District is not a party to that agreement between Que Tal and Adams Services, but the Parties would like to collaborate to ensure that the transportation being provided by Que Tal runs smoothly and efficiently for students, and does not interfere with the District’s transportation of its students.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in the Agreement and other valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Term.** The term of this Agreement shall begin on July 1, 2020, and automatically end on June 30, 2021. Either party may terminate this Agreement, with or without cause and without penalty, by providing written notice of termination to the other party at least thirty (30) calendar days before the effective date of termination. This Agreement shall not automatically renew. The district will begin discussions in December with Que Tal on possible renewal for the upcoming school year with the intent of a recommendation to the School Board approval in January.
2. **Transportation.** Que Tal is solely responsible for transporting all of the students in its programs from their designated elementary schools within the District to Que Tal after school, to the extent these students choose to engage in Que Tal’s services. The District is only responsible for picking up and dropping off individual students at their homes consistent with District Policy, and is not responsible for providing transportation to or from independently owned or operated before or after-school programs, such as Que Tal. The District shall have no liability or responsibility related to the transportation of these students to Que Tal or the transportation agreement between Que Tal and Adams Services beyond those specifically outlined in this Agreement. Que Tal shall be solely liable and responsible for ensuring the safe and legal transportation of its students, and for ensuring that the transportation is provided in accordance with all state and federal

regulations for such transportation of students. Que Tal shall be solely responsible for handling student discipline or incidents that occur on its transportation, and the District shall have no obligation or responsibility for responding to any disciplinary incidents or allegations of wrongdoing against students on said transportation.

3. **Facilitation of Services.** The District agrees to help facilitate the transportation of Que Tal students with Adams Services to ensure that the services do not interfere with the general transportation provided by the District to its students. This facilitation shall include positioning and the timing of the arrival and departure of the Que Tal buses at individual sites. The District will not be a party to the agreement between Que Tal and Adams Services, nor is it undertaking any role or responsibilities related to the services outlined therein beyond merely facilitating the provision of said services. The District will provide Que Tal with a school calendar that outlines the days on which students will need to be picked up, as well as any early release days. The District will also provide Que Tal with the normal release times for each District school. As Adams Services provides the District's transportation services, any notices of early dismissal requiring an earlier than normal pick up of Que Tal students at the District will be delivered directly to Adams Services. The District will make effort to communicate early dismissals to the Que Tal representative. However, the District is under no obligation to provide additional notice to Que Tal parents of such an early dismissal or changes in schedule.
4. **Pick Up and Supervision.** Que Tal students receiving transportation pursuant to the agreement between Que Tal and Adams Services shall have up to a thirteen (13) minute window of time in which they shall enter the bus to transport them to Que Tal. The thirteen minute window of time will begin at 2:32 p.m. when the buses leave Highlands elementary school and will end no later than 2:45 p.m. During this thirteen minute window, the District agrees to provide supervision for the students to the same extent it provides supervision to any of its students who are exiting the school and entering buses. The District is not responsible to provide supervision or any other services to these students after this thirteen minute window or 2:45 p.m., and Que Tal will be solely responsible for the students and their safety, supervision, and well-being after 2:45 p.m. The District agrees to provide supervision beyond the thirteen minute window only in special circumstances, such as in the rare occurrence of inclement weather or a bus breakdown that causes the Que Tal bus to miss the thirteen minute window. If said circumstances cause the District to provide supervision for the students beyond the thirteen minute window more than three (3) times during the term of this Agreement, the Parties will meet and negotiate in good faith to determine a solution for this issue, which may include Que Tal hiring staff to provide the supervision beyond the thirteen minute window.
5. **Administrative Fee.** The District will charge an Administrative Fee to Que Tal of \$500.00. This Administrative Fee shall be due to the district on October 1, 2020. . An invoice will be considered "past due" thirty-one (31) days after October 1, 2020 . If payment is received after the past due date, a late fee of \$25 will charged each 30 days that the payment is not received. Que Tal will pay all necessary costs, including reasonable attorney fees, for collecting amounts over which no good faith dispute exists

and which are more than sixty (60) days past due. The District reserves the right, at its option, to immediately terminate this Agreement if it does not receive payment within thirty (30) calendar days of the due date. Such termination does not change the obligation of Que Tal to pay any outstanding invoices or costs for services that have been rendered to that point.

6. **List of Students.** Que Tal must provide the District with a List of Students who will utilize Que Tal transportation pursuant to this Agreement no later than August 15, 2020. This list must include each student's name, address, and designated elementary school. Any additional students who enroll in Que Tal or changes to the List of Students after August 15, 2020, must be delivered to the District as soon as practicable. No students will be allowed to utilize Que Tal transportation unless or until the District receives such official notice from Que Tal.
7. **Notice to and Permission from Parents.** Que Tal must provide notice to the parents of its students that Que Tal, and not the District, is responsible for the transportation of the students pursuant to this Agreement. A copy of said notice must be provided to the District prior to the provision of services under this Agreement. Similarly, Que Tal must provide the District with signed permission forms from the parents of each student to be transported by Que Tal to ensure that the District is aware of and has received parental permission to release the students to Que Tal staff at the end of the school day.
8. **Relationship of the Parties.** The District shall not be considered a partner of Que Tal, nor shall it be considered a fiscal agent or otherwise be responsible for payments or responsibilities of Que Tal. Nothing in this Agreement may be construed to create an employment relationship, a partnership, a joint venture, or a joint enterprise between the Parties and/or the employees of the Parties. The Parties are not authorized and shall have no power under this Agreement to take any action that could legally bind the other Party. It is the intent of the Parties that the relationship created between the Parties is that of independent contractors and is governed by this Agreement.
9. **Equal Employment Opportunity.** Que Tal agrees to provide equal opportunities to all employees and applicants for employment in accordance with applicable laws, directives and regulations of federal, State, and/or local governing bodies. No person shall, on the grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, disability, sexual orientation, or age be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of any or all applicable Federal and state law including, but not limited to, the Civil Rights Act of 1964 and Minnesota Statutes Chapter 363A.
10. **Compliance with Federal and State Laws and District Policies.** When providing services outlined in this Agreement, Que Tal must comply with all federal laws and all Minnesota laws. Such laws specifically include, but are not limited to, the U.S. Constitution, the Minnesota Constitution, the Family Educational Rights and Privacy Act, the Minnesota Government Data Practices Act, the Individuals with Disabilities

Education Act, Minnesota special education laws, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and the Minnesota Human Rights Act. Assigned employees and/or contractor of Que Tal must also comply with all District policies, a copy of which is available on the district website at www.edinaschools.org.

11. **Data Privacy.** All data collected, created, received, maintained, or disseminated in any form, or for any purposes, by Que Tal because of this Agreement are governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (as amended) (“MGDPA”), the Minnesota Rules promulgated pursuant to the MGDPA, the Family Educational Rights and Privacy Act (as amended) (“FERPA”), its implementing regulations, and/or other applicable State and federal laws. No educational data, as defined by the MGDPA, other nonpublic, private, or confidential data, as defined by the MGDPA, or education record, as defined by the FERPA, that was collected, created, received, maintained, or disseminated in any form, or for any purposes, by Que Tal because of this Agreement may be released by Que Tal, or any of the Que Tal’s employees, owners, agents, or representatives to any third party without the express written consent of the District’s Superintendent. This provision specifically includes, but is not limited to, any media relations. Que Tal acknowledges that the District is bound by FERPA and the MGDPA, and thus, may not provide private educational data on a student to Que Tal absent a FERPA and MGDPA-compliant permission form from a Parent.
12. **Criminal Background Check.** At its own expense, and consistent with Minnesota Statutes section 123B.03, subdivision 1(c), Que Tal must conduct a criminal background check, or require that such a check be conducted, on all employees of Que Tal or contractors providing transportation services on behalf of Que Tal before assigning the employee and/or contractor to provide any transportation services under this Agreement, or the agreement between Que Tal and Adams Services. If, at any time, Que Tal discovers that employees and/or contractors of Que Tal that are assigned to work with District students have been convicted of a crime, Que Tal must notify the District. The District will make a determination of whether the conviction renders the assigned employee and/or contractor unfit to continue to provide services pursuant to this Agreement, subject to any limitations under state or federal law.
13. **Indemnification.** Que Tal agrees to defend, indemnify, and hold harmless the District, its employees, officers, directors, insurers, attorneys, and agents against any and all claims, demands, suits, costs, judgments, or other forms of liability, actual or claimed, including attorneys’ fees and punitive damages, for injury to property or persons, arising out of any actions or omissions by Que Tal or Que Tal’s employees, officers, directors, agents, or independent contractors. The District shall have the right to choose its own legal counsel and seek reimbursement from Que Tal or its insurer for the cost of defending itself in any legal action or administrative proceeding identified in this paragraph. Que Tal’s duty to defend, indemnify, and hold the District harmless survives the expiration and termination of this Agreement. The District will be legally or financially responsible for any and all liability arising out of any actions or omissions by the District’s employees.

14. **Notices.** Any notice given under this Agreement is sufficient if it is in writing, legible, and delivered to the other party by hand, courier, registered mail, certified mail, regular mail, or electronic mail at the applicable address listed below for the party. Notice is effective upon receipt. If notice is provided by registered, certified, or regular mail, it is effective upon receipt or three days after the date it was postmarked, whichever is earlier. Notices, including bills and payments, must be sent to the following:

Que Tal Representative
Franciso Peschard, Executive Director
P.O. Box 186
Hamel, MN 55340

District Representative
John Toop, Director of Business Services
Edina Public Schools #273
5701 Normandale Rd
Edina, MN 55424

francisco.peschard@quetalwayzata.org
Ph: 763-208-3231

John.Toop@edinaschools.org
Ph: 952-848-4916

15. **Third Parties.** This Agreement does not create any rights, claims or benefits to any person that is not a party hereto, nor does it create or establish any third party beneficiary.
16. **Insurance.** Que Tal, at its expense and for the duration of this Agreement, shall procure and maintain in full force and effect Commercial General Liability Insurance with minimum limits of \$1,000,000 per occurrence and \$2,000,000 annual aggregate. This policy shall, at a minimum, cover liability arising out of or related to its services and transportation provided under this Agreement. At the District's request, Que Tal will provide the District with proof of the insurance policies required by this Paragraph. An umbrella or excess liability policy may be used in conjunction with primary coverage limits to meet the minimum Commercial General Liability Insurance limit requirements.
17. **Assignment.** Neither party may assign any rights or duties under this Agreement without the written consent of the other party.
18. **Waiver and Enforcement.** The failure to insist on compliance with any term, covenant, or condition contained in this Agreement shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power contained in this Agreement at any time be deemed a waiver or relinquishment of any right or power at any other time. Each Party shall be responsible for its own costs and expenses associated with this Agreement and any related matters, including enforcement of this Agreement.
19. **Choice of Law and Forum.** This Agreement shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this Agreement, or breach of this Agreement, must be in Minnesota state or federal court.
20. **Equal Drafting and Severability.** In the event that either Party asserts that a provision of this Agreement is ambiguous, this Agreement must be construed to have been drafted

equally by the parties. If any provision of this Agreement is held unenforceable by a court of law, the remaining portions of the Agreement will remain in full force and effect unless the remaining portions would not serve the original purpose of the Agreement.

21. **Entire Agreement.** The terms of this Agreement constitute the entire agreement of the parties. Except as stated in this Agreement, no party has relied on any statement, promise, inducement, or representation. This Agreement supersedes any and all prior statements and agreements between the Parties relating to the subject matter of this Agreement. No variation, modification, or waiver of any provision of this Agreement will be valid unless both parties agree to the change in writing, as evidenced by a duly signed addendum to this Agreement. A copy of this Agreement will have the same legal effect as the original.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the dates shown below. By signing below each party specifically acknowledges that it has read this Agreement, that it has been advised to review the terms of this Agreement with legal counsel, that it has received all necessary approvals from governing bodies to enter into such Agreement, and that it agrees to be legally bound by all terms of the Agreement.

Que Tal

Independent School District No. 273, Edina

By: _____
Its: President

By: _____
School Board Chair

Date: _____

Date: _____

By: _____
School Board Clerk

Date: _____

RASW: 134032



Board Meeting Date: 5/18/2020

TITLE: Special Education and Out of District Transportation

TYPE: Consent

BACKGROUND: Edina Schools entered into an agreement with St. Louis Park Transportation, Inc. of St. Louis Park, MN in August 2018 to provide transportation to and from school for all students enrolled in Kindergarten through grade 12 who request transportation or Special Education Transportation in the attendance area in which they reside. This agreement included, but was not limited to, transportation to and from school and supplemental transportation.

Edina Schools holds the option to extend this agreement up to two additional one-year extension options for school years 2020-21 and 2021-2022.

RECOMMENDATION: The administration recommends approving the extension of the Student Transportation Agreement with St. Louis Park Transportation, Inc. Out of district transportation is funded thru the state desegregation transportation program.

ATTACHMENTS:

1. Student Transportation Agreement
2. Special Education Transportation Agreement

Student Transportation Agreement

This agreement made and entered this day, August 24th, 2018 by and between ISD #273 Edina Public Schools, of Hennepin County, Minnesota, hereinafter referred to as "ISD #273" and St. Louis Transportation, Inc. of St. Louis Park, Minnesota 55426 hereinafter referred to as "CONTRACTOR".

The agreement is for Special Education Student Transportation

I. The following is agreed upon by CONTRACTOR and ISD #273:

The CONTRACTOR shall provide transportation to and from school for students with enrolled in Kindergarten through grade 12 who request Special Education transportation. This shall include but not be limited to, transportation to and from schools, facilities and supplemental transportation.

II. Agreement Terms

- a. It is mutually agreed that the term of this contract shall apply to the following school years (defined as regular school year and summer school sessions):
 - i. 2018-2019 and 2019-2020
- b. ISD #273 holds the option to extend this agreement up to two additional one-year extension options for school years (defined as regular school year and summer school sessions):
 - i. 2020-2021
 - ii. 2021-2022

III. Compensation:

- a. Compensation will be determined by a per-rider-per-day rate based on rider type

Rider Type	Rate
Standard Routed Per Pupil per day	\$50.92
Non-Standard Route Per Pupil per day	\$84.15

- i. *Rider type definitions:*
 - 1. Standard Rider
 - a. Scheduled routes during peak-time hours
 - i. Peak-time hours:
 - 1. Monday-Friday (07:00-09:30 and 14:00-16:30)
 - 2. Non-Standard Rider
 - a. Single rider rides
 - b. Rides starting outside of peak-time hours
 - c. Rides extending beyond 25 miles one-way.
- b. *School Bus Aides*
 - i. The rate for School Bus Aides provided by CONTRACTOR will be \$25.00 per hour per aide.
- c. *Annual Rate Changes*
 - i. The District would be open to a conversation about price adjustments on an annual basis should measurable cost factors (specific to the contracted routes) change year over year for the contractor. Pricing adjustments for year two (2) can NOT exceed two percent (2%) [increase OR decrease] of the prior year pricing and can NOT exceed three percent (3%) [increase or decrease] for option years three (3) and four (4). Any requests for change must be submitted in writing to the District no later than June 1st of the calendar year for consideration and must be approved by the District school board and Finance and Facilities Committee.
 - ii. The District will also consider an adjustment in the contract rate for the second year based on an increase or decrease in fuel costs. Said increase or decrease is to exceed five percent (5%) before any adjustment can be considered. The base date to be used in the calculation of any said adjustment shall be Aug 1st of the calendar year. For year one, this would be August 1st, 2018. The increase or decrease shall become effective during the month in which the fluctuation exceeds five percent (5%). It shall be the obligation of the party seeking adjustment to supply the necessary supporting data.
- d. *Fuel Clause*
 - i. There will be no fuel surcharge added to the route rates described above. In the event of an extreme changes to the market fuel prices will CONTRACTOR and ISD #273 come to a mutually negotiated surcharge.

IV. Agreed Upon Specifications

a. *Vehicles*

- i. ISD #273 will approve fleet schedule
 1. No vehicle over ten years old shall be used for this service unless approved by ISD #273. All vehicles must be regularly maintained and in good operating condition, including washing at least once each week. All vehicles must meet with applicable state and federal standards. Safety specifications for school bus transportation must be met.
- ii. The CONTRACTOR agrees that sufficient extra buses shall be provided and available in order to meet normal and emergency breakdowns, accommodate shuttles, field and athletic trips, mechanical failures, emergency situations and any supplementary services that may be required by ISD #273. All spare/activity buses shall be equipped and maintained in the same manner as regular route buses.
- iii. CONTRACTOR shall furnish any special equipment and/or apparatus which may be necessary to transport any assigned students in a safe and comfortable manner. Said equipment and/or apparatus may include shoulder straps, special supports, seat belts, equipment for wheelchairs, etc. Said equipment and/or apparatus for early childhood special education students may also include car seats, booster seats, and starseats.
- iv. In view of the number of schools to be serviced and their varied locations, CONTRACTOR must provide an adequate number of vehicles for the exclusive use of ISD #273 during the regular morning pick-up time before school and the regular afternoon drop-off time after school. ~~In addition, standby vehicles and trained drivers knowledgeable of routes and location of student's homes must be available for students who are both ambulatory and use wheelchairs at any time of the day to any metro area location. New location requests should be implemented within 48 hours.~~
- v. Vehicles for transportation during the summer must be air-conditioned.
- vi. The vehicles used for transporting pupils shall meet all the requirements of the Minnesota State Patrol and the laws of the State of Minnesota at all times. Said vehicles or buses shall be subject to inspection at all times, as to the condition of the buses and overloading, by school officials of ISD #273, law enforcement agencies, or any person designated by the Board of Education to inspect same. Any vehicle not meeting these requirements shall be immobilized until the requirements have been met.
 1. The CONTRACTOR shall notify ISD #273 of all scheduled inspections of vehicles by the Minnesota State Patrol. Upon inspection of vehicles, the CONTRACTOR shall forward a copy of each "Driver/vehicle examination report" for any vehicle that fails inspection to ISD #273 by the second (2) working day. Any vehicle failing to pass a State of Minnesota Motor Vehicle inspection shall not be used by the CONTRACTOR until such time said vehicle has been repaired or replaced and re-inspected for approved service.
- vii. All buses shall be maintained in excellent mechanical condition to provide consistently safe transportation.
 1. The CONTRACTOR shall furnish to ISD #273 any and all maintenance records of its buses for inspection at any time. ISD #273 shall have the right to inspect any of the buses at any time and may require the removal of any bus from service that does not meet the performance standards of ISD #273.
- viii. All buses must be pre-trip checked daily. All mechanical problems must be reported to the appropriate personnel. Any bus that may be unsafe to drive must be placed out of commission until such issues/problems are repaired and the bus is determined safe for travel.
- ix. CONTRACTOR will equip all buses with GPS equipment at their own expense.
 1. Monitoring computer(s) will be required in CONTRACTOR's office.
 2. ISD #273 will also have access to data.
- x. All buses will be equipped with digital camera systems provided by the CONTRACTOR. The CONTRACTOR is responsible for all costs associated with installation, maintenance, reviewing and managing requests from ISD #273 personnel as it relates to the digital camera system. All buses shall have a camera for the purpose of recording while the buses are operational. The video must show accurate date and time. At no time will a bus operate with students on board without a digital camera system.
 1. Camera system requires a minimum of 1CQ series mobile IR camera
 - a. Preferred manufacturer is SEON, model Trooper #TR4 channel DVR system
 2. It is ISD #273's preference that the CONTRACTOR only allow designated staff to disarm/disconnect/power off any and all parts of the digital camera system.
- xi. All buses must be equipped with a child check electronic alarm system in the rear of the bus. The alarm should sound when the bus is stopped, and the engine turned off. The driver walks to the rear of the bus to silence the alarm. If the driver fails to silence the alarm, then the horn will begin to sound to alarm the personnel in the office. This tool will assist in ensuring that each driver will properly check the vehicle at the end of their route and further ensure that no child is left unattended. Immediately after the last student gets off the bus at the end of any trip, whether it be unloading students at school, dropping off the last student in the afternoon, unloading students on a field trip, activity trip, etc., the driver shall walk to the back of the bus, check for students and any items remaining on the bus. CONTRACTOR will describe in their response all methods they use for child check.
- xii. All vehicles operating under this Contract shall be equipped with an immediate means of communication to the CONTRACTOR's office or base of operations by a two-way radio network system. The wattage power of the base

station and the mobile radio units shall be sufficient with 95% operability a distance ten (10) miles beyond the farthest boundary of the school ISD #273 location from the transmitting tower. Due to the elevation changes within ISD #273, remote repeaters may be necessary.

b. *Contractor Personnel*

- i. All drivers shall conduct themselves in a professional manner, maintaining a good physical appearance, and demonstrating both character and conduct which are exemplary for the students. Should a driver fail to maintain these standards
 1. ISD #273 reserves the right to request replacement of the driver or such additional training as is necessary to elevate the driver's performance to an acceptable standard.
- ii. All drivers shall drive in a careful and prudent manner, exercising at all time the highest degree of care, and observing and complying with all rules of the road and traffic regulations.
- iii. CONTRACTOR should assign drivers carefully based on ability, reliability, integrity, general fitness, compassion, and understanding for students, as well as the driver's accident record. CONTRACTOR shall insure that all drivers meet the following standards:
 1. Have a good driving record
 2. Not have any type of conviction related to manufacturing and/or distribution of a controlled substance
 3. No felony drug conviction
 4. No misdemeanor drug convictions related to personal use and/or possession if the conviction is less than 5 years old
 5. ~~No-felony-within-the-past-5-years~~
 6. No felony that is related to violence
 7. No individual with a felony who is still on active supervision or on parole
 8. Possess good mental and physical health, as shown by approved health certificates
 9. Exhibit conduct that will be a positive influence on students
 10. Meet all standards specified in the Minnesota State Transportation Laws and Regulations.
 11. Have been trained in defensive-driving techniques
 12. Trained in basic first aid, cardiopulmonary resuscitation techniques and be knowledgeable of Hennepin County Child Protection Guidelines.
- iv. CONTRACTOR employees shall not smoke, permit students to smoke, or play the radio loudly while students are being transported. No personal stops or deviations in the route are permitted unless for emergency purposes. All emergency personal stops or otherwise must be reported to the ISD #273 Transportation Director within two hours of the occurrence.
- v. CONTRACTOR shall employ the same driver for the pick-up and drop-off routes and shall maintain the same driver on specific routes during the contract whenever possible.
 1. Any changes of a permanent nature must be reported to the Director of Special Education.
- vi. Spare/sub drivers shall be employed and shall be scheduled to work each scheduled school day to ensure that no bus fails to operate on schedule as a result of driver absences. Monthly compliance reports will be provided to ISD #273 by the CONTRACTOR by the end of the first full week of the month specifying filled positions (with employee names) and open positions as of the first day of the month.
- vii. Substitute drivers shall be trained in advance of being needed to drive a specific route so as to assure students arrive at their destination on time. Training must include familiarity with all of the CONTRACTOR's routes in the Edina School District.
 1. When reasonable, CONTRACTOR is responsible to inform parents/guardians by telephone or written note when a new permanent driver is employed prior to a route.
- viii. Bus drivers shall be responsible for the maintenance of discipline on buses. Serious and/or continuous disciplinary problems shall be reported to the principal of the school in which the student is enrolled. ISD #273 may discontinue the right of service for any student for any period of time. Under no circumstances shall transportation be denied to any passenger if such transportation is requested by the ISD #273. CONTRACTOR will follow ISD #273's guidelines regarding disciplinary procedures.
- ix. ISD #273 reserves the right to request removal of any employee of the CONTRACTOR under this contract and any driver of questionable habit, skill or character shall be replaced when requested by ISD #273.

c. *Routing, Data, and Communication*

- i. Routes shall be developed in a manner designed to afford the most efficient but expeditious service to the students of ISD #273.
 1. Students with a disability bus rides should NOT exceed forty-five (45) minutes one-way unless approved by ISD #273.
 2. Early childhood special education student bus rides should NOT exceed thirty-five (35) minutes one-way unless approved by ISD #273
- ii. CONTRACTOR to be provided all applicable routing needs data ("First Right") by ISD #273 in August and December of calendar year to make routing recommendations.
 1. All routes and schedules must be approved by ISD #273. ISD #273 reserves the right to revise routes or schedules at any time during the school year.

- iii. Seven days prior to the first day of each school year under this contract, the CONTRACTOR shall provide Edina Public Schools with the following information on all vehicles used to transport ISD #273 students:
 - 1. Make, model year and VIN number of each vehicle
 - 2. State license number and safety inspection sticker number
 - 3. Capacity of vehicle
 - 4. Specialized equipment on vehicle
 - 5. Ownership of vehicle
 - 6. Current odometer reading
 - 7. Vehicle maintenance history and past safety inspections shall be available to ISD #273 upon request.
- iv. During the school year, ISD #273 will provide CONTRACTOR the information for all new riders/routes required by ISD #273 ("First Right").
 - 1. During the hours for 08:00-18:00, CONTRACTOR has two (2) hours to accept or deny rider or request additional time to evaluate capabilities.
 - a. All routes and schedules must be approved by ISD #273. ISD #273 reserves the right to revise routes or schedules at any time during the school year.
- v. Pick-up and drop-off locations of each student are designated only by the Director of Special Education.
 - 1. Any changes must be approved prior by the Director of Special Education.
- vi. All data pertaining to the Edina School ISD #273 such as mileage and headcount reports, routing information, etc., shall be the property of ISD #273.
- vii. ISD #273 retains right to audit routes for efficiency (cost and operational). Any recommended changes will be reviewed directly with CONTRACTOR. CONTRACTOR reserves right to deny recommendations with supporting data to support current route structure.
- viii. CONTRACTOR will notify the Director of Special Education when a student has not ridden on the vehicle for five (5) consecutive days.
- ix. ISD #273 will provide all pertinent rider data to CONTRACTOR to assure knowledge for safe transport.

d. *Route/Transportation Operations*

- i. CONTRACTOR must notify parents of time of pick-up and drop-off at least five days in advance of the beginning of school year.
- ii. Students of other districts may not be transported concurrently with the students of ISD #273 without approval of the Director of Special Education. It shall be the responsibility of the CONTRACTOR to develop the routes utilizing information, which is available or provided by ISD #273. In the event of any controversy as to the efficacy of a specific route, ISD #273 will have the final decision on any modification. Pick-up or drop-off time shall not vary more than 10 minutes from the schedule given to the parent.
- iii. All students be boarded as close as possible to their residence from public roadway and/or parking lot.
 - 1. Release of the student is to be accomplished in the same fashion.
- iv. Unauthorized persons shall not be allowed to ride with students who are being transported.
 - 1. Unauthorized persons are defined as siblings, parents, teachers, and students of other districts.
- v. Students shall not be scheduled to transfer from one vehicle to another, except with the specific approval of ISD #273.
- vi. In the event that a student needs to be physically assisted or lifted into and/or out of safety restraint systems of the vehicle, it is the responsibility of the driver or aide when reasonably possible.
- vii. CONTRACTOR will require bus aides to pass a 'fit for duty' physical assessment
 - 1. Guidelines for 'fit for duty' requirements will be provided to ISD #273.
- viii. In-service training should be provided by the CONTRACTOR relating to the needs of the students with disabilities being transported.
 - 1. ISD #273 will provide in-service on students as requested.
- ix. The CONTRACTOR shall have at least one employee remaining in the office for the purpose of answering the telephone and maintaining radio contact with the drivers. The dispatcher shall be knowledgeable of when all vehicles have departed from the garage and be available via a district telephone hotline.
 - 1. Calls must be answered between the hours of 06:30-18:00.
 - a. Unanswered calls shall be returned to ISD #273 in ten (10) minutes or less.
 - b. CONTRACTOR to provide additional contact ("emergency") contacts for hours when dispatch is not in-office.
- x. Timeliness is essential for any school bus operation.
 - 1. Parents must be notified if the vehicle will be more than 15 minutes late when reasonable to do so. If a vehicle is late to school three days consecutively, the Director of Special Education must be notified by the CONTRACTOR.
- xi. When it is the judgment of the Director of Special Education or the CONTRACTOR's manager that the general discipline of the students on the bus/van is not satisfactory, the CONTRACTOR shall be obligated to add an aide to assist the driver.
- xii. It shall NOT be the responsibility of the CONTRACTOR to transport students who, for one reason or another, are excused early or are not able to abide by their regular schedule.
- xiii. The CONTRACTOR shall provide the transportation herein designated each school day of the school year as established by ISD #273. School closings for inclement weather shall be determined by ISD #273. The CONTRACTOR will be prepared for late starts due to inclement weather.

- 1. Cancellations
 - a. There shall be no charge by the CONTRACTOR for transportation which is terminated due to school closing or other reasons so long as ISD #273 has alerted the busing company by 05:00 of that day. It shall not be the responsibility of the CONTRACTOR to transport students who, for one reason or another, are excused early or are not able to abide by their regular schedule.
 - b. Cancellations made after 05:00 but before 09:00 will result in charge of fifty percent (50%) of rate for any route initiated.
- xiv. Accidents
 - 1. The CONTRACTOR shall submit an immediate verbal report of any accident to the Director of Special Education, Director of Transportation AND the Principal of the school or schools serviced by any bus that is involved in an accident, or an accident involving injury to any person within 15 minutes after the accident has occurred.
 - a. A detailed written report of any accident involving the transportation of Edina Public Schools students under this contract shall be submitted within twenty-four (24) hours of the accident. A copy of the police report shall be submitted within seventy-two (72) hours after the accident. The CONTRACTOR shall also submit to Edina Public Schools Transportation office a report on any accident involving a school vehicle, with the absence of children in transport while in the performance of this contract within 24 hours of the accident.

e. Insurance

- i. CONTRACTOR shall, at its expense, procure and keep in force during the entire term of this Agreement, public liability and property damage liability insurance protecting ISD #273, its board, officers, employees and agents, and CONTRACTOR, its drivers and other personnel.

Required MINIMUM insurance levels

Coverage Description	Minimum Coverage
Bodily Injury and Liability	\$1,000,000.00 per individual
Property Damage Liability	\$1,000,000.00 per accident
Medical Payments	\$5,000.00 per person
Uninsured Motorist Coverage	\$10,000.00/\$20,000.00
Excess Liability Coverage	\$5,000,000.00

- ii. CONTRACTOR agrees to provide ISD #273 a certificate of insurance evidencing such coverage and designating ISD #273 as an additional insured. All insurance policies shall provide that no coverage shall be cancelled except by thirty (30) days written notice to CONTRACTOR and ISD #273. CONTRACTOR shall provide ISD #273 with evidence of Workers' Compensation coverage in the amount required by law.
- iii. The aforementioned policy shall be endorsed to reflect that neither the insurance company nor the CONTRACTOR will assert whatever governmental immunity ISD #273 may have as a defense against any claims or litigation arising out of the performance of this contract.

f. Invoicing

- i. CONTRACTOR will invoice ISD #273 within ten (10) days after the end of each month for services rendered the prior month. Invoices should breakdown charges as detailed:
 - 1. The identity of the school services provided to
 - 2. # of Days in Month that Services provided
 - 3. Route Number
 - 4. Route Description
 - 5. Contract Rate and Extended
 - 6. Date, Description, and Rationale of any non-standard charges
- ii. Payments will be according to Minnesota Statute 471.425, currently providing for payment within 35 days after receipt of the merchandise or the invoice, whichever comes latest.
- iii. ISD #273 agrees to pilot invoicing model in which rider changes (adds/drops) are addressed twice per month
 - 1. Permanent implementation of this invoicing model must be approved by both CONTRACTOR and ISD #273.

V. Terms and Conditions

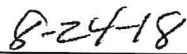
- a. CONTRACTOR must maintain eligibility and compliance with Federal and State laws, regulations, and rules.
- b. ISD #273 makes no guarantee or any assurance to the CONTRACTOR of the number of students or routes requiring services provided by the CONTRACTOR.

- c. CONTRACTOR will agree to hold ISD #273 harmless from any claim arising out of his/her conduct in the performance of the contract.
- d. Failure on the part of the CONTRACTOR to fully comply with any of the above specifications will be noted by the Director of Special Education and an adjustment to the monthly billing.
- e. The books, records, documents, and accounting procedures of the CONTRACTOR relevant to this agreement shall be subject to examination by the contraction department and either the legislative auditor or state auditor.
- f. The CONTRACTOR shall make and furnish such reports as may be required or requested by ISD #273 or by the Minnesota Department of Education.
- g. If through any cause, the CONTRACTOR shall fail to fulfill in a timely and proper manner its obligation under this Agreement, or if the CONTRACTOR violates any of the covenants, agreements, or stipulations of this Agreement, ISD #273 shall thereupon have the right to immediate termination of this Agreement for cause by giving written notice of the cause to the CONTRACTOR at least thirty (30) days prior to the effective termination date. In that event, the CONTRACTOR shall be entitled to receive just and equitable compensation for any services satisfactorily completed prior to termination. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to ISD #273 for damages sustained by ISD #273 by virtue of any breach of this Agreement by the CONTRACTOR, and ISD #273 may withhold any payments to the CONTRACTOR until such time as the exact amount of damage due to ISD #273 from the CONTRACTOR is determined.
- h. Damages
 - i. ISD #273 reserves the right to assess damages to assure compliance with specifications.
 - 1. Any/all damages will be paid on a monthly basis to ISD #273

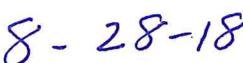
Deficiency	Liquidated Damage per deficiency
Any call missed that is not returned within ten (10) minutes	\$200.00
Any bus arriving 1-10 minutes after school start time, dismissal time or after the designated departure time	\$50.00
Any bus arriving 11-20 minutes after school start time, dismissal time or after the designated departure time	\$75.00
Any bus arriving 20 minutes after school start time, dismissal time or after the designated departure time	\$150.00
Illegal use of equipment (un-inspected equipment, unlicensed driver, uninsured equipment)	\$5,000.00
Unattended child left on bus	\$5,000.00
Missed route - Route not run or combined ("doubled-up") with another route	\$1,000.00
Unreported accident with students on bus	\$1,000.00
Running out of fuel while on route	\$500.00
Inability to provide video within 1 business day of each request	\$500.00
Driver operating without the use of a seat belt	\$500.00
Inoperable radio on bus (Damaged prior to dispatch or turned off by driver)	\$500.00
Intentional operation of an overloaded bus (overload calculated by district measures above)	\$500.00
Unauthorized deviations from route	\$500.00
Unauthorized stop	\$500.00
Intentional operation of vehicle with inoperable video recording system	\$500.00
Timely data exchange (routes, stops)	\$250.00

VI. Authorized Signatures


 Executive Director of Business Services
 ISD #273 - Edina Public Schools


 Date


 CONTRACTOR, Adam Services, Inc.
 Ann T. Casey - Owner/Operator


 Date

Student Transportation Agreement

This agreement made and entered this day, August 24th, 2018 by and between ISD #273 Edina Public Schools, of Hennepin County, Minnesota, hereinafter referred to as "ISD #273" and St. Louis Park Transportation, Inc. of St. Louis Park, Minnesota 55426 hereinafter referred to as "CONTRACTOR".

The agreement is for Student Transportation for students living outside of district boundaries.

I. The following is agreed upon by CONTRACTOR and ISD #273:

The CONTRACTOR shall provide transportation to and from school for all students enrolled in Kindergarten through grade 12 who request transportation in the attendance area in which they reside. This shall include but not be limited to, transportation to and from school and supplemental transportation.

II. Agreement Terms

- a. It is mutually agreed that the term of this contract shall apply to the following school years (defined as regular school year and summer school sessions):
 - i. 2018-2019 and 2019-2020
- b. ISD #273 holds the option to extend this agreement up to two additional one-year extension options for school years (defined as regular school year and summer school sessions):
 - i. 2020-2021
 - ii. 2021-2022

III. Compensation

a. *Route Rates*

Route Description	Rate
Single Tier AM/PM route taking up to 4 hours total a day	\$305.05
Two Tier AM/PM route taking up to 6 hours total a day	\$329.53
Single Tier AM/PM route paired with a 1 Tier AM or PM route up to 5 hours a day	\$317.74
Single Tier AM/PM route taking up to 4 hours a day with special situation (early afternoon staging)	\$314.20
Single Tier AM or PM route taking up to 2 hours a day	\$288.53
Second Run EHS Late Start or Second Run EHS Early Release per additional bus run	\$314.20
Each Sports Activity bus a day	\$231.75
Regular Route Van Rates	\$270.67
Single Tier AM/PM Van route taking up to 4 hours a day	\$270.67
Single Tier AM or PM Van route taking up to 2 hours a day	\$252.04

b. *Annual Rate Changes*

- i. The District would be open to a conversation about price adjustments on an annual basis should measurable cost factors (specific to the contracted routes) change year over year for the contractor. Pricing adjustments can NOT exceed three percent (3%) [increase OR decrease] of the prior year pricing. Any requests for change must be submitted in writing to the District no later than June 1st of the calendar year for consideration and must be approved by the District school board and Finance and Facilities Committee.
- ii. The District will also consider an adjustment in the contract rate for the second year based on an increase or decrease in fuel costs. Said increase or decrease is to exceed five percent (5%) before any adjustment be considered. The base date to be used in the calculation of any said adjustment shall be Aug 1st of the calendar year. For year one, this would be August 1st, 2018. The increase or decrease shall become effective during the month in which the fluctuation exceeds five percent (5%). It shall be the obligation of the party seeking adjustment to supply the necessary supporting data.

c. *Fuel Clause*

- i. There will be no fuel surcharge added to the route rates described above. In the event of extreme changes to the market fuel prices will CONTRACTOR and ISD #273 come to a mutually negotiated surcharge.

IV. Agreed Upon Specifications

a. *Vehicles*

- i. The vehicles used for transporting pupils shall meet all the requirements of the Minnesota State Patrol and the laws of the State of Minnesota at all times. Said vehicles or buses shall be subject to inspection at all times, as to the condition of the buses and overloading, by school officials of ISD #273, law enforcement agencies, or any person designated by the Board of Education to inspect same. Any vehicle not meeting these requirements shall be immobilized until the requirements have been met.
- ii. All buses shall be maintained in excellent mechanical condition to provide consistently safe transportation.
 1. The CONTRACTOR shall furnish to ISD #273 any-and-all maintenance records of its buses for inspection at any time. ISD #273 shall have the right to inspect any of the buses at any time and may require the removal of any bus from service that does not meet the performance standards of ISD #273.
 2. The CONTRACTOR shall notify ISD #273 of all scheduled inspections of vehicles by the Minnesota State Patrol. Upon inspection of vehicles, the CONTRACTOR shall forward a copy of each "Driver/vehicle examination report" for any vehicle that fails inspection to ISD #273 by the second (2) working day. Any vehicle failing to pass a State of Minnesota Motor Vehicle inspection shall not be used by the CONTRACTOR until such time said vehicle has been repaired or replaced and re-inspected for approved service.
- iii. All vehicles utilized for ISD #273 shall feature "EDINA PUBLIC SCHOOLS" signage on the right and left sides of the bus unless otherwise approved by ISD #273's Director of Transportation.
- iv. The CONTRACTOR agrees that sufficient extra buses shall be provided and available in order to meet normal and emergency breakdowns, accommodate shuttles, field and athletic trips, mechanical failures, emergency situations and any supplementary services that may be required by ISD #273. All spare/activity buses shall be equipped and maintained in the same manner as regular route buses.
- v. All buses must be pre-trip checked daily. All mechanical problems must be reported to the appropriate personnel. Any bus that may be unsafe to drive must be placed out of commission until such issues/problems are repaired and the bus is determined safe for travel.
- vi. All buses will be equipped with digital camera systems provided by the CONTRACTOR. The CONTRACTOR is responsible for all costs associated with installation, maintenance, reviewing and managing requests from ISD #273 personnel as it relates to the digital camera system. All buses shall have a minimum of two (2) cameras for the purpose of recording while the buses are operational. The video must show accurate date and time. At no time will a bus operate with students on board without a digital camera system.
 1. It is ISD #273's preference that the CONTRACTOR only allow designated staff to disarm/disconnect/power off any and all parts of the digital camera system.
- vii. All buses must be equipped with a child check electronic alarm system in the rear of the bus. The alarm should sound when the bus is stopped, and the engine turned off. The driver walks to the rear of the bus to silence the alarm. If the driver fails to silence the alarm, then the horn will begin to sound to alarm the personnel in the office. This tool will assist in ensuring that each driver will properly check the vehicle at the end of their route and further ensure that no child is left unattended. Immediately after the last student gets off the bus at the end of any trip, whether it be unloading students at school, dropping off the last student in the afternoon, unloading students on a field trip, activity trip, etc., the driver shall walk to the back of the bus, check for students and any items remaining on the bus. CONTRACTOR will describe in their response all methods they use for child check.
- viii. All vehicles operating under this Contract shall be equipped with an immediate means of communication to the CONTRACTOR's office or base of operations by a two-way radio network system. The wattage power of the base station and the mobile radio units shall be sufficient with 95% operability a distance ten (10) miles beyond the farthest boundary of the school ISD #273 location from the transmitting tower. Due to the elevation changes within ISD #273, remote repeaters may be necessary.

b. *Contractor Personnel*

- i. Buses shall always be operated by trained, qualified, legal drivers. The CONTRACTOR shall insure that all drivers meet the following standards:
 1. Have a good driving record
 2. Not have any type of conviction related to manufacturing and/or distribution of a controlled substance
 3. No felony drug conviction
 4. No misdemeanor drug convictions related to personal use and/or possession if the conviction is less than 5 years old
 5. No felony within the past 5 years
 6. No felony that is related to violence
 7. No-one with a felony who is still on active supervision or on parole
 8. Possess good mental and physical health, as shown by approved health certificates
 9. Exhibit conduct that will be a positive influence on students
 10. Meet all standards specified in the Minnesota State Transportation Laws and Regulations.

- ii. CONTRACTOR employees (drivers) shall not smoke, permit students to smoke, or play the radio loudly while students are being transported. No personal stops or deviations in the route are permitted unless for emergency purposes. All emergency personal stops or otherwise must be reported to the ISD #273 Transportation Director within two hours of the occurrence.
- iii. CONTRACTOR shall employ the same driver to a specific route whenever possible. All drivers shall drive in a careful and prudent manner, exercising at all time the highest degree of care, and observing and complying with all rules of the road and traffic regulations. Monthly compliance reports will be provided to ISD #273 by the CONTRACTOR by the end of the first full week of the month specifying filled positions (with employee names) and open positions as of the first day of the month.
- iv. The CONTRACTOR shall insure that all drivers have received comprehensive and thorough training, including actual bus driving experience, prior to transporting students. Regular training sessions for all drivers shall be conducted in the areas of safety, discipline on the bus, and emergency procedures.
- v. Bus drivers shall be responsible for the maintenance of discipline on buses. Serious and/or continuous disciplinary problems shall be reported to the principal of the school in which the student is enrolled. ISD #273 may discontinue the right of service for any student for any period of time. Under no circumstances shall transportation be denied to any passenger if such transportation is requested by the ISD #273. CONTRACTOR will follow ISD #273's guidelines regarding disciplinary procedures.
- vi. Spare/sub drivers shall be employed and shall be scheduled to work each scheduled school day to ensure that no bus fails to operate on schedule as a result of driver absences. Monthly compliance reports will be provided to ISD #273 by the CONTRACTOR by the end of the first full week of the month specifying filled positions (with employee names) and open positions as of the first day of the month.
- vii. The CONTRACTOR shall supply trained bus monitors when requested by ISD #273 to be available for the morning and afternoon runs. Bus monitors shall be trained to perform the following duties:
 - 1. Help maintain order loading and unloading students at school.
 - 2. Work with the bus driver as a team to maintain discipline and ensure a safe environment on the bus; record and report all inappropriate behavior, injuries, accidents, and incidents involving students.
 - 3. Sit at the back of the bus or behind all students on the bus.
 - 4. Be familiar with transportation policies and procedures.
- viii. The Manager and Dispatcher are not to be used as spare drivers except in an extreme emergency case, as approved by ISD #273. The CONTRACTOR shall have at least one employee remaining in the office for the purpose of answering the telephone and maintaining radio contact with the drivers. The dispatcher shall be available via a district telephone hotline. Calls must be answered between the hours of 6:30 AM – 6:00 PM.
 - 1. Unanswered calls shall be returned to ISD #273 in ten (10) minutes or less.
 - 2. CONTRACTOR to provide additional contact ("emergency") contacts for hours when dispatch is not in-office.
- ix. ISD #273 reserves the right to request removal of any employee of the CONTRACTOR under this contract and any driver of questionable habit, skill or character shall be replaced when requested by ISD #273.

c. *Routing, Data, Internal Communication*

- i. The CONTRACTOR shall furnish ISD #273 printed itineraries of all approved routes before transporting students prior to the beginning of each school year. The CONTRACTOR and the Director of Transportation shall make any necessary changes to the bus routes in order to accommodate the needs of ISD #273. Any route operated without a current route itinerary on file with ISD #273 may be subject to non-payment.
 - 1. The CONTRACTOR shall have written approval of the Director of Transportation prior to adding a bus once the initial routing has determined the number of buses required to transport eligible students.
- ii. All data pertaining to the Edina School ISD #273 such as mileage and headcount reports, routing information, etc., shall be the property of ISD #273.
- iii. The CONTRACTOR must obtain prior approval from ISD #273 for any changes in regular transportation to student pick-up times, locations or routes.
- iv. All routes and schedules must be approved by ISD #273. ISD #273 reserves the right to revise routes or schedules at any time during the school year.
- v. The Director of Transportation is recognized as the duly appointed agent of ISD #273 in coordinating routes and schedules and in dealing with the CONTRACTOR on behalf of ISD #273 for purposes of this Contract.
- vi. CONTRACTOR's route driver shall conduct a practice runs of all A.M. and P.M. routes prior to the first day of school. Any new driver after the first day of school shall conduct a practice runs of the A.M. and P.M. routes prior to transporting students on the route. The CONTRACTOR shall not be compensated for the practice runs.
- vii. ISD #273 retains right to audit routes for efficiency (cost and operational). Any recommended changes will be reviewed directly with CONTRACTOR. CONTRACTOR reserves right to deny recommendations with supporting data to support current route structure.

d. *Route operations*

- i. The CONTRACTOR shall furnish each driver with a printed route itinerary that indicates all pick-up locations, times, directions between pick-ups and school destinations, as well as student names at each designated pick-up point within a time frame mutually agreed upon between ISD #273 and CONTRACTOR. A current route itinerary shall be on each bus while transporting students, as well as on file with ISD #273.

- ii. Whenever possible, the bus will stop for students at points which:
 - 1. Require no elementary age pupil to walk more 0.3 miles
 - a. Dead end streets or roads, or other unusual situations may result in an exception to this rule. The final decision is made by ISD #273
 - 2. Require no middle or high school age pupil to walk more 0.5 miles
 - iii. All students shall be provided with a seat on the bus. The number of students transported on any bus shall not exceed 90% the manufacturer's rated capacity for buses transporting elementary school students (K-5). The number of students transported on any bus shall not exceed 80% manufacturer's rated capacity for buses transporting students in grades 6-12. The number of students transported on any bus shall not exceed the State of Minnesota guidelines. In all cases, the number of students assigned to ride any bus must be acceptable to ISD #273.
 - iv. A sufficient number of vehicles shall be operated so as to necessitate no pupil being on the bus longer than 50 minutes in route to school or home from school. Exceptions to the 50-minute ride time can only be made with the approval of ISD #273. Students shall arrive at school no more than twenty (20) minutes prior to the official starting time for that school. The return trip shall begin not more than ten (10) minutes after the official dismissal time for that school. The starting and dismissal time for all schools shall be determined by ISD #273.
 - v. Timeliness is essential for any school bus operation.
 - 1. CONTRACTOR must notify ISD #273 and the affected school/site if the bus will be more than fifteen (15) minutes late. ISD #273 has established fifteen (15) minutes before school start time as the target arrival time for each route.
 - a. When reasonable, CONTRACTOR will contact parents of affected riders.
 - vi. The CONTRACTOR shall provide the transportation herein designated each school day of the school year as established by ISD #273. School closings for inclement weather shall be determined by ISD #273. The CONTRACTOR will be prepared for late starts due to inclement weather.
 - 1. Cancellations
 - a. There shall be no charge by the CONTRACTOR for transportation which is terminated due to school closing or other reasons so long as the district has alerted the busing company by 05:00 of that day. It shall not be the responsibility of the CONTRACTOR to transport students who, for one reason or another, are excused early or are not able to abide by their regular schedule.
 - i. Cancellations made after 05:00 but before 09:00 will result in charge of fifty percent (50%) of rate for any route initiated.
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 - 1. The CONTRACTOR agrees to notify both the Director of Transportation AND the Principal of the school or schools serviced by any bus that is involved in an accident, or an accident involving injury to any person. Notification shall be made within 15 minutes after the accident has occurred.
- e. Insurance
- i. CONTRACTOR shall, at its expense, procure and keep in force during the entire term of this Agreement, public liability and property damage liability insurance protecting ISD #273, its board, officers, employees and agents, and CONTRACTOR, its drivers and other personnel.

Required MINIMUM insurance levels

Coverage Description	Minimum Coverage
Bodily Injury and Liability	\$1,000,000.00 per individual
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Excess Liability Coverage	\$5,000,000.00

- ii. CONTRACTOR agrees to provide ISD #273 a certificate of insurance evidencing such coverage and designating ISD #273 as an additional insured. All insurance policies shall provide that no coverage shall be cancelled except by thirty (30) days written notice to CONTRACTOR and ISD #273. CONTRACTOR shall provide ISD #273 with evidence of Workers' Compensation coverage in the amount required by law.
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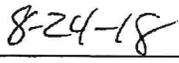
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- f. If through any cause, the CONTRACTOR shall fail to fulfill in a timely and proper manner its obligation under this Agreement, or if the CONTRACTOR violates any of the covenants, agreements, or stipulations of this Agreement, ISD #273 shall thereupon have the right to immediate termination of this Agreement for cause by giving written notice of the cause to the CONTRACTOR at least thirty (30) days prior to the effective termination date. In that event, the CONTRACTOR shall be entitled to receive just and equitable compensation for any services satisfactorily completed prior to termination. Notwithstanding the above, the CONTRACTOR shall not be relieved of liability to ISD #273 for damages sustained by ISD #273 by virtue of any breach of this Agreement by the CONTRACTOR, and ISD #273 may withhold any payments to the CONTRACTOR until such time as the exact amount of damage due to ISD #273 from the CONTRACTOR is determined.
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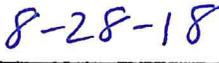
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Unauthorized deviations from route	\$500.00
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Intentional operation of vehicle with inoperable video recording system	\$500.00
Timely data exchange (routes, stops)	\$250.00

VI. Authorized Signatures


 Executive Director of Business Services
 ISD #273 - Edina Public Schools


 Date


 CONTRACTOR, Adam Services, Inc.
 Ann T. Casey - Owner/Operator


 Date



Board Meeting Date: 5/18/2020

TITLE: Lease Agreement with Children's Yamaha Music Schools

TYPE: Consent

PRESENTER(S): Val Burke, Director of Edina Community Education Services

BACKGROUND: The term of the lease is July 1, 2020 through December 31, 2020. The rent will total \$11,059.

RECOMMENDATION: Approve the leasing of premises on the 3rd floor of the Edina Community Center to the Children's Yamaha Music Schools, and authorize Board Chair to sign the lease agreement.

ATTACHMENTS:

1. Lease Agreement

BUILDING LEASE AGREEMENT

THIS LEASE AGREEMENT (“Lease”) is made as of the 5th day of May, 2020, by and between Independent School District No. 273, Edina Public Schools (“Landlord”) and Children’s Yamaha Music Schools of Minnesota, Inc., (“Tenant”).

WHEREAS, the Landlord owns the building located at 5701 Normandale Road, Edina, MN 55424;

WHEREAS, the Tenant seeks space to conduct its operations; and

WHEREAS, the parties desire to provide for the ongoing use of said building.

NOW THEREFORE, the parties agree to the following:

1. Leased Premises.

1.1 The Landlord hereby leases to the Tenant the space as shown in Exhibits A (building map) and B (parking map)(“Leased Premises”) in the building and its premises located at 5701 Normandale Road, Edina, MN 55424 (“Building”). The Leased Premises is approximately 1,910 square feet on the 3rd floor of the Building. This Lease also includes rights of access to the Leased Premises and shared use of the Common Areas, defined in Paragraph 5, in the Building. The Leased Premises includes all water, gas, sewer, compressed air, and electrical lines above the ceiling, or below the floor or in the basement that are serving only the Leased Premises and no other space in the Building.

1.2 The Tenant is taking the Leased Premises in “AS IS” condition and the Landlord is under no obligation to make any alterations, additions, improvements, or decoration in or to the Leased Premises, except as provided in the Lease.

2. Term.

2.1 The term of this Lease (“Term”) will be 6 months, beginning July 1, 2020, and termination on December 31, 2020.

3. Use.

3.1 The Tenant may use and occupy the Leased Premises solely for its operations described herein: organizational offices, including any and all activities that are reasonably related to these described operations. The Tenant will not use or permit the Premises to be used for any other purpose(s) without the prior written consent of the Landlord.

3.2 The Tenant must familiarize itself with and adhere to the Landlord’s policies, including but not limited to its policies on non-discrimination, prohibition of the use of tobacco products, prohibition of alcohol, prohibition of illicit drugs, firearms prohibition, recycling policy, equal opportunity policy, parking limitations, latex-free policy, and facilities use policy. The Tenant must educate its volunteers, employees, patients, guests or invitees on said policies. These policies are available on the Landlord’s website or upon the written request of the Tenant.



DEFINING EXCELLENCE

3.3 The Tenant agrees to be responsible for the costs of any repair and all damage caused by the Tenant's use of the Leased Premises.

3.4 The Landlord closes the Building and its premises, including the Leased Premises, on holidays. The Landlord will inform the Tenant of these holidays.

4. Rent.

4.1 The Tenant agrees to pay to the Landlord as rent for the Leased Premises for the Term hereof the annual base rent in the following amounts to be paid in equal monthly installments ("Monthly Base Rent") during each of the incorporated lease years: commencing July 1, 2020 and continuing through December 31st, 2020, the 6 month base rent is \$11,059. The Tenant will pay Monthly Base Rent equal to \$1,843.

4.2 The Monthly Base Rent is due and payable by the Tenant in advance on the first day of each calendar month during the Term of this Lease, or any extension or renewal thereof, at the office of Landlord at 5701 Normandale Road, Edina, Minnesota 55424, or at such other place as the Landlord may designate, with written notice of designation to the Tenant.

4.3 In the event of any fractional calendar month at the beginning or termination of the Term, the Tenant will pay for each day in such partial month a rental equal to 1/30 of the Monthly Base Rent. All Base Rent and all additional rent or other charges payable by the Tenant pursuant to the terms of this Lease that are not paid within five days after the amounts are due will bear interest from the date due at the rate of (18%) per annum or the highest rate permitted by law, whichever is lower.

5. Common Areas.

5.1 The Tenant agrees that the use of the Common Areas, including but not limited to all halls, passageways, elevators, restrooms, parking areas and landscaped areas in the Building or its premises ("Common Areas"), by the Tenant or the Tenant's volunteers, employees, patients, guests or invitees, are subject to the applicable policies, rules, and regulations as may from time to time be made by the Landlord for the safety, comfort and convenience of the owners, occupants, tenants and business invitees of the Building. Use of the roof of the Building is reserved exclusively for the Landlord. The Tenant agrees that no awnings or shades will be used upon the Leased Premises except such as may be approved by the Landlord and that the exterior appearance of all window coverings will conform to Building standard as established by the Landlord.

5.2 In addition to the Leased Premises, the Tenant has the right of non-exclusive use, in common with others, of (1) certain automobile parking areas (as identified in Exhibit B), so long as such areas are available for and designated by the Landlord for parking, driveways and footways, and (2) loading facilities, freight elevators and other facilities as may be constructed and designated, from time to time, by the Landlord. All usage is subject to the terms and conditions of this Lease and to reasonable rules and regulations including, but not limited to, rules and regulations with respect to employee parking for the use thereof as prescribed from time to time by the Landlord. The Landlord reserves the right to charge the Tenant and its volunteers, employees, patients, guests or invitees for use of reserved parking areas, to relocate such parking areas and to terminate the use of any portion of the Land for parking.

5.3 The Landlord will not be responsible for any loss, theft or damage to vehicles or contents thereof, parked or left in the parking areas of the Building.

5.4 The Tenant agrees not to use or permit its volunteers, employees, patients, guests or invitees to use the parking areas for overnight storage of automobiles or other vehicles.

5.5. The Tenant will give the Landlord notice within 48 hours of becoming aware of any defect in the Common Areas.

6. Utilities and Service.

6.1 The Landlord provides normal heating and air conditioning for the Leased Premises during the hours of 7:00 a.m. through 10:00 p.m. on Mondays through Fridays, and 8:00 a.m. through 3:00 p.m. on Saturdays and Sundays (“Normal Operating Hours”) as required for normal comfort and in accordance with Minnesota energy use guidelines (holidays excepted).

6.2 The Landlord provides electricity as necessary for normal office use.

6.3 The Tenant will not install any type of air conditioning equipment or units without the prior written consent of Landlord, which consent will be within Landlord's sole discretion.

6.4 The Landlord will provide hot and cold water for normal restroom use and for limited employee coffee/tea services installed in accordance with Landlord's rules and regulations from time to time established. Landlord shall provide normal janitorial service on Mondays through Fridays (holidays excepted).

6.5 The Landlord agrees to furnish, at its sole cost and expense, all lamps, bulbs, tubes, starters and ballasts in connection with the lighting of the Leased Premises.

6.6 No temporary interruption or failure of utility or other services incidental to the making of repairs, alterations or improvements or due to accidents or strike or conditions or events not under the Landlord's reasonable control will be deemed as an eviction of the Tenant or relieve the Tenant from any of its obligations hereunder.

6.7 If the Landlord reasonably determines that the use by the Tenant of any utility or other service in the Leased Premises is disproportionate to the use of other tenants, the Landlord may charge the Tenant its share for the cost thereof from a date reasonably determined by the Landlord to take equitable account of the disproportionate use.

6.8 Any use of the Building by the Tenant, its employees, agents, students, or invitees not within the Normal Operating Hours as set forth above, or as a result of any extracurricular activity sponsored by or associated with the Tenant, may result in additional rent and charges for the cost of such additional utilities and service required as described herein. In addition to the foregoing, these additional charges may include any cost incurred by the Landlord as a result of labor, security, or other precautions necessary by the Landlord to protect the Landlord's and other tenants' property prior to or during any of the foregoing uses by the Tenant. These additional rents will be in an amount as reasonably determined by the Landlord. These additional rents will be due and payable by the Tenant upon receipt from the Landlord of such amount and upon the same terms and conditions as Monthly Base Rent pursuant to Paragraph 4. The Tenant will contact the Landlord prior to any use outside of the Normal Operating Hours of use to establish the terms of such use.

7. Non-Liability of Landlord.

7.1 Except in the event of negligence of the Landlord, its agents, employees or contractors, the Landlord is not liable for any loss or damage resulting from or caused by any failure to furnish heat, electricity, water, gas, air conditioning or sprinkler system, nor for any other reason for any consequential damage arising from interruption of any utility or services, nor is the Landlord liable for personal injury, death or any damage from any cause about the Leased Premises or the Building.

8. Care of Premises.

8.1 The Tenant agrees to keep the Leased Premises in as good condition and repair as they were in at the time the Tenant took possession of same, reasonable wear and tear and damage from fire and other casualty for which insurance is procured excepted.

8.2 The Tenant agrees to keep the Leased Premises in a clean and sanitary condition.

8.3 The Tenant agrees not to commit any nuisance or waste on the Leased Premises, overload the structural elements of the Leased Premises or facilities, throw foreign substances in plumbing facilities, or waste any of the utilities furnished by the Landlord.

8.4 The Tenant agrees to adhere to the Landlord's policies, rules, and regulations, as promulgated and amended from time to time, including but not limited to its: non-discrimination, prohibition of the use of tobacco products, prohibition of alcohol, prohibition of illicit drugs, firearms prohibition, recycling policy, equal opportunity policy, parking limitations, latex-free policy, and facilities use policy. The Tenant must educate its volunteers, employees, patients, guests or invitees on said policies. These policies are available on the Landlord's website or upon the written request of the Tenant.

8.5 The Tenant agrees not to overload the electrical, water and/or plumbing facilities installed by the Landlord.

8.6 The Tenant agrees to provide the necessary security, including labor, necessary to protect the Landlord and other tenants' premises and property prior to and during any extracurricular activity either associated with or sponsored by the Tenant.

8.7 If the Tenant fails to keep and preserve the Leased Premises in the state of condition required by the provisions of this Lease, the Landlord may at its option put or cause the same to be put into the condition and state of repair agreed upon, and in such case the Tenant, on demand, will pay the Landlord the cost thereof plus 18% for Landlord's overhead.

9. Non-permitted Usage.

9.1 The Tenant agrees to use the Leased Premises and Common Areas only for those purposes set forth by the Lease.

9.2 The Tenant agrees to ensure that neither it nor any person whose presence on the Leased Premises or in the Common Areas is related to the Tenant's use of the Premises or Common Areas will commit or permit any act to be performed on the Premises or in Common Areas that (1) violates law; (2) violates the Landlord's policy; (3) may cause an increase in Landlord's insurance rates for the Building; and/or (4) is in violation of any provision of any Landlord's insurance policies for the Building.

9.3 In many cases possession of a firearm on school property, even by a person authorized by permit to carry such a firearm, is illegal. By signing this lease, the Tenant agrees to familiarize itself with the statutory restrictions on possession such a weapon on school property and enforcing those provisions.

9.4 The Tenant agrees to ensure that neither it nor any person whose present on the Leased Premises or in the Common Areas is related to Tenant's use of the Leased Premises or Common Areas disturbs other occupants of the Building or permits the occurrence of any act in the Building or commons areas that causes or threatens injury to persons or property.

10. Assignment.

10.1 The Tenant will not assign this Lease without the prior written consent of the Landlord, which consent is entirely in the Landlord's discretion. The prior written consent of the Landlord in one instance does not constitute a waiver of the Landlord's rights under this paragraph to any subsequent assignment, subletting, or licensing.

10.2 The Landlord's right to assign this Lease is unqualified. Upon any sale or transfer of the Landlord's interest in the Building and provided the purchaser assumes all obligations under this Lease, the Landlord will thereupon be entirely freed of all obligations of the Landlord hereunder and will not be subject to any liability resulting from any act or omission or event occurring after such conveyance.

11. Loss by Casualty.

11.1 If all or a part of the Leased Premises and/or the Building are damaged or destroyed by fire or other casualty, the Landlord has the right to terminate this Lease, provided, the Landlord gives written notice thereof to the Tenant within 180 days after such damage or destruction.

11.2 If the Lease is not terminated by the Landlord as provided, then the Landlord, will, at its own expense, restore the Leased Premises and the Building to as near the condition that existed immediately prior to such damage or destruction as is reasonably possible; provided, however, the Landlord is not responsible for the restoration, repair and replacement of the Tenant's fixtures, personal property, equipment or improvements made by the Tenant to the Leased Premises.

11.3 When the Leased Premises are tenantable, the Tenant will properly restore, repair or replace the Tenant's work and other improvements made by Tenant in order to restore the Leased Premises to their original condition immediately preceding the damage.

11.4 Whether or not the Landlord elects to restore the Leased Premises and/or the Building, the Tenant's Monthly Base Rent will abate during such period of time as the Leased Premises are untenable in the proportion that the untenable portion of the Leased Premises bears to the entire premises.

12. Right of Entry.

12.1 The Landlord, its employees, and its agents have the right, without any diminution of rent, additional rent or other charges payable hereunder by the Tenant, to enter the Leased Premises at all reasonable times and upon reasonable notice for the purpose of inspection, cleaning, repairing, altering or improving the same or the Building. Nothing contained in this paragraph will be construed so as to impose any obligation on the Landlord to make any repairs, alterations or improvements.

12.2 During the six month period prior to the end of the Term of this Lease, the Landlord has the right to show the Leased Premises to potential future lessees at reasonable times and upon reasonable notice. The Landlord also has the right to erect a suitable sign indicating that the Leased Premises is available for lease.

13. Alterations to Leased Premises.

13.1 Except as otherwise provided in the Lease, the Tenant will not make any alterations, repairs, additions or improvements in or to the Leased Premises without the prior written consent of the Landlord in each instance. The Tenant agrees to indemnify and save the Landlord free and harmless from any liability, loss, cost, damage or expense including reasonable attorney's fees incurred by reasons of any said alteration, repairs, additions or improvements.

13.2 The Landlord has the right to make changes or revisions to the premises so as to provide additional leasing area. The Landlord also has the right to (1) construct additional buildings on the premises, including all or a portion of the then existing parking areas, for purposes the Landlord may deem appropriate, (2) relocate the parking areas, and (3) enter the Leased Premises for the purpose of constructing and installing utility lines in the floor and above the ceiling of the Leased Premises.

14. Signage.

14.1 The Tenant agrees that no signage will be installed, erected, attached or affixed to any portion of the interior or exterior of the Leased Premises, Building, or its premises without the express prior written consent of Landlord.

15. Security Deposit and Interest.

15.1 The Tenant has deposited with the Landlord the sum of zero dollars and zero cents (\$0) as security for the faithful performance and observance by the Tenant of the terms of this Lease. If the Tenant defaults in any of the terms of this Lease, the Landlord may apply the whole or any part of the security deposit for the payment of any rent or additional rent or any other sum as to which the Tenant is in default, including but not limited to, any damages or deficiency in the reletting of the Leased Premises.

15.2 If any portion of the security deposit is so applied, the Tenant will, within 10 days after written demand therefore, deposit cash with the Landlord in an amount sufficient to restore the security deposit to its original amount. The Tenant's failure to do so results in a default under this Lease.

15.3 The Tenant grants to the Landlord, in the sole event that the Tenant becomes delinquent in the rent required to be paid by the Tenant, the chattels, fixtures and personal property belonging to Tenant, which now are or may hereafter be placed in the Leased Premise, to secure all rents due under the terms and conditions of this Lease. In the event there exists any security interest in this property that security interest is paramount and superior to the security interest herein created, the Landlord may satisfy said paramount security interest and all sums paid in satisfying said security interest will be considered additional sums owed to the Landlord by the Tenant hereunder.

15.4 The Landlord, in the event of a default by the Tenant of any covenant or condition herein contained, may exercise, in addition to any rights and remedies herein granted, all the rights and remedies of a secured party under the Uniform Commercial Code or any other applicable law.

16. Default, Non-Payment of Rent.

16.1 Any one or more of the following events is an Event of Default: (1) a payment of Monthly Base Rent or any other payment due from the Tenant to the Landlord remaining unpaid in whole or in part for more than five days after same is due and payable; (2) the Tenant violates or defaults on any of the other covenants, agreements, stipulations or conditions herein, and such violation or default continues for a period of 10 days after written notice from the Landlord of the violation or default; (3) the Tenant vacates or abandons the Leased Premises; or (4) the Tenant commences or has commenced proceedings under a bankruptcy, receivership, insolvency or similar type act.

16.2 If an Event of Default occurs, the Landlord may terminate this Lease, but without waiver of the rights thereafter and to re-enter the Leased Premises, with or without process of law, using such force as may be necessary to remove all persons or chattels therefrom. The Landlord is not be liable for damages by reason of any such re-entry. Notwithstanding re-entry by the Landlord, the Tenant is liable to Landlord for the Monthly Base Rent and all other sums provided for balance of the Term of this Lease. The Tenant will pay, in addition to the Monthly Base Rent and other sums agreed to be paid hereunder, such additional sums as a Court may adjudicate as reasonable attorney's fees in any suit or action instituted by the Landlord to enforce the provisions of this Lease, or the collection of the Monthly Base Rent or other sums due to Landlord hereunder.

16.3 The Landlord may relet all or any part of the Leased Premises for such portion of the remaining Term of this Lease and upon such terms and conditions as it deems reasonable. If the Landlord chooses to relet all or any part of the Leased Premises, the Landlord will deduct from the Tenant's obligations for Monthly Base Rent and other sums due the Landlord under this Lease, all rent received from a subsequent tenant, and the Tenant will pay monthly to Landlord any balance due in addition to the reasonable expenses which Landlord incurs relating to such reentry, reletting and necessary remodeling.

16.4 If an Event of Default occurs, the Landlord may at any time declare this Lease terminated and forfeited. The Tenant will pay to Landlord as damages for its breach of this Lease an amount equal to the balance due Landlord for the remaining Term of this Lease, less the reasonable rental value of the Leased Premises during such remaining term. The Tenant shall also be liable to the Landlord for the payment of interest on all rentals and other sums due the Landlord hereunder that are not paid within five days from the date same become due and payable. The amount of interest owed to Landlord is calculated at the highest permissible rate of interest allowed under the usury statutes of the State or at the rate of 18 percent per annum, whichever is less. For the purposes of this paragraph, interest is calculated beginning on the date rentals and other sums become due.

17. Surrender.

17.1 On the last day of the Term of this Lease or on the sooner termination thereof in accordance with the term hereof, the Tenant will peaceably surrender the Leased Premises in good condition and repair consistent with the Tenant's duty to make repairs as provided in this Lease. On or before said last day, the Tenant, at its expense, will remove all of its equipment from the Leased Premises, repairing any damage caused thereby.

17.2 Any property not removed by the Tenant on or before said last day is considered abandoned property. All alterations, additions and fixtures other than the Tenant's equipment, which have been made or installed by either the Landlord or the Tenant upon the Leased Premises will remain as the Landlord's property and be surrendered with the Leased Premises as a part thereof, or will be removed by the Tenant,



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at the option of the Landlord, in which event the Tenant will at its expense repair any damage caused thereby.

17.3 If the Leased Premises are not surrendered at the end of the Term or the sooner termination thereof, the Tenant will indemnify the Landlord against loss or liability resulting from delay by the Tenant in so surrendering the Leased Premises, including, but not limited to, claims made by any succeeding tenant founded on such delay.

17.4 The Tenant will promptly surrender all keys for the Leased Premises to the Landlord at the place then fixed for payment of rent and will inform the Landlord of combinations of any locks and safes on the Leased Premises.

18. Holding Over.

18.1 In the event the Tenant remains in possession of the Leased Premises after the expiration of the Term of this Lease and without the execution of a new lease, the Tenant is considered to be occupying the Leased Premises as a tenant from month-to-month only, subject to all the conditions, provisions and obligations of this Lease insofar as the same can be applicable to a month-to-month tenancy.

18.2 The Monthly Base Rent during this month-to-month tenancy is twice the amount immediately prior to the expiration of this Lease.

19. Subordination.

19.1 The Tenant agrees that this Lease is subordinate to any mortgages or trust deeds that are now or may hereafter be placed upon the Leased Premises and/or any part hereof of the Building and to any and all advances to be made thereunder, and to the interest thereon, and all renewals, replacements, and extensions thereof.

19.2 In confirmation of this subordination, the Tenant shall promptly execute and deliver any instrument reasonably requested by Landlord in recordable form, as required. In the event of any mortgagee or trustee electing to have the Lease a prior encumbrance to its mortgage or deed of trust, then and in such event upon such mortgagee or trustee notifying the Tenant to that effect, this Lease shall be deemed prior in encumbrance to the said mortgage or trust deed, irrespective of whether this Lease is dated prior to or subsequent to the date of said mortgage or trust deed.

20. Insurance and Indemnity.

20.1 The Tenant will keep in force at its own expense so long as this Lease remains in effect public liability insurance insuring the Leased Premises in companies and in form acceptable to Landlord with minimum limits of (1) \$1,000,000.00 on account of bodily injuries to or death of one person; (2) \$1,000,000.00 on account of bodily injuries to or death of more than one person as the result of any one accident or disaster; and (3) property damage insurance with minimum limits of \$1,000,000.00. Such insurance policy must name the Landlord as additional insured and must be primary insurance not subject to reduction by reason of other coverages.

20.2 The Tenant is responsible for insuring any leasehold improvements made by the Tenant in addition to all equipment, fixtures and personal property located or stored in the Lease Premises or



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Building by Tenant. Such insurance policy must name the Landlord as additional insured and must be primary insurance not subject to reduction by reason of other coverages.

20.3 Within 15 days of a Landlord written request, the Tenant will provide the Landlord the policy or policies of such insurance or certificates thereof, or other acceptable evidence, that such insurance is in effect. The Tenant must notify the Landlord in writing 30 days prior to cancellation of, material change in or failure to renew the insurance.

20.4 If the Tenant does not comply with its covenants made in Paragraph 20, the Landlord may, at its option, cause insurance as foresaid to be issued, and in such event the Tenant agrees to pay as additional rent the premium for such insurance promptly upon the Landlord's demand.

20.5 The Tenant agrees to indemnify, defend, and hold harmless the Landlord from and against any and all claims, actions, liability and damages of every kind and nature, and from against all costs and expenses, including reasonable attorneys' fees, arising out of any occurrence on or about the Leased Premises, or occasioned wholly or in part by the use and occupancy of the Premises, or from any breach or default by the Tenant under this Lease, or from any act or omission or negligence of the Tenant, its agents, employees, sublessees, concessionaires, licensees, students, or invitees, in or about the Leased Premises or the Building or any Common Areas. The Tenant acknowledges this provision applies to all acts committed by any of the foregoing individuals during any extracurricular activity sponsored by or associated with the Tenant, whether implied or expressly consented to by the Tenant. In case of any action or proceeding brought against the Landlord by reason of any such claim, upon notice from the Landlord, the Tenant covenants to defend such acting or proceeding by counsel satisfactory to the Landlord.

21. Notices.

21.1 Any notice that one party wishes or is required to give to the other party will be regarded as effective if in writing and either delivered personally to such party or to an officer of the party or sent certified or registered mail, return receipt requested and postage prepaid and addressed to the Landlord at the place then designated for the payment of rent, or to the Tenant at the Leased Premises, unless either party designates a different address for itself by written notice to the other party.

21.2 All notices by mail required to be provided on a specific date or day shall be considered timely if postmarked on or before that date or day.

22. Subrogation Waiver.

22.1 Both the Landlord and the Tenant release the other from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for any loss or damage to property caused by fire or any of the extended coverage or supplementary contract casualties, even if such fire or other casualty is caused by the fault or negligence of the other party, or anyone for whom such party may be responsible; provided, however, that this release is applicable and in force and effect only with respect to loss or damage occurring during such times as the releasor's policies contains a clause or endorsement to the effect that any such release does not adversely affect or impair said policies or prejudice the right of the releasor to recover thereunder.

22.2 Both the Landlord and the Tenant agree that it will request its insurance carriers to include in its policies a clause or endorsement allowing such release. If extra cost shall be charged therefore, each

party shall advise the other thereof and of the amount of the extra cost, and the other, at its election, may pay the same, but shall not be obligated to do so.

23. Estoppel Certificates.

23.1 Within 10 days after written request from the Landlord, the Tenant must provide an estoppel certificate to the Landlord and such other party as is directed by the Landlord certifying: (1) the Lease is in full force and effect and that has not been assigned, modified, supplemented or amended in any way (or identifying any assignment, modification, supplement or amendment); (2) the date of commencement and expiration of the Term; (3) the Lease is in full force and effect and that there are no defenses and/or offsets thereto (or stating those claimed by the Tenant); (4) the amount of Monthly Base Rent or additional rent that has been paid in advance and the amount of security that has been deposited with Landlord; (5) the date/dates on which Monthly Base Rent or additional rents have been paid under this Lease; and (6) such other information as Landlord may reasonably request.

23.2 The Tenant hereby irrevocably appoints the Landlord as its attorney in fact to execute such a certificate in the event that the Tenant fails to do so within 10 days of the Landlord's notice.

24. Early Termination.

24.1 Upon not less than three months written notice, and provided that the Landlord acts in good faith, the Landlord may terminate this Lease at the end of any Lease Year ("Early Termination Date") for any reason including, but not limited to, the need to reopen the Building as a public facility, the need for additional space for school district programs, or a decision to demolish the Building.

24.2 Notwithstanding anything contained in this Paragraph 24 to the contrary, in the event that anytime during any Lease Year of the Term, the Tenant is in default under any term or condition of this Lease, and fails to cure such default within the time provided in this Lease, in addition to any other remedy available to the Landlord under this Lease, the Landlord may terminate this Lease at the end of the Lease Year during that the default occurred (the "Default Termination Date") by providing the Tenant notice within 45 days after the occurrence of such default of its intent to terminate this Lease on the Default Termination Date. In the event that the Tenant defaults during either of the last two months of any Lease Year, the Landlord may terminate the Lease on the Default Termination Date by providing the Tenant notice anytime prior to the Default Termination Date. No waiver of any default of the Tenant hereunder is implied from any omission by the Landlord to take any action on account of such default if such default persists or is repeated, and no express waiver affects any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. In the event that the Landlord terminates the Lease pursuant to this provision, the terms and conditions of this Lease remain in effective through the Default Termination Date.

25. Other Provisions.

25.1 This Lease does not create the relationship of principal and agent of partnership or of joint venture or of any association between the Landlord and the Tenant, the sole relationship between the Landlord and the Tenant being that of landlord and tenant.

25.2 No waiver of any default of the Tenant hereunder is implied from any omission by the Landlord to take any action on account of such default if such default persists or is repeated. No express waiver affects any default other than the default specified in the express waiver and that only for the time and to the extent therein stated.

25.3 Each term and each provision of this Lease performable by the Tenant is construed to be both a covenant and a condition.

25.4 This Lease is construed under the laws of the State of Minnesota. The parties agree that the general rule of law construing provisions against the drafter does not apply to either party in the interpretation of this Lease.

25.5 The word “Tenant” wherever used in this Lease means Tenants in all cases where there is more than one Tenant. Each sub-tenant is jointly and severally liable under this Lease.

25.6 The topical headings of the paragraphs are for convenience only and do not define, limit or construe the contents of such paragraphs.

25.7 All preliminary negotiations are merged into and incorporated in this Lease.

25.8 This Lease contains the entire agreement of the parties hereto with respect to the letting and hiring of the Leased Premises. This Lease can only be modified or amended by an agreement in writing signed by the parties. Except as expressly stated in this Lease, no party has relied on any statement, promise, inducement or representation of the other.

25.9 All provisions of this Lease are binding upon the heirs, successors and assigns of each party.

25.10 The Tenant hereby acknowledges receipt of a true, full and complete copy of this Lease.

IN WITNESS WHEREOF, this Lease has been duly executed by the parties hereto on the day and year indicated below.

Landlord: Independent School District No. 273, Edina Public Schools

Date: _____ By _____

Its _____

Tenant: Children’s Yamaha Music Schools of Minnesota, Inc.

Date: _____ By _____

Its _____



Board Meeting Date: 5/18/2020

TITLE: Lease Agreement with West Metro Credit Union

TYPE: Consent

PRESENTER(S): Val Burke, Director of Edina Community Education Services

BACKGROUND: The term of the lease is July 1, 2020 through December 31, 2020. The rent will total \$4,459.

RECOMMENDATION: Approve the leasing of premises on the 3rd floor of the Edina Community Center to the West Metro Credit Union, and authorize Board Chair to sign the lease agreement.

ATTACHMENTS:

1. Lease Agreement

BUILDING LEASE AGREEMENT

THIS LEASE AGREEMENT (“Lease”) is made as of the 5th day of May, 2020, by and between Independent School District No. 273, Edina Public Schools (“Landlord”) and West Metro Credit Union, (“Tenant”).

WHEREAS, the Landlord owns the building located at 5701 Normandale Road, Edina, MN 55424;

WHEREAS, the Tenant seeks space to conduct its operations; and

WHEREAS, the parties desire to provide for the ongoing use of said building.

NOW THEREFORE, the parties agree to the following:

1. **Leased Premises.**

1.1 The Landlord hereby leases to the Tenant the space as shown in Exhibits A (building map) and B (parking map)(“Leased Premises”) in the building and its premises located at 5701 Normandale Road, Edina, MN 55424 (“Building”). The Leased Premises is approximately 770 square feet on the 3rd floor of the Building. This Lease also includes rights of access to the Leased Premises and shared use of the Common Areas, defined in Paragraph 5, in the Building. The Leased Premises includes all water, gas, sewer, compressed air, and electrical lines above the ceiling, or below the floor or in the basement that are serving only the Leased Premises and no other space in the Building.

1.2 The Tenant is taking the Leased Premises in “AS IS” condition and the Landlord is under no obligation to make any alterations, additions, improvements, or decoration in or to the Leased Premises, except as provided in the Lease.

2. **Term.**

2.1 The term of this Lease (“Term”) will be 6 months, beginning July 1, 2020, and termination on December 31, 2020.

3. **Use.**

3.1 The Tenant may use and occupy the Leased Premises solely for its operations described herein: organizational offices, including any and all activities that are reasonably related to these described operations. The Tenant will not use or permit the Premises to be used for any other purpose(s) without the prior written consent of the Landlord.

3.2 The Tenant must familiarize itself with and adhere to the Landlord’s policies, including but not limited to its policies on non-discrimination, prohibition of the use of tobacco products, prohibition of alcohol, prohibition of illicit drugs, firearms prohibition, recycling policy, equal opportunity policy, parking limitations, latex-free policy, and facilities use policy. The Tenant must educate its volunteers, employees, patients, guests or invitees on said policies. These policies are available on the Landlord’s website or upon the written request of the Tenant.



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3.3 The Tenant agrees to be responsible for the costs of any repair and all damage caused by the Tenant's use of the Leased Premises.

3.4 The Landlord closes the Building and its premises, including the Leased Premises, on holidays. The Landlord will inform the Tenant of these holidays.

4. Rent.

4.1 The Tenant agrees to pay to the Landlord as rent for the Leased Premises for the Term hereof the annual base rent in the following amounts to be paid in equal monthly installments ("Monthly Base Rent") during each of the incorporated lease years: commencing July 1, 2020 and continuing through December 31, 2020, the 6 month base rent is \$4,459. The Tenant will pay Monthly Base Rent equal to \$743.

4.2 The Monthly Base Rent is due and payable by the Tenant in advance on the first day of each calendar month during the Term of this Lease, or any extension or renewal thereof, at the office of Landlord at 5701 Normandale Road, Edina, Minnesota 55424, or at such other place as the Landlord may designate, with written notice of designation to the Tenant.

4.3 In the event of any fractional calendar month at the beginning or termination of the Term, the Tenant will pay for each day in such partial month a rental equal to 1/30 of the Monthly Base Rent. All Base Rent and all additional rent or other charges payable by the Tenant pursuant to the terms of this Lease that are not paid within five days after the amounts are due will bear interest from the date due at the rate of (18%) per annum or the highest rate permitted by law, whichever is lower.

5. Common Areas.

5.1 The Tenant agrees that the use of the Common Areas, including but not limited to all halls, passageways, elevators, restrooms, parking areas and landscaped areas in the Building or its premises ("Common Areas"), by the Tenant or the Tenant's volunteers, employees, patients, guests or invitees, are subject to the applicable policies, rules, and regulations as may from time to time be made by the Landlord for the safety, comfort and convenience of the owners, occupants, tenants and business invitees of the Building. Use of the roof of the Building is reserved exclusively for the Landlord. The Tenant agrees that no awnings or shades will be used upon the Leased Premises except such as may be approved by the Landlord and that the exterior appearance of all window coverings will conform to Building standard as established by the Landlord.

5.2 In addition to the Leased Premises, the Tenant has the right of non-exclusive use, in common with others, of (1) certain automobile parking areas (as identified in Exhibit B), so long as such areas are available for and designated by the Landlord for parking, driveways and footways, and (2) loading facilities, freight elevators and other facilities as may be constructed and designated, from time to time, by the Landlord. All usage is subject to the terms and conditions of this Lease and to reasonable rules and regulations including, but not limited to, rules and regulations with respect to employee parking for the use thereof as prescribed from time to time by the Landlord. The Landlord reserves the right to charge the Tenant and its volunteers, employees, patients, guests or invitees for use of reserved parking areas, to relocate such parking areas and to terminate the use of any portion of the Land for parking.

5.3 The Landlord will not be responsible for any loss, theft or damage to vehicles or contents thereof, parked or left in the parking areas of the Building.

5.4 The Tenant agrees not to use or permit its volunteers, employees, patients, guests or invitees to use the parking areas for overnight storage of automobiles or other vehicles.

5.5. The Tenant will give the Landlord notice within 48 hours of becoming aware of any defect in the Common Areas.

6. Utilities and Service.

6.1 The Landlord provides normal heating and air conditioning for the Leased Premises during the hours of 7:00 a.m. through 10:00 p.m. on Mondays through Fridays, and 8:00 a.m. through 3:00 p.m. on Saturdays and Sundays (“Normal Operating Hours”) as required for normal comfort and in accordance with Minnesota energy use guidelines (holidays excepted).

6.2 The Landlord provides electricity as necessary for normal office use.

6.3 The Tenant will not install any type of air conditioning equipment or units without the prior written consent of Landlord, which consent will be within Landlord's sole discretion.

6.4 The Landlord will provide hot and cold water for normal restroom use and for limited employee coffee/tea services installed in accordance with Landlord's rules and regulations from time to time established. Landlord shall provide normal janitorial service on Mondays through Fridays (holidays excepted).

6.5 The Landlord agrees to furnish, at its sole cost and expense, all lamps, bulbs, tubes, starters and ballasts in connection with the lighting of the Leased Premises.

6.6 No temporary interruption or failure of utility or other services incidental to the making of repairs, alterations or improvements or due to accidents or strike or conditions or events not under the Landlord's reasonable control will be deemed as an eviction of the Tenant or relieve the Tenant from any of its obligations hereunder.

6.7 If the Landlord reasonably determines that the use by the Tenant of any utility or other service in the Leased Premises is disproportionate to the use of other tenants, the Landlord may charge the Tenant its share for the cost thereof from a date reasonably determined by the Landlord to take equitable account of the disproportionate use.

6.8 Any use of the Building by the Tenant, its employees, agents, students, or invitees not within the Normal Operating Hours as set forth above, or as a result of any extracurricular activity sponsored by or associated with the Tenant, may result in additional rent and charges for the cost of such additional utilities and service required as described herein. In addition to the foregoing, these additional charges may include any cost incurred by the Landlord as a result of labor, security, or other precautions necessary by the Landlord to protect the Landlord's and other tenants' property prior to or during any of the foregoing uses by the Tenant. These additional rents will be in an amount as reasonably determined by the Landlord. These additional rents will be due and payable by the Tenant upon receipt from the Landlord of such amount and upon the same terms and conditions as Monthly Base Rent pursuant to Paragraph 4. The Tenant will contact the Landlord prior to any use outside of the Normal Operating Hours of use to establish the terms of such use.

7. Non-Liability of Landlord.

7.1 Except in the event of negligence of the Landlord, its agents, employees or contractors, the Landlord is not liable for any loss or damage resulting from or caused by any failure to furnish heat, electricity, water, gas, air conditioning or sprinkler system, nor for any other reason for any consequential damage arising from interruption of any utility or services, nor is the Landlord liable for personal injury, death or any damage from any cause about the Leased Premises or the Building.

8. Care of Premises.

8.1 The Tenant agrees to keep the Leased Premises in as good condition and repair as they were in at the time the Tenant took possession of same, reasonable wear and tear and damage from fire and other casualty for which insurance is procured excepted.

8.2 The Tenant agrees to keep the Leased Premises in a clean and sanitary condition.

8.3 The Tenant agrees not to commit any nuisance or waste on the Leased Premises, overload the structural elements of the Leased Premises or facilities, throw foreign substances in plumbing facilities, or waste any of the utilities furnished by the Landlord.

8.4 The Tenant agrees to adhere to the Landlord's policies, rules, and regulations, as promulgated and amended from time to time, including but not limited to its: non-discrimination, prohibition of the use of tobacco products, prohibition of alcohol, prohibition of illicit drugs, firearms prohibition, recycling policy, equal opportunity policy, parking limitations, latex-free policy, and facilities use policy. The Tenant must educate its volunteers, employees, patients, guests or invitees on said policies. These policies are available on the Landlord's website or upon the written request of the Tenant.

8.5 The Tenant agrees not to overload the electrical, water and/or plumbing facilities installed by the Landlord.

8.6 The Tenant agrees to provide the necessary security, including labor, necessary to protect the Landlord and other tenants' premises and property prior to and during any extracurricular activity either associated with or sponsored by the Tenant.

8.7 If the Tenant fails to keep and preserve the Leased Premises in the state of condition required by the provisions of this Lease, the Landlord may at its option put or cause the same to be put into the condition and state of repair agreed upon, and in such case the Tenant, on demand, will pay the Landlord the cost thereof plus 18% for Landlord's overhead.

9. Non-permitted Usage.

9.1 The Tenant agrees to use the Leased Premises and Common Areas only for those purposes set forth by the Lease.

9.2 The Tenant agrees to ensure that neither it nor any person whose presence on the Leased Premises or in the Common Areas is related to the Tenant's use of the Premises or Common Areas will commit or permit any act to be performed on the Premises or in Common Areas that (1) violates law; (2) violates the Landlord's policy; (3) may cause an increase in Landlord's insurance rates for the Building; and/or (4) is in violation of any provision of any Landlord's insurance policies for the Building.

9.3 In many cases possession of a firearm on school property, even by a person authorized by permit to carry such a firearm, is illegal. By signing this lease, the Tenant agrees to familiarize itself with the statutory restrictions on possession such a weapon on school property and enforcing those provisions.

9.4 The Tenant agrees to ensure that neither it nor any person whose present on the Leased Premises or in the Common Areas is related to Tenant's use of the Leased Premises or Common Areas disturbs other occupants of the Building or permits the occurrence of any act in the Building or commons areas that causes or threatens injury to persons or property.

10. Assignment.

10.1 The Tenant will not assign this Lease without the prior written consent of the Landlord, which consent is entirely in the Landlord's discretion. The prior written consent of the Landlord in one instance does not constitute a waiver of the Landlord's rights under this paragraph to any subsequent assignment, subletting, or licensing.

10.2 The Landlord's right to assign this Lease is unqualified. Upon any sale or transfer of the Landlord's interest in the Building and provided the purchaser assumes all obligations under this Lease, the Landlord will thereupon be entirely freed of all obligations of the Landlord hereunder and will not be subject to any liability resulting from any act or omission or event occurring after such conveyance.

11. Loss by Casualty.

11.1 If all or a part of the Leased Premises and/or the Building are damaged or destroyed by fire or other casualty, the Landlord has the right to terminate this Lease, provided, the Landlord gives written notice thereof to the Tenant within 180 days after such damage or destruction.

11.2 If the Lease is not terminated by the Landlord as provided, then the Landlord, will, at its own expense, restore the Leased Premises and the Building to as near the condition that existed immediately prior to such damage or destruction as is reasonably possible; provided, however, the Landlord is not responsible for the restoration, repair and replacement of the Tenant's fixtures, personal property, equipment or improvements made by the Tenant to the Leased Premises.

11.3 When the Leased Premises are tenantable, the Tenant will properly restore, repair or replace the Tenant's work and other improvements made by Tenant in order to restore the Leased Premises to their original condition immediately preceding the damage.

11.4 Whether or not the Landlord elects to restore the Leased Premises and/or the Building, the Tenant's Monthly Base Rent will abate during such period of time as the Leased Premises are untenable in the proportion that the untenable portion of the Leased Premises bears to the entire premises.

12. Right of Entry.

12.1 The Landlord, its employees, and its agents have the right, without any diminution of rent, additional rent or other charges payable hereunder by the Tenant, to enter the Leased Premises at all reasonable times and upon reasonable notice for the purpose of inspection, cleaning, repairing, altering or improving the same or the Building. Nothing contained in this paragraph will be construed so as to impose any obligation on the Landlord to make any repairs, alterations or improvements.



DEFINING EXCELLENCE

12.2 During the six month period prior to the end of the Term of this Lease, the Landlord has the right to show the Leased Premises to potential future lessees at reasonable times and upon reasonable notice. The Landlord also has the right to erect a suitable sign indicating that the Leased Premises is available for lease.

13. Alterations to Leased Premises.

13.1 Except as otherwise provided in the Lease, the Tenant will not make any alterations, repairs, additions or improvements in or to the Leased Premises without the prior written consent of the Landlord in each instance. The Tenant agrees to indemnify and save the Landlord free and harmless from any liability, loss, cost, damage or expense including reasonable attorney's fees incurred by reasons of any said alteration, repairs, additions or improvements.

13.2 The Landlord has the right to make changes or revisions to the premises so as to provide additional leasing area. The Landlord also has the right to (1) construct additional buildings on the premises, including all or a portion of the then existing parking areas, for purposes the Landlord may deem appropriate, (2) relocate the parking areas, and (3) enter the Leased Premises for the purpose of constructing and installing utility lines in the floor and above the ceiling of the Leased Premises.

14. Signage.

14.1 The Tenant agrees that no signage will be installed, erected, attached or affixed to any portion of the interior or exterior of the Leased Premises, Building, or its premises without the express prior written consent of Landlord.

15. Security Deposit and Interest.

15.1 The Tenant has deposited with the Landlord the sum of zero dollars and zero cents (\$0) as security for the faithful performance and observance by the Tenant of the terms of this Lease. If the Tenant defaults in any of the terms of this Lease, the Landlord may apply the whole or any part of the security deposit for the payment of any rent or additional rent or any other sum as to which the Tenant is in default, including but not limited to, any damages or deficiency in the reletting of the Leased Premises.

15.2 If any portion of the security deposit is so applied, the Tenant will, within 10 days after written demand therefore, deposit cash with the Landlord in an amount sufficient to restore the security deposit to its original amount. The Tenant's failure to do so results in a default under this Lease.

15.3 The Tenant grants to the Landlord, in the sole event that the Tenant becomes delinquent in the rent required to be paid by the Tenant, the chattels, fixtures and personal property belonging to Tenant, which now are or may hereafter be placed in the Leased Premise, to secure all rents due under the terms and conditions of this Lease. In the event there exists any security interest in this property that security interest is paramount and superior to the security interest herein created, the Landlord may satisfy said paramount security interest and all sums paid in satisfying said security interest will be considered additional sums owed to the Landlord by the Tenant hereunder.

15.4 The Landlord, in the event of a default by the Tenant of any covenant or condition herein contained, may exercise, in addition to any rights and remedies herein granted, all the rights and remedies of a secured party under the Uniform Commercial Code or any other applicable law.

16. Default, Non-Payment of Rent.

16.1 Any one or more of the following events is an Event of Default: (1) a payment of Monthly Base Rent or any other payment due from the Tenant to the Landlord remaining unpaid in whole or in part for more than five days after same is due and payable; (2) the Tenant violates or defaults on any of the other covenants, agreements, stipulations or conditions herein, and such violation or default continues for a period of 10 days after written notice from the Landlord of the violation or default; (3) the Tenant vacates or abandons the Leased Premises; or (4) the Tenant commences or has commenced proceedings under a bankruptcy, receivership, insolvency or similar type act.

16.2 If an Event of Default occurs, the Landlord may terminate this Lease, but without waiver of the rights thereafter and to re-enter the Leased Premises, with or without process of law, using such force as may be necessary to remove all persons or chattels therefrom. The Landlord is not be liable for damages by reason of any such re-entry. Notwithstanding re-entry by the Landlord, the Tenant is liable to Landlord for the Monthly Base Rent and all other sums provided for balance of the Term of this Lease. The Tenant will pay, in addition to the Monthly Base Rent and other sums agreed to be paid hereunder, such additional sums as a Court may adjudicate as reasonable attorney's fees in any suit or action instituted by the Landlord to enforce the provisions of this Lease, or the collection of the Monthly Base Rent or other sums due to Landlord hereunder.

16.3 The Landlord may relet all or any part of the Leased Premises for such portion of the remaining Term of this Lease and upon such terms and conditions as it deems reasonable. If the Landlord chooses to relet all or any part of the Leased Premises, the Landlord will deduct from the Tenant's obligations for Monthly Base Rent and other sums due the Landlord under this Lease, all rent received from a subsequent tenant, and the Tenant will pay monthly to Landlord any balance due in addition to the reasonable expenses which Landlord incurs relating to such reentry, reletting and necessary remodeling.

16.4 If an Event of Default occurs, the Landlord may at any time declare this Lease terminated and forfeited. The Tenant will pay to Landlord as damages for its breach of this Lease an amount equal to the balance due Landlord for the remaining Term of this Lease, less the reasonable rental value of the Leased Premises during such remaining term. The Tenant shall also be liable to the Landlord for the payment of interest on all rentals and other sums due the Landlord hereunder that are not paid within five days from the date same become due and payable. The amount of interest owed to Landlord is calculated at the highest permissible rate of interest allowed under the usury statutes of the State or at the rate of 18 percent per annum, whichever is less. For the purposes of this paragraph, interest is calculated beginning on the date rentals and other sums become due.

17. Surrender.

17.1 On the last day of the Term of this Lease or on the sooner termination thereof in accordance with the term hereof, the Tenant will peaceably surrender the Leased Premises in good condition and repair consistent with the Tenant's duty to make repairs as provided in this Lease. On or before said last day, the Tenant, at its expense, will remove all of its equipment from the Leased Premises, repairing any damage caused thereby.

17.2 Any property not removed by the Tenant on or before said last day is considered abandoned property. All alterations, additions and fixtures other than the Tenant's equipment, which have been made or installed by either the Landlord or the Tenant upon the Leased Premises will remain as the Landlord's property and be surrendered with the Leased Premises as a part thereof, or will be removed by the Tenant,



DEFINING EXCELLENCE

at the option of the Landlord, in which event the Tenant will at its expense repair any damage caused thereby.

17.3 If the Leased Premises are not surrendered at the end of the Term or the sooner termination thereof, the Tenant will indemnify the Landlord against loss or liability resulting from delay by the Tenant in so surrendering the Leased Premises, including, but not limited to, claims made by any succeeding tenant founded on such delay.

17.4 The Tenant will promptly surrender all keys for the Leased Premises to the Landlord at the place then fixed for payment of rent and will inform the Landlord of combinations of any locks and safes on the Leased Premises.

18. Holding Over.

18.1 In the event the Tenant remains in possession of the Leased Premises after the expiration of the Term of this Lease and without the execution of a new lease, the Tenant is considered to be occupying the Leased Premises as a tenant from month-to-month only, subject to all the conditions, provisions and obligations of this Lease insofar as the same can be applicable to a month-to-month tenancy.

18.2 The Monthly Base Rent during this month-to-month tenancy is twice the amount immediately prior to the expiration of this Lease.

19. Subordination.

19.1 The Tenant agrees that this Lease is subordinate to any mortgages or trust deeds that are now or may hereafter be placed upon the Leased Premises and/or any part hereof of the Building and to any and all advances to be made thereunder, and to the interest thereon, and all renewals, replacements, and extensions thereof.

19.2 In confirmation of this subordination, the Tenant shall promptly execute and deliver any instrument reasonably requested by Landlord in recordable form, as required. In the event of any mortgagee or trustee electing to have the Lease a prior encumbrance to its mortgage or deed of trust, then and in such event upon such mortgagee or trustee notifying the Tenant to that effect, this Lease shall be deemed prior in encumbrance to the said mortgage or trust deed, irrespective of whether this Lease is dated prior to or subsequent to the date of said mortgage or trust deed.

20. Insurance and Indemnity.

20.1 The Tenant will keep in force at its own expense so long as this Lease remains in effect public liability insurance insuring the Leased Premises in companies and in form acceptable to Landlord with minimum limits of (1) \$1,000,000.00 on account of bodily injuries to or death of one person; (2) \$1,000,000.00 on account of bodily injuries to or death of more than one person as the result of any one accident or disaster; and (3) property damage insurance with minimum limits of \$1,000,000.00. Such insurance policy must name the Landlord as additional insured and must be primary insurance not subject to reduction by reason of other coverages.

20.2 The Tenant is responsible for insuring any leasehold improvements made by the Tenant in addition to all equipment, fixtures and personal property located or stored in the Lease Premises or



DEFINING EXCELLENCE

Building by Tenant. Such insurance policy must name the Landlord as additional insured and must be primary insurance not subject to reduction by reason of other coverages.

20.3 Within 15 days of a Landlord written request, the Tenant will provide the Landlord the policy or policies of such insurance or certificates thereof, or other acceptable evidence, that such insurance is in effect. The Tenant must notify the Landlord in writing 30 days prior to cancellation of, material change in or failure to renew the insurance.

20.4 If the Tenant does not comply with its covenants made in Paragraph 20, the Landlord may, at its option, cause insurance as foresaid to be issued, and in such event the Tenant agrees to pay as additional rent the premium for such insurance promptly upon the Landlord's demand.

20.5 The Tenant agrees to indemnify, defend, and hold harmless the Landlord from and against any and all claims, actions, liability and damages of every kind and nature, and from against all costs and expenses, including reasonable attorneys' fees, arising out of any occurrence on or about the Leased Premises, or occasioned wholly or in part by the use and occupancy of the Premises, or from any breach or default by the Tenant under this Lease, or from any act or omission or negligence of the Tenant, its agents, employees, sublessees, concessionaires, licensees, students, or invitees, in or about the Leased Premises or the Building or any Common Areas. The Tenant acknowledges this provision applies to all acts committed by any of the foregoing individuals during any extracurricular activity sponsored by or associated with the Tenant, whether implied or expressly consented to by the Tenant. In case of any action or proceeding brought against the Landlord by reason of any such claim, upon notice from the Landlord, the Tenant covenants to defend such acting or proceeding by counsel satisfactory to the Landlord.

21. Notices.

21.1 Any notice that one party wishes or is required to give to the other party will be regarded as effective if in writing and either delivered personally to such party or to an officer of the party or sent certified or registered mail, return receipt requested and postage prepaid and addressed to the Landlord at the place then designated for the payment of rent, or to the Tenant at the Leased Premises, unless either party designates a different address for itself by written notice to the other party.

21.2 All notices by mail required to be provided on a specific date or day shall be considered timely if postmarked on or before that date or day.

22. Subrogation Waiver.

22.1 Both the Landlord and the Tenant release the other from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for any loss or damage to property caused by fire or any of the extended coverage or supplementary contract casualties, even if such fire or other casualty is caused by the fault or negligence of the other party, or anyone for whom such party may be responsible; provided, however, that this release is applicable and in force and effect only with respect to loss or damage occurring during such times as the releasor's policies contains a clause or endorsement to the effect that any such release does not adversely affect or impair said policies or prejudice the right of the releasor to recover thereunder.

22.2 Both the Landlord and the Tenant agree that it will request its insurance carriers to include in its policies a clause or endorsement allowing such release. If extra cost shall be charged therefore, each

party shall advise the other thereof and of the amount of the extra cost, and the other, at its election, may pay the same, but shall not be obligated to do so.

23. Estoppel Certificates.

23.1 Within 10 days after written request from the Landlord, the Tenant must provide an estoppel certificate to the Landlord and such other party as is directed by the Landlord certifying: (1) the Lease is in full force and effect and that has not been assigned, modified, supplemented or amended in any way (or identifying any assignment, modification, supplement or amendment); (2) the date of commencement and expiration of the Term; (3) the Lease is in full force and effect and that there are no defenses and/or offsets thereto (or stating those claimed by the Tenant); (4) the amount of Monthly Base Rent or additional rent that has been paid in advance and the amount of security that has been deposited with Landlord; (5) the date/dates on which Monthly Base Rent or additional rents have been paid under this Lease; and (6) such other information as Landlord may reasonably request.

23.2 The Tenant hereby irrevocably appoints the Landlord as its attorney in fact to execute such a certificate in the event that the Tenant fails to do so within 10 days of the Landlord's notice.

24. Early Termination.

24.1 Upon not less than three months written notice, and provided that the Landlord acts in good faith, the Landlord may terminate this Lease at the end of any Lease Year ("Early Termination Date") for any reason including, but not limited to, the need to reopen the Building as a public facility, the need for additional space for school district programs, or a decision to demolish the Building.

24.2 Notwithstanding anything contained in this Paragraph 24 to the contrary, in the event that anytime during any Lease Year of the Term, the Tenant is in default under any term or condition of this Lease, and fails to cure such default within the time provided in this Lease, in addition to any other remedy available to the Landlord under this Lease, the Landlord may terminate this Lease at the end of the Lease Year during that the default occurred (the "Default Termination Date") by providing the Tenant notice within 45 days after the occurrence of such default of its intent to terminate this Lease on the Default Termination Date. In the event that the Tenant defaults during either of the last two months of any Lease Year, the Landlord may terminate the Lease on the Default Termination Date by providing the Tenant notice anytime prior to the Default Termination Date. No waiver of any default of the Tenant hereunder is implied from any omission by the Landlord to take any action on account of such default if such default persists or is repeated, and no express waiver affects any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. In the event that the Landlord terminates the Lease pursuant to this provision, the terms and conditions of this Lease remain in effective through the Default Termination Date.

25. Other Provisions.

25.1 This Lease does not create the relationship of principal and agent of partnership or of joint venture or of any association between the Landlord and the Tenant, the sole relationship between the Landlord and the Tenant being that of landlord and tenant.

25.2 No waiver of any default of the Tenant hereunder is implied from any omission by the Landlord to take any action on account of such default if such default persists or is repeated. No express waiver affects any default other than the default specified in the express waiver and that only for the time and to the extent therein stated.

25.3 Each term and each provision of this Lease performable by the Tenant is construed to be both a covenant and a condition.

25.4 This Lease is construed under the laws of the State of Minnesota. The parties agree that the general rule of law construing provisions against the drafter does not apply to either party in the interpretation of this Lease.

25.5 The word “Tenant” wherever used in this Lease means Tenants in all cases where there is more than one Tenant. Each sub-tenant is jointly and severally liable under this Lease.

25.6 The topical headings of the paragraphs are for convenience only and do not define, limit or construe the contents of such paragraphs.

25.7 All preliminary negotiations are merged into and incorporated in this Lease.

25.8 This Lease contains the entire agreement of the parties hereto with respect to the letting and hiring of the Leased Premises. This Lease can only be modified or amended by an agreement in writing signed by the parties. Except as expressly stated in this Lease, no party has relied on any statement, promise, inducement or representation of the other.

25.9 All provisions of this Lease are binding upon the heirs, successors and assigns of each party.

25.10 The Tenant hereby acknowledges receipt of a true, full and complete copy of this Lease.

IN WITNESS WHEREOF, this Lease has been duly executed by the parties hereto on the day and year indicated below.

Landlord: Independent School District No. 273, Edina Public Schools

Date: _____ By _____

Its _____

Tenant: West Metro Credit Union

Date: _____ By _____

Its _____



Board Meeting Date: May 18, 2020

TITLE: GIFT FROM CORNELIA ELEMENTARY PTO

TYPE: Consent

BACKGROUND: A gift of \$27,405.00 was given to Edina Public Schools by the Cornelia Elementary PTO, for A Gaga Pit and concrete pour at the Cornelia playground. The Cornelia PTO's donation will go toward building some additional inclusive play areas at the Cornelia playground. As part of the project, Cornelia will add some additional pour-in-place around their Omni Spinner, and create an inclusive Gaga Pit complete with an ADA compliant door and fully accessible surround for all students to enjoy playing Gagaball and cheering on their classmates. In connection with this project, the Cornelia PTO has also submitted an application to Hennepin County for a \$25,000 Youth Sports Playground and Equipment grant.

RECOMMENDATION: Accept with sincere appreciation the gift of \$27,405.00 from the Cornelia Elementary PTO to Edina Public Schools.



American Indian Education

Presented by the American Indian Parent Advisory Council



AMERICAN INDIAN EDUCATION IN EDINA PUBLIC SCHOOLS

- We currently have 25 identified American Indian students K-12.
- EPS receives funding from the MN Department of Education to address the needs of American Indian students.
- The American Indian Parent Advisory Council (AIPAC) meets monthly.



Opportunities for Students



Edina Public
Schools

SCHOLARSHIPS FOR STUDENTS

- American Indian Education funds provide scholarships for camps, music/art lessons, sports, tutoring, AP testing fees, etc.
- Contact Isabelle Punchard at:
Isabelle.Punchard@EdinaSchools.org



Edina Public
Schools

COSTA RICA TRIP

- Betsy Bagley went to Costa Rica summer 2019 on a Service-Learning experience.
- She worked in an animal sanctuary for 10 days.
- She learned about Costa Rican culture and daily life and made friends from across the US!



Edina Public
Schools

K-5 CULTURAL CLUB

- Taught by Rene Baca at Cornelia.
- Open to all K-5 students in EPS.
- Students learn about the Seven Grandfather Teachings, focusing on one teaching each week and learning to live these teachings in their daily lives.



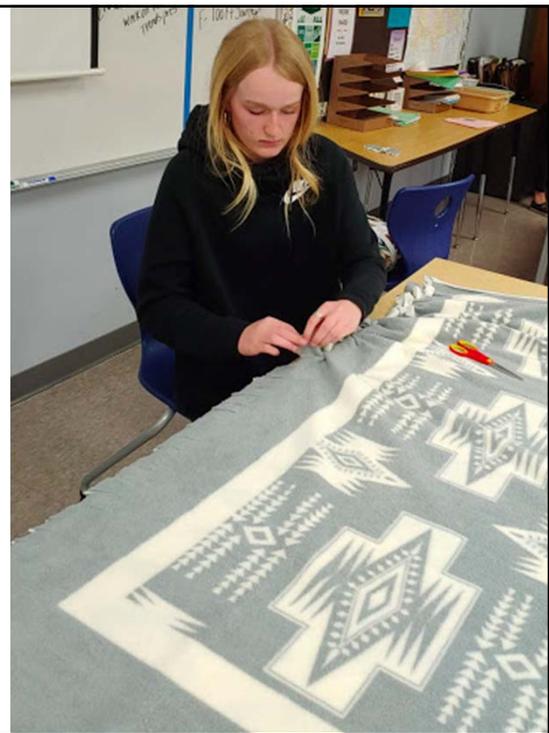
K-5 CULTURAL CLUB

- Students made breastplates last year.
- They are currently designing and building their own Medicine Shield. Each shield is made of animal hide stretched over a metal hoop. It will be decorated with feathers and other objects, and painted with special images and symbols to reflect each students' spirit animal.



EDINA HIGH SCHOOL NATIVE CLUB

- Facilitated by Mathilde Hardy & Kourtnee Baukol.
- Students learn about seasonal traditions, how to balance the intersection of Native and White identity.
- They learn from elders in the community and partake in community activities.



EDINA HIGH SCHOOL NATIVE CLUB

Activities have included:

- Ricing
- Marching in the May American Indian parade
- Learning about traditional maple tapping and the ceremonial uses of tobacco
- Making dream catchers to gift to our elders and fleece blankets



DAVE LARSEN AMERICAN INDIAN IMMERSION EXPERIENCE

- For juniors at EHS
- Organized by North Hennepin Community College and participating schools
- Semester-long college class culminating with a 5-day bus tour to historically and culturally significant sites, while learning from elders, tribal leaders & artists.



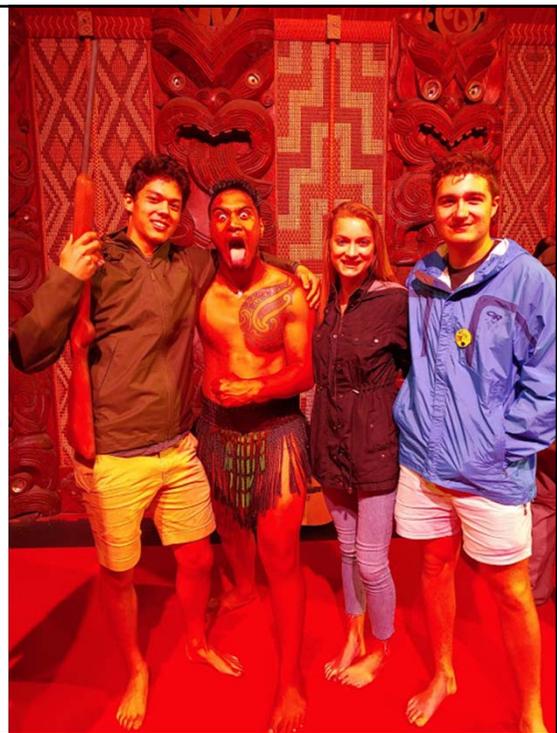
GRADUATION DISTINCTION

- Native seniors were presented with an eagle feather as part of graduation, which is a great honor and rarely happens in a lifetime.
- They learned about the importance, meaning and care of the eagle feather from Kevin Smokeyday, an Ojibwe elder.



2019 TRIP TO NEW ZEALAND

- Seniors attended the Native American and Indigenous Studies Association conference in Auckland, N-Z.
- They gave a presentation on their immersion experience with NHCC, and visited Maori homelands and schools.



K-12 Collaborations

- Each year the EHS Native Club Hosts the K-8 Native students and families for a spring trip to Sugarbush.
- This year we are looking at visiting the Dream Of Wild Health farm to learn about traditional farming, eating and seed carrying.



K-12 Collaborations

- EHS assisted with the K-5 Cultural Club last year, when students created breastplates.



Importance of American Indian Experiences in the Curriculum



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AMERICAN INDIAN STANDARDS

- The 2019 science standards include an *anchor* standard that asks students to research and describe the methods used by Minnesota American Indians to explain scientific phenomena and design solutions to problems.
- Every set of MN standards revised from 2019 on will include a similar standard.

AIPAC Recommendations to the School Board



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RECOMMENDATIONS - Middle School

- Assign an advisor to coordinate cultural activities and serve the cultural needs of native students/families in the middle schools.
- The advisor would collaborate with the elementary and high school program a few times a year.

RECOMMENDATIONS - Edina High School

- Establish a multi-grade advisory for American Indian students at Edina High School.
- Include the Native Club on the Edina High School Activities website, with a linked page to showcase some of the events and opportunities available to students and to encourage students to get involved.
- Invite a Native student to sit on the Mosaic Council.

RECOMMENDATIONS

- Intentionally develop curriculum that reflects the heritage of students.
- Support teachers of color and continue to grow the diversity of staff.
- Amend policy so seniors can wear the traditional regalia of a beaded graduation cap during their graduation ceremony.



Pilamáyaye! Miigwech!
Thank you!



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Board Meeting Date: May 18, 2020

TITLE: Curriculum Review Update: Music and Visual Arts

TYPE: Discussion

PRESENTER(S): Dr. Randy Smasal, Caroline Linden, Deb Richards

BACKGROUND: This report includes information about the new Arts standards the Minnesota Department of Education has passed into statute. It also includes a summary of the statutory changes to Arts programming required by all MN school districts by the 2021-2022 school year. An overview of the Music and Visual Arts curriculum review process will be provided. Recommended materials to purchase to support the music program in Edina are also included.

RECOMMENDATION: This information is presented for discussion.

PRIMARY ISSUE(S) TO CONSIDER: Please consider how the new Arts standards may impact programming, and how the requested music materials will support the continuous improvement of the music program.

ATTACHMENTS:

1. Report (next page)

Arts Standards Information and Summary



Resources:

MDE Arts page (<https://education.mn.gov/MDE/dse/stds/Arts/>) (including timeline)

Information and Summary:

Full implementation of the Arts Standards are required by the 2021-2022 school year. That means changes to courses must be ready for registration in January 2021.

There are five arts areas: dance, media arts, music, theater, visual arts. The new standards are no longer “banded”, but are laid out by grade level, which creates unique grade level experiences in each arts area.

There is not one license that allows teachers to deliver all areas of the arts standards. The licensure options are as follows:

- Dance
 - The arts dance course can be taught by an educator with a dance license OR an elementary generalist license for grades K-6 up to 0.33 of the school day.
 - The dance standards in Physical Education do not meet the arts requirements and cannot be taught in an interdisciplinary way.
- Dance and Theater Arts
- Theater Arts
- Music: Instrumental and Classroom or Vocal and Classroom Music
- Visual Arts (Media Arts can be taught by a visual arts licensed teacher)

In high school, a CTE (Career and Technical Education) course may fulfill an arts credit if all the following are true:

- Students must meet all of the arts standards for the relevant arts area in the course.
- The teacher of record must have a CTE endorsement.
- The teacher of record must also have passed the MTLE (MN Teacher Licensure Exam) assessment for the relevant arts area. Since there is not a MTLE for media arts, districts should use the visual arts MTLE.

Kindergarten to Grade 8

- Instruction in arts education in grades K-8 must include all the required 2018 arts standards and grade-level benchmarks in at least two arts areas.
 - The amount of instructional time needed can be locally determined as long as there is sufficient time for teachers to teach and assess all standards in an area
- Students in grades K-8 must be offered opportunities in three arts areas.
 - Students in grades 6-8 must meet the standards in two arts areas each year
 - In grades 6-8 students can choose any two arts areas annually

- A full year of performance music (orchestra, band, choir) will no longer be sufficient to meet arts requirements in grades 6-8 (must meet two areas annually per MDE).
 - Students will need half year options in visual arts, media arts or music in grades 6-8 (e.g. World of Music, Music Exploration)
- MDE will require districts to offer 3 areas starting with the 2021-2022 school year.

High School

- Instruction at the high school level must include all the required 2018 arts standards and benchmarks for grades 9-12 in at least one arts area.
- Students must be offered courses in at least three arts areas.
- For courses that count for arts credits, the teacher must hold a CTE endorsement.

Table 1: Impact of New Arts Standards on Program Requirements

	6th grade	7th grade	8th grade
Required by MDE	Math	Math	Math
	Science	Science	Science
	Social Studies	Social Studies	Social Studies
	Language Arts	Language Arts	Language Arts
	Physical Education	Physical Education	Physical Education
	Two of Three Arts areas (New 21-22) Currently one Music and one Visual Art required	Two of Three Arts areas (New 21-22) Currently Visual Art required	Two of Three Arts areas (New 21-22) Currently no required arts courses
		Health	
Required by Edina but not by MDE	Advisory	Advisory	Advisory
	Middle School Skills	FACS	21 Century Literacy
	Reading	Design Robotics	Flight and Space
	World Language	World Language	World Language
Electives	Art and Words	Art Exploration	Avid
	Engineering	Art in the Digital World	Band
	2nd Music Option	Band	Choir
		Choir (gender segregated)	Orchestra
		Graphic Design and Marketing	Art in the Digital Age
		Music Exploration	Drawing, Painting, and Printmaking
			Pottery and Sculpture
			Fitness Fun
			Unified PE
			Food and Fabrics
			Regional Foods
			Introduction to Drama
			Life Skills
			Graphic Design and Marketing
			Intro to Coding
			Research, Design, and Fabrication
		Science of Technology, Green Architecture	
		Culinary Technology, Fashion, and Fabrication	

Middle School Course Requirements per statute 120B.021; Required Academic Standards are:

- Language arts
- Mathematics
- Science
- Social studies
- Physical education
- Health
- Arts (two areas per year in grades 6-8)

Part of Phase II will be analyzing what is required by MDE and what is required by Edina to identify similarities and differences. In order to be in compliance with the new arts standards, some shifts in programming may be necessary.

At the elementary level, Edina currently offers two arts areas for students (music and visual arts). The new standards require offering three areas for elementary students and they will be required to meet all standards in two arts areas annually.

Depending on the grade level, Edina offers two or three arts areas at the middle school level. The new standards will require offering three arts areas at each grade level, with students mastering the standards in two areas annually.

An elementary and a middle school program design team will convene in the summer of 2020 to align program changes to this new statutory requirement. The program adjustments will be presented to the board in the fall of 2020.

Music and Visual Arts Curriculum Review Process Update

Teacher representatives from the arts areas have been meeting over the last two school years to complete a curriculum review process. The teacher teams completed a review and analysis of the new standards. Changes were identified in order to guide curriculum review, materials inventory and programming.

Changes to Arts Standards

- Benchmarks are by grade level rather than grade bands (e.g. grades K-2, etc.)
- Students in grades K-8 must be offered opportunities in three arts areas
- Students in grades K-8 must meet the standards in two arts areas each year
- Instruction at the high school level must include all the required arts standards and benchmarks in at least one arts area
- In high school the teacher of record must have a CTE endorsement and must also have passed the MTLE assessment for the relevant arts area (not new, but clarified)

Phase I: Music and Visual Arts (2018-2020)

- Review and analysis of new standards
- Gap analysis for current courses
- Adjustments made to curriculum documents to align to new standards
- Identification of replacement and new materials and resources
- Orders for music will be placed summer 2020 for fall implementation

Phase II: All Arts Areas (2020-2021)

- Ensure K-12 programming is in compliance with new MDE
- Support teachers in acquiring any necessary licensure changes
- Recommend any necessary programming changes
- Ensure changes are clearly articulated for registration in January 2021
- Resource orders for other arts areas will be placed summer 2021
- Full implementation by 2021-2022 as required by statute

Music Curriculum Review Update and Purchase Recommendations

The music department has been involved in the curriculum review process for the past two years. As mentioned above, teacher teams reviewed the new arts standards, analyzed them to identify any gaps in curriculum, made adjustments to planning guides to align with new standards and identify replacement and new materials needed to help students reach the new standards in the area of music.

Music is one of the five arts areas and Edina has a long history of offering rich musical experiences to students. In order to ensure all facets of the music program were adequately addressed, the department was broken into four subgroups (see below), for the purpose of the curriculum review process.

Subgroup	Teacher Representatives	School	Role
Orchestra	Nicholas Gaudette* Kristine Wiese	EHS EHS	Orchestra Orchestra
Band	Geneva Fitzsimonds* Charles Weise Nicholas Ellison	EHS SV Elem (HL/CC/CN)	Band Band Band
6-12 Vocal Music and World of Music	Christine Dold Liz Skoglund* Scott Lehrke	VV SV EHS	Vocal and Classroom Music Vocal and Classroom Music Vocal Music
Elementary Classroom Music	Shandra Prowell* Elizabeth Werness Katie Widen Andrew Atwood	CS ND HL CN	Elementary Music Elementary Music Elementary Music Elementary Music

*Point person for subgroup

Each subgroup met multiple times through the past two years during early release/late starts, district professional development days and during the contract day with substitute teachers. Along with each subgroup meeting separately, each subgroup connected with other job-alike teachers for updates and feedback. In addition, all teachers of music (approx. 33 teachers) met together on the February district professional development day in both 2019 and 2020. This allowed for all teachers in the department to be involved in the curriculum review process.

A department mission statement was collaboratively created along with each subgroup developing their own vision statement. By developing these statements, the department as a whole and each subgroup created cohesion and a common direction for each of their musical components. The statements are clearly visible on some of the subgroup's brochures (see Appendix I). Creating a brochure was an optional component of the review process.

Lastly, after a thorough analysis of the new arts standards, each subgroup created a tiered list of materials and resources needed to support the revised curriculum that aligns to the new standards. Appendix II shows the total music budget requests. Budget requests were consolidated into several categories--instruments, instrument repair, equipment, musical repertoire, and resources. The budget requests included in this report include only the top priority items for each subgroup.

Appendix I
Music Department Brochures

[Edina Elementary Music Brochure](https://tinyurl.com/y6u8hpaw)

(<https://tinyurl.com/y6u8hpaw>)

[Choral Music Brochure](https://tinyurl.com/yd3brgga)

(<https://tinyurl.com/yd3brgga>)

[Orchestra Brochure](https://tinyurl.com/y7jdahdh)

(<https://tinyurl.com/y7jdahdh>)

Appendix II
Total Music Budget Requests*

Music Subgroup	Instruments	Instrument Repair	Equipment	Musical Repertoire	Resources	Resource Notes	Total
Band	\$4,892.00	\$0.00	\$1,440.00	\$8,960.00	\$0.00	N/A	\$15,292.00
Elementary Music	\$19,791.00	\$0.00	\$800.00	\$0.00	\$10,309.58	This request does not include FTE for grade 5 orchestra	\$30,900.58
Orchestra	\$7,129.00	\$2,000.00	\$4,000.00	\$0.00	\$6,000.00	Bass lockers	\$19,129.00
Vocal/World of Music	N/A	N/A	N/A	\$3,375.00	\$17,521.75	Accompanist costs and digital music composition software.	\$20,896.75
						Grand Total	\$86,218.33

**This budget is based on vendor quotes and may need to be adjusted accordingly.*

Proposed Edina Public Schools 2020-2025 Strategic Plan

Draft REVISED May 11, 2020

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Overview

The Proposed 2020-2025 Edina Public Schools Strategic Plan has been developed through the following participative planning process: *See p.8 for process details*

Step I: Assess District STATUS

August 2018 – December 2018

- **Stakeholder Input:** Meetings and surveys were conducted to seek views and advice about the current status and future needs of the district from parents, students, teachers, staff and district community members.
- **Data collection:** Key information from various sources was gathered to inform future directions including a District Overview, Peer District Comparisons, and National Trends and Issues.

Step II: Develop District DIRECTIONS

January 2019 – January 2020

- **Draft Directions Development:** Based on the findings and conclusions of the stakeholder input and data collection, the School Board worked with staff input to draft the 2020 – 2025 Edina Public Schools directions, including the mission, vision, values and beliefs, and priority strategies.
- **Stakeholder Review:** District parents, students, teachers, staff and community members were invited to review and evaluate the draft directions and provide feedback in online and on-site forums.
- **Directions Refinement:** The School Board examined the stakeholder input and revised the draft strategic directions based on the feedback and advice to develop the January 2020 draft directions document for discussion.
- **Approval of Strategic Directions:** The Edina Public Schools Draft Strategic Directions were approved at the February School Board meeting including the mission, vision, core values and beliefs, priority strategies and expected outcomes.

Step III: Initiate the 2020-2025 STRATEGIC PLAN January – Spring 2020

- **Implementation Plan Development:** Staff leaders worked with the School Board to develop an action roadmap for achieving the strategic directions including:
 - Actions: Specific short and long-term initiatives and action steps.
 - Resources: Projection of time, human, physical and/or financial resources to support action
 - Process metrics: Benchmarks for measuring implementation progress and success.
- **Approval and launch of the Strategic Plan:** The 2020-2025 EPS Strategic plan will be reviewed and discussed at the May School Board Meeting and approved at the June School Board Meeting to guide EPS district development 2020 – 2025 with procedures for coordinating, steering and monitoring strategic implementation.

Mission Statement

Edina Public Schools is a dynamic learning community delivering educational excellence and preparing all students to realize their full potential.

Through academics, activities and opportunities, we encourage creativity, foster curiosity, and develop critical thinking skills. We support every student's educational journey by creating a caring and inclusive school culture that supports the whole student.

Core Values and Beliefs

We are guided by our **ICCCAR** values of **Integrity, Compassion, Courage, Commitment, Appreciation** and **Responsibility** and commit to the following core beliefs:

Academic Excellence

We believe each student deserves access to academic excellence which includes challenging and rich curricula, high expectations, and inspiring instruction that meets their individual needs.

Equity

We believe it is critical to eliminate barriers to success and provide the supports, opportunities and environment so all students can reach their full potential.

Family, School and Community Collaboration

We believe students learn best when students, families, educators and the community partner to provide dynamic support and share responsibility for learning.

Healthy Learning Environment

We believe students thrive in a balanced, healthy environment that promotes the free exchange of ideas and supports students' physical, social-emotional and intellectual needs.

Inclusion

We believe in the inherent dignity of all people, we celebrate individuality, and we value and appreciate diversity.

Life Skills

We believe that inspiring students to grow as critically-thinking collaborative learners will prepare them to be productive, accountable, self-motivated and responsible citizens.

Operational Excellence

We believe in high performance of governance, administration and partnerships, and effective and efficient use of time, human, financial and physical resources in support of the mission.

Professional Excellence

We believe our educators and staff are essential to student success. We value and support them in advancing strategic and innovative initiatives grounded in best practices.

Vision

For each and every student to discover their possibilities and thrive

Priority Strategies

In 2020-2025, the Mission and Vision will be achieved by taking action on the following priority strategies:

Strategy A: Advance Academic Excellence, Growth and Readiness

Edina Public Schools provides our students with access to a comprehensive curriculum that develops critical thinking skills and dispositions, and assures students are ready for their next level and the challenges and opportunities in the next phase of life.

See Expected Outcomes, Action Steps, Resource Needs and Action Success metrics p.5

Strategy B: Ensure an Equitable and Inclusive School Culture

EPS welcomes, respects, supports and values everyone so students can learn effectively, develop a deeper understanding of complex issues and become empowered to contribute to the school community.

See Expected Outcomes, Action Steps, Resource Needs and Action Success metrics p.5

Strategy C: Foster Positive Learning Environments and Whole Student Support

EPS fosters a caring school environment where students feel safe physically and emotionally, in order to be fully engaged in their academic, personal and social growth.

See Expected Outcomes, Action Steps, Resource Needs and Action Success metrics p.5

Strategy D: Develop Leadership Throughout the District

Edina Public School Schools continuously develops innovative, committed, and exemplary leadership at all levels and from all constituencies, student and adult.

See Expected Outcomes, Action Steps, Resource Needs and Action Success metrics p.5

Strategy E: Engage Parents, Schools and Community

Edina Public Schools works in partnership with parents, students, staff, alumni and community to serve as a reflection of Edina's strong commitment to education.

See Expected Outcomes, Action Steps, Resource Needs and Action Success metrics p.5

Strategic Implementation Plan

Strategy A: Advance Academic Excellence, Growth and Readiness

Edina Public Schools provides our students with access to a comprehensive curriculum that develops critical thinking skills and dispositions, and assures students are ready for their next level and the challenges and opportunities in the next phase of life.

OUTCOMES / IMPLEMENTATION What are <u>expected outcomes</u> and <u>key action steps</u> for implementing the strategy?	RESOURCE NEEDS What <u>added staff, funds, etc.</u> are required?	Action SUCCESS: Process Metrics How do we evaluate success in <u>action implementation</u> ?
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A.1 Design and deliver curriculum, instruction and assessment focused on content rigor, critical thinking, student engagement and continuous improvement to assure academic achievement and student growth.

1. To prepare all learners for college, career and civic life, curricula and instruction will be aligned to future ready competencies, and periodically audited as part of a continuous improvement process.	<ul style="list-style-type: none"> Funds (\$\$) to update the Profile of an Edina Graduate with Future Ready competencies and to unpack them into developmentally appropriate competencies Funds (\$\$) to review the scope and sequence of standards alignment, survey design and data collection needed to monitor and evaluate key grade level transitions Funds (\$\$) to adapt the curriculum review process to embed Future Ready competencies and implementation metrics Funds (\$\$) to ensure a robust continuous improvement process focused on improving academic achievement 	Future Ready competencies embedded in curriculum as indicated by curriculum implementation metrics and learner experience data collected from learners and teachers including key transition points (Future Ready competencies include: <ul style="list-style-type: none"> academic content knowledge and skills in core content areas interpersonal skills like communication, collaboration, creative problem solving and critical thinking)
2. Explore and create additional PreK-12 programming (e.g. STEAM, STEM, Immersion, Biomedical) that promotes authentic and engaging learning experiences to meet the needs of future ready learners and provide attractive educational options for families.	<ul style="list-style-type: none"> A district design team to review programs, develop recommendations and set timelines for implementation Funds allocated for site visits, curriculum development, staff training and implementation 	Parent satisfaction survey in programming choices and retention of resident students to be monitored

A.2 Provide a coherent and differentiated educational experience that effectively engages, appropriately challenges every student academically.

1. Articulate a system of flexible pathways, that maximizes learner engagement to grow students' strengths and talents.	<ul style="list-style-type: none"> Board approved policy 601 incorporating Talent Development Framework Flexibility in course pathways to meet Graduation Credits where possible Funds to train teachers on pathways for lesson, course design and delivery to include face to face, online and hybrid options. 	<ul style="list-style-type: none"> Audit of implementation of the Talent Development Framework in lessons, unit, grade levels/courses.
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Strategy A: Advance Academic Excellence, Growth and Readiness Continued

OUTCOMES / IMPLEMENTATION	RESOURCE NEEDS	Action SUCCESS: Process Metrics
What are <u>expected outcomes and key action steps</u> for implementing the strategy?	What <u>added staff, funds, etc.</u> are required?	How do we evaluate success in <u>action implementation</u> ?

A.3 Provide expanded, timely and effective interventions for students based on data and individual needs, through all school phases, Pre-K- 12 and throughout the school year.

<ol style="list-style-type: none"> 1. Audit, advance and then monitor for effectiveness PreK-12 intervention programming to continuously improve the ability to meet the learning needs of all. 	<ul style="list-style-type: none"> • Funds needed for language support, literacy, numeracy, family engagement, mental health, executive function, assistive technology. • Funds for training teachers in classroom-based intervention and support for capturing and organization of monitoring data • Funds to review and advance the use before/after school, summer and distance learning interventions • Provide regular, ongoing flexible time for students at all levels 	<ul style="list-style-type: none"> • Monitor implementation progress of programming changes: i.e. BAS, FAST, Sonday, Hillrap, Pearson, Read Naturally, Grade checks (D's and F's lists) • Survey students and staff on intervention effectiveness • Monitor gap closing metrics, by race, poverty, academics, behavior, attendance including reasonable timelines,, participation in fine arts, sports, clubs and academic teams
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A.4 Review, develop, and implement an improved literacy program at EPS PK-12.

<ol style="list-style-type: none"> 1. Review and develop a preK-12 comprehensive literacy plan that is supported by current research to ensure that all students are College, Career, and Civic ready. 	<ul style="list-style-type: none"> • Literacy TOSA to provide development, coordination and oversight of Comprehensive Literacy Plan • Funds to clarify map of comprehensive literacy interventions 	<ul style="list-style-type: none"> • Implementation metrics for development and monitoring of comprehensive literacy plan including literacy interventions
<ol style="list-style-type: none"> 2. Embed targeted reading instruction and support it across content areas, so that learners are maximizing opportunities to strengthen their skills. 	<ul style="list-style-type: none"> • Funds for Literacy training for teachers so they are best prepared to know and recognize reading deficits as they appear. • Funds for training teachers to support reading instruction across content areas. 	<ul style="list-style-type: none"> • % of staff trained in district identified literacy strategies • % of staff trained in support for reading instruction across content areas.

A.5 Provide robust early childhood education.

<ol style="list-style-type: none"> 1. Increase participation in district Early Learning programming to ensure alignment with Kindergarten readiness skills. 	<ul style="list-style-type: none"> • Space needed in Elementary schools to support increased access • Affordable classes and scholarship dollars needed to support increased access • Funds for targeted outreach to Edina early learners can contribute to a decrease in the opportunity gap • Attract and retain quality ELC teachers and support staff. 	<ul style="list-style-type: none"> • Early Childhood programming grows enrollment.
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Strategy B: Ensure an Equitable and Inclusive School Culture

EPS welcomes, respects, supports and values everyone so students can learn effectively, develop a deeper understanding of complex issues and become empowered to contribute to the school community.

OUTCOMES / IMPLEMENTATION What are <u>expected outcomes</u> and <u>key action steps</u> for implementing the strategy?	RESOURCE NEEDS: What <u>added staff, funds, etc.</u> are required?	Action SUCCESS: Process Metrics How do we evaluate success in <u>action implementation</u> ?
B.1 Create learning environments and curricula that enable staff and students to learn from and reflect on their own and others’ experiences; explore multiple perspectives; practice civil discourse; encourage empathy; create interpersonal connections and embrace diverse identities.		
1. Students will be instructed using critical thinking models so that they can engage in civil discourse appropriate to their developmental level. Staff will use resources that reflect the diversity of our world. <ol style="list-style-type: none"> a. Provide a district roadmap/framework to guide teaching and dialogue that is always age-appropriate and equity-based, with a willingness to experience discomfort at times to help students navigate within a community of diverse backgrounds, perspectives and beliefs. b. Develop a critical thinking/civil discourse goal and implement district-wide guidance for teaching tolerance curricula. 	Professional development time, funds and resources Invest time and money in curriculum development. materials and teacher training Resources for developing district selected critical thinking framework with resource selections that involve rigorous selection rubrics aligned with our goals for diverse resources	District-level framework and curriculum guidance developed and implemented with teacher and staff training and support materials
B.2 Create a school culture that enhances learning and fosters a sense of belonging for all students through our values of Integrity, Compassion, Courage, Commitment, Appreciation and Responsibility.		
1. Conduct root cause analysis to identify what factors are preventing the participation of all families in all school events, activities, services and operations and develop a plan for expanding participation that addresses the gaps related to influence and engagement of all families. <ol style="list-style-type: none"> a. Conduct an audit of how existing site/district-level practices are working and not working for all families. Currently the participation is not representative of the student population b. Analyze the issues, causes and needs for expanding family participation and develop effective strategies for sites and the district c. Assess, analyze and adopt communication methods that work best for sharing information, collecting input, reaching out to communities, inviting participation and conducting site and district conversations that are meaningful and productive for all. 	Funding and staff/consultant time to conduct the analysis and identification of strategies for family participation at the district and site level	Audit of existing site/district-level practices conducted to identify what needs to continue and change in fostering a sense of belonging for all students and families. Root causes of family participation inequities conducted and recommendations used to develop effective strategies Meaningful and productive communication methods identified and recommendations made and adopted to substantively increase effective outreach and expanded family engagement

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<p>2. Survey students to understand belonging, create a plan to address disparities with a commitment to respond with strategies and resources based on what we learn from the survey</p>	<p>Time to develop and conduct a survey that can be used both as a baselining instrument and a progress monitoring tool.</p> <p>Time and resources for creating and responding to the belonging disparities</p>	<p>Proactive strategies identified and implemented to increase a sense of belonging for all students</p>
<p>3. Expand Peer Insights/inclusion programs across schools and grades. This should not be limited to expansion of programs to only Peer Insights.</p> <p>a. Develop programs to support all groups:</p> <p>b. Expand and encourage student participation in interest-based activities and leadership opportunities such as Student Council (This could be added to or included in Strategy E)</p>	<p>Funding needed to expand gifted programming at all levels</p>	<p>Peer Insight and other gifted programs added to all grade levels</p> <p>Increased participation of un- and underrepresented student groups in advanced academics.</p> <p>Teachers, counselors and staff trained and equipped to proactively and equitably encourage all students to gifted opportunities</p> <p>Increased participation of students in under and unrepresented groups in school activities and leadership opportunities</p>

B.3 Support equity by identifying and eliminating structural barriers to success.

<p>1. Critically review and refine all policies, procedures and practices in the district and each site using an equity lens to assure that all students’ needs are met:</p>	<p>Time and resources to develop a “tool” that critically reviews policies and practices at each site through an “equity perspective”</p> <p>Time and resources needed to administer the tool to a diverse panel of parents, teachers and community members</p> <p>Time and resources to analyze the findings and submit a report</p>	<p>All district and site policies reviewed and refined using the equity lens</p>
<p>2. Identify and develop community partnerships based on the results of reviews/audits/analyses in B.3.1 and B2.1.</p>	<p>Staff position/time to develop and sustain partnership operations</p>	<p>Partnerships with community organizations and providers develop to address structural gaps in serving all students equitably</p>

B.4 Support and retain quality, culturally competent staff with increasingly diverse backgrounds, experiences and perspectives.

<p>1. Set retention goals, strategies and supports for retaining staff of color</p> <ul style="list-style-type: none"> a. Assess the present support for staff of color currently in place and develop support strategies based on the data. b. Embed deeper, ongoing training in cultural competency embedded as part of professional development with staff. IDI could be a tool for this. c. Implement ways to recognize and reward staff who speak a second language fluently and are able to assist with translation and other language-needs at sites (consider hourly compensation paid to official interpreters). 	<p>Minimal needs. Requires development of survey to adequately assess teacher beliefs and attitudes</p> <p>Time to develop recommendations, gain stakeholder reactions and make final recommendations to the board</p> <p>Cost of training more administrators and paying for inventories. Money for existing bi-lingual and hiring new bi-lingual staff</p>	<p>Proactive plan developed and steady progress made to increase the number of culturally diverse staff/ bi-lingual staff in the next 5 years at EPS</p> <p>Training, evaluation and support in place to build the cultural competency and IDI scoring for all staff</p>
<p>2. Each site reviews with HR diversity of staff in each bargaining unit in relation to student population and given a 5-year goal for creating a staff that is more reflective of the students they serve.</p>	<p>More resources to advertise positions for culturally diverse positions, review of application processes; hiring criteria: e.g. bi-lingual or multi-lingual requirement</p>	<p>Diversity hiring goals and 5-year plans created in each bargaining unit</p>
<p>3. Formalize partnership with St Thomas to “Grow Your Own” diverse workforce</p>	<p>Apply for funding for teacher prep programs</p>	<p>“Grow Your Own” strategy developed and implemented as a key part of diversifying the EPS staffing</p>
<p>4. Expand the number of cultural liaisons to serve essential student and family needs while EPS builds a more diverse and culturally competent staff</p>	<p>Add access to and/or number of cultural liaisons to serve essential student and family needs while EPS builds a more diverse and culturally competent staff.</p>	<p>Cultural liaison service capacity increased to fulfill the family and student needs as identified in all Strategy B audits, surveys and evaluations</p>

Strategy C: Foster Positive Learning Environments and Whole Student Support

EPS fosters a caring school environment where students feel safe physically and emotionally, in order to be fully engaged in their academic, personal and social growth.

OUTCOMES / IMPLEMENTATION What are <u>expected outcomes</u> and <u>key action steps</u> for implementing the strategy?	RESOURCE NEEDS What <u>added staff, funds, etc.</u> are required?	Action SUCCESS: Process Metrics How do we evaluate success in <u>action implementation</u> ?
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C.1 Ensure students acquire and apply the social emotional competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making to promote student wellness.

1. Survey staff to determine teacher’s understanding and beliefs around social emotional learning (SEL) to move forward with tier needs assessment process	Minimal needs. Requires development of survey to adequately assess teacher beliefs and attitudes	Survey completed to clarify teachers’ current understanding of SEL
2. Conduct focus groups with secondary students as stakeholders in the development of tier 1 SEL services	Time and space with 90 Secondary students.	Student perspectives incorporate to develop Tier 1 SEL services
3. Identify universal screening and progress monitoring tools to baseline and monitor student growth in response to training	Time to research and \$\$ to purchase a baseline and monitoring tool.	Screening and progress monitoring to monitor student growth is set up and operating

C.2 Assure students have the opportunity to participate in robust extracurricular and co-curricular opportunities.

1. Action steps TBD		
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C.3 Provide students with skills for healthy lifestyles including living effectively with technology and ensure access to participate in K -12 wellness programs.

1. An identified wellness team will develop a common definition of wellness to include: medical, mental health, physical and chemical health.	Identification of appropriate stakeholders and facilitator time.	Common definition of wellness developed to include medical, mental, physical and chemical health
2. An identified wellness team, in collaboration with DMTS, will complete a review of research to determine healthy habits around technology use and recommend standards of practice for E-12.	Review time and writing time for the wellness team.	Research-based healthy standards and practices for technology use developed
3. The identified wellness team will create a skill assessment to identify specialists to deliver topical trainings on: healthy lifestyles, nutrition, the effects of technology, etc...	Development time for wellness team.	Specialists identified to deliver training on healthy lifestyles, nutrition, effects of technology etc. based on skills assessment

<p>4. An identified wellness team will study current wellness practices, research and current programming within EPS in order to develop a comprehensive E-12 wellness program</p>	<p>Time and instructional materials once identified by the wellness team.</p>	<p>Comprehensive E-12 wellness training developed after a study of current practices, research and EPS programming.</p>
<p>5. Programming and scheduling will be designed to consider and minimize student stress.</p> <ul style="list-style-type: none"> a. Collect stakeholder input to identify concerns around the current scheduling practices b. Identify and pilot different models of scheduling to reduce system and student stress c. Recommend modifications to the school calendar to decrease staff burnout and student self-reports of stress. 	<p>Time to design and pilot scheduling models. May require supplemental staffing.</p>	<p>School programming and scheduling studied and improved to minimize student stress</p>

C.4 Create environments that are conducive to learning and facilitate constructive student interaction.

<p>1. Survey staff and students to assess current educational environments and how they support learning and constructive student interactions.</p>	<p>Time to develop survey that can be used both as a baselining instrument and a progress monitoring tool</p>	<p>Educational environments assessed to identify how they currently support/don't support learning and constructive interactions</p>
<p>2. Considering results from the C4.1 survey, the SEL taskforce will recommend reallocation, renovation, or building of space to meet identified needs.</p>	<p>Reallocation would be cost neutral. Renovation and building will require substantial funds.</p>	<p>Learning spaces reallocated, renovated or built based on educational environment assessment</p>
<p>3. Identify, train and implement restorative practices to improve student and staff ratings of positive school climate.</p>	<p>Trainer costs and professional development time which will either be scheduled into existing building time or paid out in staff development funds.</p>	<p>Training to implement restorative practices completed and monitored by assessing student and staff ratings of school climate</p>

C.5 Increase the mental health support provided by caring adults

<p>1. Decrease the current high school counselor ratio of 350 students to 1 counselor to 250:1, going from 8 to 11, to 12 counselors.</p>	<p>Average cost of staff \$91,000 per FTE; Total projected cost \$364,000.</p>	<p>Counselor to student ration reduced from 350/1 to 250/1</p>
<p>2. Every student is assigned a staff member (i.e. advisor, teacher or case manager) as an advocate to create a Learner Profile and ensure consistent contact and communication.</p>	<p>Cost neutral other than planning and training time with</p>	<p>Each student is partnered with an EPS staff to create a Learner Profile and ensure consistent contact and communication</p>

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C.6 Review and develop a technology plan for students and staff.

1. Partner with DMTS to inventory of technology currently in use by students and staff.	Time and personnel to collect and organize data.	Inventory of staff and student technology use completed
2. Identify the benefits and drawbacks of each category of technology utilized.	Time to convene wellness team and DMTS leadership to analyze, review and rate collected information.	Benefits and drawbacks identified for each technology-use category
3. Make recommendations around continued use of each category of technology used.	Time to develop recommendations, gain stakeholder reactions and make final recommendations to the board.	Recommendations made for each category of technology use

Strategy D: Develop Leadership Throughout the District

Edina Public School Schools continuously develops innovative, committed, and exemplary leadership at all levels and from all constituencies, student and adult.

OUTCOMES / IMPLEMENTATION

What are expected outcomes and key action steps for implementing the strategy?

RESOURCE NEEDS

What added staff, funds, etc. are required?

Action SUCCESS: Process Metrics

How do we evaluate success in action implementation?

D.1 Identify, develop and recognize adult leaders throughout the district.

<ol style="list-style-type: none"> 1. Identify the collaborative team as a foundational structure for innovative leadership <ol style="list-style-type: none"> a. Site Leadership Teams b. Professional Learning Communities c. Intervention Teams d. Social & Emotional Learning (SEL) Teams e. Talent Development Teams 2. Identify & design targeted professional development to ensure each member of the EPS community has the capacity to perform the leadership skills necessary for academic excellence <ol style="list-style-type: none"> a. Engage the Future-Ready Learner Profile to create & implement an EPS Leadership Framework b. Identify the essential skills necessary to meet the Future-Ready Learner Profile c. Assess the capacity of our district's preparedness to lead and deliver on the Future-Ready Learner Profile d. Celebrate and actively recognize leadership in action (lift up the future ready leadership work throughout each school's community) 	<ul style="list-style-type: none"> • Future-Ready Learner Profile • Professional Development Plan (deliberately scaffolding to all levels) • Norms for Collaboration (district-wide) • Survey Instrument to assess preparedness • Collaborative for Academic Social & Emotional Learning (CASEL) Curriculum & Survey Tool (Second-Step) • Consultant Services (field experts) 	<ul style="list-style-type: none"> • Data from a Collaborative Teams Diagnostic (measuring fidelity) • Board approved Future-Ready Learner Profile • Board approved Future-Ready Leadership Framework • CASEL Assessment & Engagement Survey to Establish a baseline to compare longitudinally (allows for monitoring impact of strategies)
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<p>3. Normalize the space for human connection (relational--home to school) to fuel our professional collaboration and impact on whole child development recognizing that students' social-emotional learning work requires adults to adopt/learn first and that the district needs strong skills in this area</p> <ol style="list-style-type: none"> Each person has intrinsic value Every child feels seen, nurtured, and valued Every EPS family feels a sense of connection and belonging 		<p><u>To be developed:</u></p> <ul style="list-style-type: none"> Add specific data points for participation in professional development & ongoing implementation stages
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D.2 Provide robust and balanced professional development

<p>1. Refine, prioritize, and expand pathways for successful professional development so that relevance can be maximized for all staff.</p>	<ul style="list-style-type: none"> Funds to develop partnerships with other districts and/or universities to offer adult learning pathways Funds to develop and implement robust learning pathways for staff 	<ul style="list-style-type: none"> # of partnerships created Adult pathway participation and satisfaction ratings
<p>2. Audit current personalized learning practices for effectiveness & provide training for the 3Ps (Profiles, Pathways, and Proficiency) of the Edina Learning Framework to ensure continuity of the student experience across sites and levels.</p>	<ul style="list-style-type: none"> Funds to advance systemic training of the Edina Learning Framework Funds to create, administer and analyze data from staff, student and family surveys to monitor the learner experience. 	<ul style="list-style-type: none"> % of staff trained in the 3P's. Artifacts of implementation of the 3Ps demonstrated through the teacher evaluation process Student learning experience outcomes assessed through learner, teacher and parent surveys.
<p>3. Provide professional learning on the science of how the brain learns in order to deepen staff' understanding of effective lesson designs.</p>	<ul style="list-style-type: none"> Funds for professional training on the science of how the brain learns 	<ul style="list-style-type: none"> % of staff trained in the neuroscience of learning. Teacher Evaluation and Staff Development survey on teacher application of training.
<p>4. Continue professional learning on cultural competence so that staff are best positioned to make school relevant for all learners.</p>	<ul style="list-style-type: none"> Funds to train staff in Culturally Responsive Teaching practices 	<ul style="list-style-type: none"> Track participation in professional learning offerings for culturally responsive teaching including required and optional sessions. Teacher Evaluation and Staff Development survey on teacher application of training.
<p>5. Identify and clarify literacy training for staff (dyslexia, phonics, reading, intervention) to deepen skills of educators to meet the needs of learners.</p>	<ul style="list-style-type: none"> Timeline to facilitate the process Funds for literacy training including dyslexia, reading, intervention 	<ul style="list-style-type: none"> Track participation in literacy training Teacher Evaluation and Staff Development survey on teacher application of training.
<p>6. Ensure staff has a deep understanding in the instruction of social emotional skills and characteristics and embeds the development of those skills throughout the school environment to address the whole child.</p>	<ul style="list-style-type: none"> Funds for professional learning in social emotional development 	<ul style="list-style-type: none"> Track participation in Social Emotional training Teacher Evaluation and Staff Development survey on teacher application of training.

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<p>7. Provide professional learning on parent communication strategies in order to elevate clarity in meeting the needs of families.</p>	<ul style="list-style-type: none"> Funds for professional learning in parent communication strategies 	<ul style="list-style-type: none"> Track participation in parent communication strategies training Teacher Evaluation and Staff Development survey on teacher application of training.
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D.3 Develop students as leaders, encourage student voice, and promote civic engagement.

<p>1. Use the Future-Ready Learner Profile to design or inform the appropriate selection of a student leadership curriculum</p>	<ul style="list-style-type: none"> Future-Ready Learner Profile Create Task Force to determine what success looks like (must include students) Research & Identify a model for Student Leadership Curriculum Establish conditions for creating a master schedule School board discussion & action around student inclusivity 	<ul style="list-style-type: none"> School board policy approved that outlines commitment to student inclusivity Decision-making at the site or district level is informed by student input Increased participation in student leadership experiences in and outside of the school
<p>2. Implement multiple pathways for students to access and engage in student leadership learning experiences</p> <ol style="list-style-type: none"> Explore implications for master scheduling and modify to include universal access to student leadership experiences Ensure that a student’s academic readiness does not prevent access from student leadership experiences 		
<p>3. Implement student advisory boards (elementary, middle, and high school)</p> <ol style="list-style-type: none"> Center their efforts around civic engagement Frame communication as reciprocal--cascading up and down Representative of the entire population 		
<p>4. Include student representation on the school board</p> <ol style="list-style-type: none"> Create a formal student liaison seat on the board Ensure deliberate inclusion of EPS student voice and representation at board meetings (celebrate successes and intentionally include student perspectives in decision-making) 		

D.4 Develop and maintain a culture of continuous improvement based on evidence,

<p>1. Continue to advance the development of collaborative teams (PLCs) that use data to inform instruction (including pathways)</p> <ol style="list-style-type: none"> Create an EPS collaborative teams playbook Implement ongoing professional development for principals, site-leadership teams, and learning specialists on the use of data to inform instruction and respond to student evidence of learning Cultivate a core belief in the power and influence of collaborative teams at all levels of the organization 	<ul style="list-style-type: none"> Professional Development Framework for <i>Data Literacy and Collaborative Analysis of Student Learning</i> EPS Collaborative Teams Playbook & Aligned Professional Development Designation of GO Team Members Data Days, Early Release Days 	<ul style="list-style-type: none"> Established framework for data literacy and collaborative analysis of student learning Refined data dashboard to support educator’s use of data Professional Development Calendar for tiered learning Each site has a robust Multi-Tiered System of
<p>2. Deepen the use of data & assessment literacy to drive continuous improvement through an inquiry-based cycle</p> <ol style="list-style-type: none"> Generate SMART Goals for academic, socio-emotional, and behavioral expectations for student performance 		

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<ul style="list-style-type: none"> b. Develop and use quality assessments/continuums to measure and monitor student performance c. Promote celebration as a core value within EPS 		Support (MTSS) established and is aligned with the district MTSS plan.
<ul style="list-style-type: none"> 3. Actively interrupt systems and practices that perpetuate the marginalization of underserved student populations within EPS <ul style="list-style-type: none"> a. Provide professional development for EPS leaders to facilitate data discussions and equip staff to leverage Multi-Tiered Systems of Support to ensure each learner’s unique needs are met b. Conduct quarterly Growth & Opportunity (GO) meetings to monitor the impact of adult actions on student performance (academic, socio-emotional, and behavioral) 		

D.5 Provide strategy and direction for predicted enrollment and demographic trends while retaining current students,

1. Complete an enrollment analysis of Edina School District which includes housing, demographic, market share, and geographical variables.	Consultant to conduct study of variables acting on enrollment	Completion of Study and recommendations developed
2. Survey parents on the variables that enroll their students in Edina Public Schools	Survey of Out bound Families	Presentation of Survey Results
3. Develop a long-range enrollment model based on variables acting on student enrollment	Staff Time to build model	Enrollment Model Presented and Used
4. Collect information through focus groups and surveys on neighborhoods that show low or declining enrollment to understand perceptions of parents and students.	Consultant and/or Staff Time	Focus Group Results Presented
5. Review and if necessary reform the enrollment reporting process for School Board and Community.	Staff Time to design Enrollment Reporting	Enrollment Report presented to Board

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Strategy E: Engage Parents, Schools and Community
Edina Public Schools works in partnership with parents, students, staff, alumni and community to serve as a reflection of Edina’s strong commitment to education.

OUTCOMES / IMPLEMENTATION What are <u>expected outcomes and key action steps</u> for implementing the strategy?	RESOURCE NEEDS What <u>added staff, funds, etc.</u> are required?	Action SUCCESS: Process Metrics How do we evaluate success in <u>action implementation</u> ?
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E.1 Provide engagement opportunities and information about Edina Public Schools to the community so that all community members feel connected and know how to contribute to our collective success.

1. Develop and communicate framework for role of community in decision making	Staff time	Framework completed, published and communicated to clarify the community role in district decision-making clarified and communicated in a framework
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2. Develop marketing materials to promote the value of an Edina education	Staff time/materials cost	Marketing materials and products developed to promote the value of an Edina education
3. Create alumni/community opportunities to connect to the district	N/R Staffing	Program established between multiple partners

E.2 Build upon the robust community education opportunities and offerings for all learners (Pre-K-Adult).

1. Reinvigorate marketing, communications and engagement strategies to reintroduce our programs to new and evolving audiences and create programs that respond to evolving community needs	\$ for consulting assistance	Marketing and communications materials created
2. Deepen partnerships with internal partners to enhance learning beyond the school day and student leadership opportunities (see also D5)	Staffing	Internal partnerships audited in order to improve/increase ways to expand student leadership opportunities and learning beyond the school day
3. Integrate transition programs and materials with communications (Birth, entering K, MS, EHS)	Staffing collaboration between schools and district for unified message	Products created and survey of families in these transition areas. Communication about transition programs integrated into ongoing communication and marketing efforts

E.3 Ensure all students and their families are engaged and well-served by the communications and all other interactions with EPS.

1. Audit current communications and systems to better understand the needs of parents, students, affinity groups, and to ensure equitable access, effective organizations and valuable/right sharing of information. a. Develop new website b. Every district communication is published with the top three most commonly spoken languages at EPS	\$\$ for staff time to create/sustain partnership with vendors	Audit of current communications and community outreach systems completed and data gathered for improving equitable access and value of information New website developed and published based on audit findings Decision-making framework/protocol established for classifying district communication translation
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E.4 Leverage partnerships with community groups, businesses, local and state government agencies and individuals to strengthen and foster relationships with EPS.

1. Ensure community members experience a welcoming environment through customer service	\$\$ for training time for staff; signage and space enhancements	Ongoing, real-time process improvements made based on regular customer service surveys
2. Develop a network of influencers to promote and support EPS	Staffing	Program developed: Network of influencers developed and actively building relationships between EPS and community members/organizations

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<p>3. Build upon our community partnership/volunteering program to develop a framework that allows for multiple contact/entry points and creates a deeper relationship between partners and the school system.</p> <ul style="list-style-type: none"> a. Evaluate current volunteer program to determine opportunities for growth and opportunities to better meet student/staff/community needs b. Framework developed and implemented 	<p>Staffing, collaboration time</p>	<p>Phase 1 and Phase 2 of partnership framework is created providing more real-world opportunities for students, staff and community.</p>
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E.5 Ensure strong financial stewardship and provide information that is accessible to all members of our community and demonstrates and promotes the value of an Edina education.

<p>1. Publish annual financial reports and provide plain language</p>	<p>Staffing</p>	<p>Narrative created for reports FAQ is created to provide clarity of school finance Audit is published with a link to state dashboard to do comparisons</p>
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E.6 Create assessment data dashboard.

<p>1. Create and systematize all the processes required to operate and use the dashboard to track strategic progress</p>	<p>\$\$\$ for staffing and expertise needed to establish surveys, and all other progress tracking processes</p>	<p>External dashboard metrics created as a part of the strategic plan Dashboard operational and transparent</p>
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Appendix A: Plan Development Steps

Step I: Assess District STATUS

August 2018 – December 2018

A. STAKEHOLDER Input

September – November 2018

Meetings and surveys were conducted to seek views and advice about the current status and future needs of the district from parents, students, teachers, staff and district community members through the following:

- ❖ 4 Community Meetings
- ❖ 4 Parent Focus Groups at the Elementary, Middle and High Schools
- ❖ On-line Survey with 2000 responses
- ❖ 1 Student Meeting with High School Students
- ❖ 3 Staff Forums involving teachers, administrators and all other staff
- ❖ 40 Stakeholder Interviews

B. DATA Collection

September – December 2018

Key information from various sources was gathered to inform future directions:

- ❖ District Overview Community/District Profiles | Governance | Student Achievement statistics
- ❖ Peer District Comparisons Eden Prairie, Mahtomedi, Orono, Minnetonka, Wayzata
- ❖ National Trends and Issues Career and Technical education | Focus on all grades equally
Focus on all students' needs | Educational technologies | Meeting special needs

Step II: Develop District DIRECTIONS

January 2019 – Spring 2020

A. DRAFT PLAN Development

January 2019 – Spring 2020

Based on the findings and conclusions of the stakeholder input and data collections, the School Board worked with staff input to draft the Edina Public Schools directions, including the mission, vision, core values, priority strategies and goals.

- ❖ Draft the MISSION, VISION and CORE VALUES
- ❖ Identify PRIORITY STRATEGIES
- ❖ Seek STAFF REVIEW and input and refine priority strategies
- ❖ Develop DRAFT STRATEGIC DIRECTIONS and Expected OUTCOMES

B. STAKEHOLDER Review

September – October 2019

District parents, students, teachers, staff and community were invited to review and evaluate the strategic directions and provide feedback to assure that they addressed the district needs and provided a useful guide for EPS development

C. REFINEMENT of Directions

December 2019 – February 2020

The School Board examined the stakeholder input, revised the draft strategic directions based on the feedback and advice and developed a draft directions document for School Board discussion and approval at the January and February meetings including the mission, vision, core values and beliefs, priority strategies and expected outcomes.

Step III: Initiate the 2020-2025 STRATEGIC PLAN

January 2019 – Spring 2020

A. IMPLEMENTATION PLAN DEVELOPMENT

January – Spring 2020

Staff leaders worked with the School Board to develop an action roadmap for achieving the strategic directions including:

- ❖ Actions: Specific short and long-term initiatives and action steps.
- ❖ Resources: Projection of time, human, physical and/or financial resources to support action
- ❖ Process metrics: Benchmarks for measuring implementation progress and success

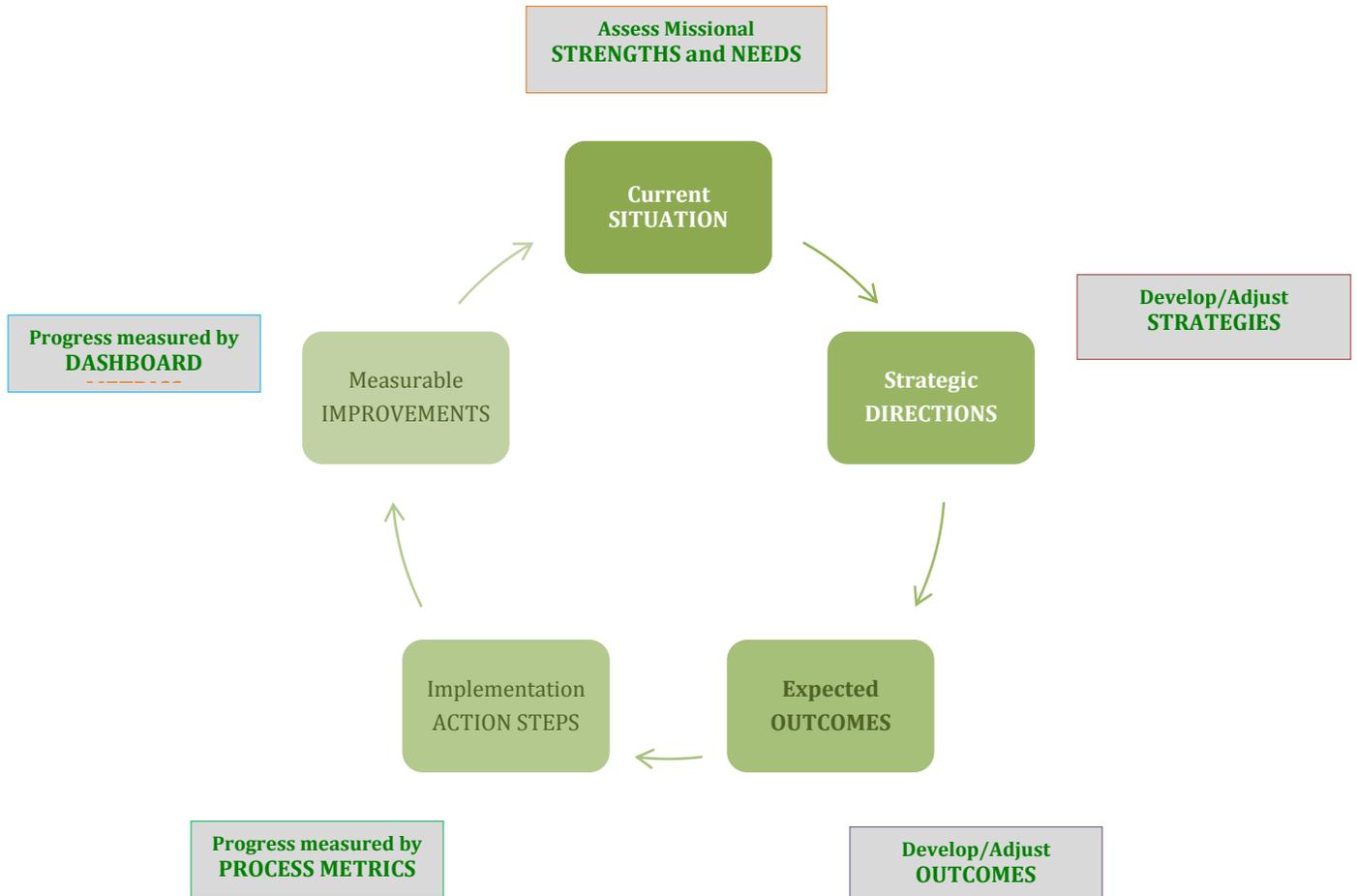
B. APPROVAL of the Strategic Plan

Spring 2020

The 2020-2025 EPS Strategic plan will be reviewed and discussed at the May School Board Meeting and approved at the June School Board Meeting to guide EPS district development 2020 – 2025 with procedures for coordinating, steering and monitoring strategic implementation.

Appendix B: "Living" Strategic Plan Process

Engaging with a "Living" Strategic Plan to Guide EPS Development



Edina Public Schools Strategic Plan Gantt Chart

○= Planning Phase ⊙= Development Phase ●= Implementation Phase

Strategy A: Advance Academic Excellence, Growth and Readiness

Edina Public Schools provides our students with access to a comprehensive curriculum that develops critical thinking skills and dispositions, and assures students are ready for their next level and the challenges and opportunities in the next phase of life.

Expected Outcomes	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
A.1 Design and deliver curriculum, instruction and assessment focused on content rigor, critical thinking, student engagement and continuous improvement to assure academic achievement and student growth.	○	⊙	●	●	
A.2 Provide a coherent and differentiated educational experience that effectively engages, appropriately challenges every student academically.		○	⊙	●	●
A.3 Provide expanded, timely and effective interventions for students based on data and individual needs, through all school phases, Pre-K- 12 and throughout the school year.	○/ ⊙	●	●		
A.4 Review, develop, and implement an improved literacy program at EPS PK-12.	○	⊙	●	●	
A.5 Provide robust early childhood education.			○	⊙	●

○= Planning Phase ⊙= Development Phase ●= Implementation Phase

Strategy B: Ensure an Equitable and Inclusive School Culture

EPS welcomes, respects, supports and values everyone so students can learn effectively, develop a deeper understanding of complex issues and become empowered to contribute to the school community.

Expected Outcomes	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
B.1 Create learning environments and curricula that enable staff and students to learn from and reflect on their own and others' experiences; explore multiple perspectives; practice civil discourse; encourage empathy; create interpersonal connections and embrace diverse identities.				○	◎
B.2 Create a school culture that enhances learning and fosters a sense of belonging for all students through our values of Integrity, Compassion, Courage, Commitment, Appreciation and Responsibility.	○	◎	●	●	
B.3 Support equity by identifying and eliminating structural barriers to success.			○	◎	●
B.4 Support and retain quality, culturally competent staff with increasingly diverse backgrounds, experiences and perspectives.			○	◎	●

○= Planning Phase ◎= Development Phase ●= Implementation Phase

Strategy C: Foster Positive Learning Environments and Whole Student Support

EPS fosters a caring school environment where students feel safe physically and emotionally, in order to be fully engaged in their academic, personal and social growth.

Expected Outcomes	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
C.1 Ensure students acquire and apply the social emotional competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making to promote student wellness.	⊙	●			
C.2 Assure students have the opportunity to participate in robust extracurricular and co-curricular opportunities.			○	⊙	●
C.3 Provide students with skills for healthy lifestyles including living effectively with technology and ensure access to participate in K -12 wellness programs.			○	⊙	●
C.4 Create environments that are conducive to learning and facilitate constructive student interaction.				○	⊙
C.5 Increase the mental health support provided by caring adults.			○	⊙	●
C.6 Review and develop a technology plan for students and staff.		○	⊙	●	●

○ Planning Phase ⊙ Development Phase ● Implementation Phase

Strategy D: Develop Leadership Throughout the District

Edina Public School Schools continuously develops innovative, committed, and exemplary leadership at all levels and from all constituencies, student and adult.

Expected Outcomes	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
D.1 Identify, develop and recognize adult leaders throughout the district.	○	⊙	●		
D.2 Provide robust and balanced professional development.		○	⊙	●	
D.3 Develop students as leaders, encourage student voice, and promote civic engagement.		○	⊙	●	
D.4 Develop and maintain a culture of continuous improvement based on evidence.		○	⊙	●	
D.5 Provide strategy and direction for predicted enrollment and demographic trends while retaining current students.		○	⊙	●	

○= Planning Phase ⊙= Development Phase ●= Implementation Phase

Strategy E: Engage Parents, Schools and Community

Edina Public Schools works in partnership with parents, students, staff, alumni and community to serve as a reflection of Edina’s strong commitment to education.

Expected Outcomes	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
E.1 Provide engagement opportunities and information about Edina Public Schools to the community so that all community members feel connected and know how to contribute to our collective success.	○	⊙ ●	●		
E.2 Build upon the robust community education opportunities and offerings for all learners (Pre-K-Adult).			○	⊙	●
E.3 Ensure all students and their families are engaged and well-served by the communications and all other interactions with EPS.		○/⊙	●	●	
E.4 Leverage partnerships with community groups, businesses, local and state government agencies and individuals to strengthen and foster relationships with EPS.			○/⊙	●	
E.5 Ensure strong financial stewardship and provide information that is accessible to all members of our community and demonstrates and promotes the value of an Edina education.		○/⊙	●		
E.6 Create assessment data dashboard.	⊙ ●				

○ Planning Phase ⊙ Development Phase ● Implementation Phase



Board Meeting Date: 5/18/2020

TITLE: Policy Review

TYPE: Discussion

PRESENTER(S): Board Policy Committee

BACKGROUND: The following policy has been modified to align with district practice:

- 510 – Open Enrollment

RECOMMENDATION: Review the policy with an eye toward accepting the revised version at the next regular School Board meeting.

ATTACHMENTS:

1. Policy 510 – Open Enrollment

Students

Open Enrollment

I. Purpose

The school district desires to maintain a diverse student population and will participate in the enrollment options program established by state law, and the provisions and requirements of the Minneapolis Transportation Students program. The district may also accept nonresident students through tuition payment. This policy sets forth the application and exclusion procedures used by the district in determining whether to accept nonresident students.

II. General Statement of Policy

A. Eligibility

Applications for enrollment under this policy will be approved, provided that acceptance of the application will not exceed the capacity of a program, excluding special education services; class; grade level; or school site as established by school board resolution and provided that:

1. Space is available for the applicant under class size guidelines established by school board action or other directive; and
2. In considering the enrollment capacity of a grade level and/or school building, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the district; or (b) the number of district resident students at that grade level enrolled in a nonresident district in accordance with state law.
3. The applicant is not otherwise excluded by action of the district because of previous conduct in another district.

B. Standards That May Be Used for Rejection of Application

In addition to the provisions of section II.A, the district may refuse to allow a student who is expelled under state law to enroll during the term of the expulsion if the student was expelled for:

1. Possessing a dangerous weapon, including a weapon, device, instruments, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, with the exception of a pocket knife with a blade less than two and one-half inches in length, at school or a school function;

2. Possessing or using an illegal drug at school or a school function;
3. Selling or soliciting the sale of a controlled substance while at school or a school function; or
4. Committing an act classified as third-degree assault or greater involving assaulting another and inflicting substantial bodily harm.

C. Standards That May Not Be Used for Rejection of Application

The district may not use the following standards in determining whether to accept or reject an application for nonresident enrollment:

1. Previous academic achievement of a student;
2. Athletic or extracurricular ability of a student;
3. Disabling conditions of a student;
4. A student's proficiency in the English language;
5. The student's district of residence, except where the district of residence is directly included in an enrollment option strategy included in an approved achievement and integration program; or
6. Previous disciplinary proceedings involving the student. This will not preclude the district from proceeding with exclusion as set out in Section II.F of this policy.

D. Application for Enrollment Options Program

1. The student and parent/guardian must complete and submit the School District Enrollment Options Program application developed by the Minnesota Department of Education.
2. The application deadline is January 15, preceding the school year for which attendance is desired.
3. The district will notify the nonresident parent/guardian and the resident district if an application has been accepted or rejected, in most cases, by February 15. The nonresident applicant must notify the district's Student Enrollment Center of the student's commitment to attend by March 1.
4. If the number of nonresident student applicants exceeds the number allotted, as determined by school board action (see Section II.A), a lottery will be used to determine applicant placements. The lottery will be

completed by the district administration and families will be notified of their lottery status.

5. The lottery status for a family will remain through the duration of the school year for which they sought admittance. The lottery status will not carry forward to the upcoming school year as a new lottery will be completed as outlined in section II (i.e., the lottery position for the family seeking admittance for school year A will remain through the duration of school year A; a new application is required for school year B).

E. Transportation

The parent/guardian accepts responsibility for transporting the student to the border of the school district unless transportation is provided for under a state or federal subsidy program, or the family lives in a district-approved transportation area. The district will then transport the student to school from the border.

F. Exclusion

1. Administrator's Initial Determination

If a district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should be initiated.

2. Review

The superintendent or designee may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent or designee determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, the district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

G. Termination of Enrollment

1. The district may terminate the enrollment of an open enrolled student enrolled under an enrollment options program pursuant to Minn. Stat. § 124D.03 or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minn. Ch. 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under 17 years of age

who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days if the child is in middle school, junior high school or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school under state law.

2. The district may also terminate the enrollment of an open enrolled student over 17 years of age if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under state law.
3. A student who has not open enrolled in the district in accordance with this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school.

Prior to removal from the district, the district will send a written notice of the district's belief that the student is not a resident of the district to the student's parents. The notice will include (1) the facts upon which the belief is based and (2) notice to the parents of their opportunity to provide documentary evidence showing residency in person or in writing to the superintendent or designee. The superintendent or designee will make the final determination as to the residency status of the student.

III. Open Enrollment Placement

- A. The district will use a lottery in placing students, following the priorities noted below:
 1. Priority One: Currently Enrolled Students
Nonresident students already enrolled before January 15 of each year will be given a Priority One for continuance at the Edina school at which they are currently enrolled.
 2. Priority Two: Intra-district Transfer Requests
Nonresident students, who are already enrolled, may request a transfer to another site. The request must be written and submitted to the superintendent/designee for consideration.
 3. Priority Three: Staff Siblings – Nonresident Students
Students of district employees, with current open enrolled siblings, will be given priority if the parent/guardian has submitted a request for admission to the district by January 15.
 4. Priority Four: Siblings - Integration and Achievement Plan Students
Siblings of current enrolled students and applications related to an approved

integration and achievement plan will be given priority if their request for admission has been submitted to the district by January 15.

5. Priority Five: Siblings – Nonresident Students
Siblings of current open enrolled students will be given priority if their request for admission has been submitted to the district by January 15.
6. Priority Six: Staff Requests – Nonresident Students
Students of district employees, who are residents of other districts, will be given priority if the parent/guardian has submitted a request for admission to the district by January 15.
7. Priority Seven: Integration and Achievement Plan Students
Nonresident students and applications related an approved integration and achievement plan will be given priority if their request for admission has been submitted to the district by January 15.
8. Priority Eight: Student is a resident of the City of Edina, but the resident school district for the student’s Edina home is not Edina Public Schools, and student seeks enrollment in Edina Public Schools.
9. Priority Nine: Open Enrollment – Nonresident Students
Nonresident students who have submitted their requests for admission to the district by January 15.
10. Priority Ten: Enrollment Options – Nonresident Students
In the event space continues to be available after January 15, families may apply under the Open Enrollment Agreement for Admission to Edina Public Schools.

~~B. Interdistrict Desegregation Magnet Schools: Open enrollment students desiring to attend an interdistrict desegregation magnet school (former FAIR schools, now with the Robbinsdale and Minneapolis School Districts) must apply through their resident district.~~

~~—Applying for enrollment in one of these schools does not jeopardize the student's standing as an open enrollment student in Edina. However, if a student is accepted and enrolls in an interdistrict desegregation magnet school, he or she will lose his or her status as an open enrollment student in Edina and the cost of participation in this program will be the responsibility of the student's resident district.~~

~~—Students enrolling and then leaving one of these schools prior to graduation would need to reapply to regain their open enrollment status in Edina. Students reapplying under this provision will be placed in a priority category, based on their status as of the time of their reapplication.~~

IV. Student Tuition Fees

The tuition charges for nonresident pupils will be as follows:

- A. The school district may admit students residing outside the district who do not qualify for transfer under the Enrollment Options Program, if space is available. Attendance at schools of the district will be contingent upon the payment of tuition unless the school board, by specific action, alters or disregards the tuition charges.
- B. The tuition rate for nonresident students not admitted under Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District) or Minn. Stat. § 124D.03 (Enrollment Options Program) is the rate calculated by the superintendent or designee.
- C. Tuition payments must be made monthly in advance, the first payment being due on the date the student is registered in the district, and subsequent payments are due on the corresponding date of each month thereafter. If tuition is not paid within 15 days after it is due, the nonresident child will no longer be enrolled in the district. Reinstatement will be at the discretion of the school board.
- D. Nonresident tuition will be waived and the payment for the current month refunded if residence is established in the district on or before the final date of the month for which tuition has been paid.

Legal References:

Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)
Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District)
Minn. Stat. § 124D.68 (High School Graduation Incentives Program)
Minn. Ch. 260A (Truancy)
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant Defined)
Op. Minn. Atty. Gen. No. 169-f (August 13, 1986)
Indep. Sch. Dist. No. 623 v. Minn. Dept. of Educ., Co. No. A05-361, 2005 WL 3111963
(Minn. App. 2005) (unpublished)

Cross References:
Policy 506 (Student Discipline)
Policy 517 (Student Recruiting)

Policy
adopted: 5/19/08
amended: 3/15/10
amended: 2/21/12
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revised: 2/23/15
revised: 12/12/15
revised: 10/24/16
revised: 12/11/17

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota



Board Meeting Date: 5/18/2020

TITLE: Pay to Ride Transportation Option

TYPE: Discussion

PRESENTER(S): Board Policy Committee; John Toop, Director of Business Services; David White, Transportation Supervisor

BACKGROUND: The suggested edits to Policy 713 – Transportation and related attachment reflect a desire by the District to offer a Pay to Ride option for eligible families living in the non-transportation zone. The non-transportation zone is defined as elementary students (K-5) who live 0.7 mile or less from school; and Middle and High School students who live 1 mile or less from the school. This is in accordance with Minnesota Statute 123B.36, which authorizes charging a fee for transportation service.

RECOMMENDATION: Discuss the proposed policy change.

PRIMARY ISSUE(S) TO CONSIDER: Whether to offer a Pay to Ride transportation option to eligible district families.

ATTACHMENTS:

1. Policy 713 – Transportation (with suggested edits);
2. Amended language for District's transportation webpage.

Noninstructional Operations and Business Services

Student Transportation

I. Purpose

This policy addresses the school district's obligations to its students, nonpublic students, and the provision of extracurricular transportation. It also provides guidance to students and their families regarding their obligations as safe riders of school transportation.

II. General Statement of Policy

- A. The district will provide for the transportation of students in a manner that protects their health, welfare and safety.
- B. The district recognizes that transportation is an essential part of the district services to eligible students and families while also recognizing that transportation is a privilege and not a right for these eligible students.
- C. The district recognizes the rights of nonpublic school students regarding transportation services and provides equal transportation as required by law.
- D. The district will determine whether to provide transportation to students, spectators, or participants for extracurricular activities.

III. Student Safety

A. Student Training

1. The district provides students with age-appropriate school bus safety training of the following concepts:
 - a. Transportation by school bus is a privilege, not a right;
 - b. District policies for student conduct and school bus safety;
 - c. Appropriate conduct while on the bus;
 - d. Danger zones surrounding a school bus;
 - e. Procedures for safely boarding and leaving a school bus;
 - f. Procedures for safe vehicle lane crossing; and
 - g. School bus evacuation and other emergency procedures.
2. Students in kindergarten through grade 6 who are (1) transported by school bus and (2) enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school.
3. Students in grades 7 through 10 who have not previously received school bus training and are (1) transported by school bus and (2) enrolled during the first or

second week of school will receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school.

4. Students in kindergarten through grade 10 who (1) enroll in the district after the second week of school; (2) are transported by school bus, and (3) have not received training in their previous school district will undergo school bus safety training or receive bus safety instructional materials within four weeks of their first day of attendance.
5. Students in kindergarten through grade 3 will receive school bus safety training two times during the school year.
6. The district will conduct a school bus evacuation drill for all student riders at least once during the school year.

B. Parent and Guardian Responsibilities

1. Review the district's student bus rider responsibilities (Appendix I) with your child(ren);
2. Support safe bus riding and walking practices;
3. Recognize students are responsible for their actions;
3. Communicate safety concerns to building administrators;
4. Monitor bus stops, when possible;
5. Have your child(ren) to the bus stop five minutes before the bus arrives;
6. Have your child(ren) properly dressed for the weather; and
7. Have a plan in case the bus is late.

C. Student Conduct on Buses and Consequences for Misbehavior

1. Riding the school bus is a privilege, not a right.
2. The district's student behavior policies, guidelines and rules are in effect for all students on school buses, including nonpublic school students.
3. Consequences for school bus or bus stop misbehavior will be imposed by the district in accordance with the discipline guidelines developed by the district.
4. Consequences for misbehavior may include suspension of bus privileges.

D. Procedures for Reporting Student Misbehavior

1. Parents or student should report concerns regarding student misbehavior to the building principal or the district transportation supervisor. The bus driver will report student misbehavior to the district's transportation office.
2. The district's transportation office will report the student misbehavior to the appropriate building administrator.

3. Misbehavior may be reported to local law enforcement in accordance with the district's discipline guidelines and as required by state and federal law.
 4. Records of school bus or bus stop misbehavior will be forwarded to the individual school building and will be retained in the same manner as other student discipline records.
- E. Bus drivers perform post-trip inspections to check for any children or items left behind.

IV. Emergency Procedures

- A. When possible, a bus driver or ~~his or her~~ their supervisor will call "911" or the local emergency phone number in the event of a serious emergency.
- B. A bus driver's main responsibility is the safety and well-being of ~~his or her~~ their students. See also Appendix IV.
- C. A bus driver will adhere to the standards set forth in the *Minnesota School Bus Driver's Handbook: A Guide to Safe School Bus Transportation in Minnesota* and transportation department policies regarding emergency situations.
- D. All bus drivers will be trained in basic first-aid procedures.
- E. Bus drivers assigned to routes serving students with disabilities are trained on the proper methods for assisting students with a disability including, but not limited to, assisting disabled students on and off the bus when necessary for their safe ingress and egress from the bus and ensuring that protective safety devices are in use and fastened properly.
- F. Emergency health information is maintained on the school bus for students requiring special transportation services because of their disability. The information includes:
 1. Student's name and address;
 2. Nature of the student's disabilities;
 3. Emergency health care information; and
 4. Names and telephone numbers of the student's physician, parents or guardians.

V. Provision of Transportation

- A. The district will provide transportation to students in accordance with state and federal laws. When transportation is provided, the scheduling of routes, location of bus stops, the manner and method of transportation, control and discipline of the transported students, if fees are assessed, and all other transportation-related matters are in the sole discretion, control, and management of the district. (See Appendix I.)

~~B. The district will not provide transportation to students living in their school's non-transportation zone. See Appendix I.~~

~~C.~~ Upon the request of a parent or guardian, the district will provide transportation to and from school for all resident students living in a transportation zone as noted in the district's Transportation Routes and Services (Appendix ~~I~~^{IV}), except for those students whose transportation privileges have been suspended.

~~C.D.~~ The parent or guardian may designate a day care facility, respite care facility, the residence of a relative, or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet all other eligibility requirements.

~~D.E.~~ Only students assigned to the school bus by the school district are transported by the district. The number of students or other authorized passengers transported in a school bus will not be more than the legal capacity for the bus.

~~E.F.~~ Upon the request of a parent or guardian and depending on bus capacity, the district will provide transportation to a nonresident student within the district borders at the same level of services as the district provides to its resident students.

~~F.G.~~ The district will reasonably accommodate the transportation needs of a student with a disability in accordance with applicable state and federal laws.

~~G.H.~~ The district will provide homeless students with transportation services in accordance with applicable state and federal laws.

~~H.I.~~ The district may charge fees for transportation of students to and from school when authorized by state law. If the district charges fees for transportation, the district must develop guidelines to ensure no student is denied transportation due to inability to pay.

~~I.J.~~ The district may charge reasonable fees for transportation to and from postsecondary institutions for students enrolled under the postsecondary enrollment options program.

VI. Nonpublic School Students

A. The district will provide equal transportation within the school district for all students to any school when the district deems transportation is necessary because of distance or traffic conditions and as provided in state law.

B. The district will transport a district-resident, nonpublic-school student to the district boundary where the distance from the nonpublic school student's residence to the district boundary is the same or less than the district transports its students within the district.

- C. When transportation is provided; the scheduling of routes, the manner and method of transportation, control and discipline of the transported students, and all other transportation-related matters are in the sole discretion, control and management of the district.

VII. Extracurricular Transportation

A. Arrangement of Transportation

District administration determines whether to provide transportation for only district-sponsored extracurricular activities. This determination includes:

1. The decision to provide transportation;
 2. The type, method, and manner of transportation;
 3. The scheduling and coordination of transportation;
 4. All other transportation arrangements and decisions; and
 5. Informing employees involved with extracurricular activities of the arrangements and decisions.
- B. The district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, when attendance is optional.
 - C. An employee, who is not an administrator, will not arrange, schedule or coordinate transportation for extracurricular activities, unless specifically directed to and approved by an administrator.
 - D. If the district makes no arrangements for extracurricular transportation, participating students must arrange for their own transportation.

VIII. Employee Use of Personal Vehicles

- A. An employee must not use a personal vehicle to transport a student, however, an employee may make appropriate transportation arrangements when emergency situations arise. If an emergency situation arises, the relevant facts and circumstances must be reported to district administration as soon as possible.
- B. Any personal vehicle used to transport students must be properly registered and insured.

IX. Operating Rules and Procedures

- A. School buses are operated in accordance with state and federal laws, procedures contained in the *Minnesota School Bus Driver's Handbook: A Guide to Safe School Bus Transportation in Minnesota*, and transportation department policies.

B. Diesel Exhaust Fumes

1. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
2. To the extent practical, the district will designate school bus loading and unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.

C. Use of Cell Phones or Other Mobile Devices

1. An employee may not operate a district vehicle while using a cellular phone or other mobile device when the vehicle is in motion or students are located on the vehicle, except in the event of a serious emergency.
2. In the event of a serious emergency, the employee must stop the vehicle to operate the cellular phone or other mobile device, unless the serious emergency prevents stopping the vehicle.

X. Qualified Driver of Type III Vehicle (see also Appendix V)

1. A qualified driver of a Type III vehicle must be an employee or agent of the district who possess a Class A, B, C or D license. If the driver does not have a school bus endorsement, the driver must:
 - a. Be an employee or contracted agent of the district;
 - b. Complete annual training and certification; and
 - c. Have a background check that satisfies state requirements.
2. If the qualified driver is not employed by the district solely for providing transportation services to students, the employee is exempt from the following requirements of other district vehicle drivers:
 - a. Physical examination; and
 - b. Pre-employment drug and alcohol testing.

XI. Vehicle Inspection and Maintenance

- A. District vehicles will be maintained in safe operating condition through a systematic, preventive maintenance and inspection program.
- B. All district vehicles are inspected in accordance with state and federal laws.
- C. A copy of the current daily pre-trip inspection report is carried on the bus by the bus driver. Daily pre-trip inspections are maintained in accordance with the district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.

D. Bus drivers perform daily post-trip inspections to check for vandalism.

XII. Bus Driver Duties and Responsibilities

A. All district bus drivers receive departmental training and must demonstrate the skills and knowledge to transport students in a safe and legal manner. Bus drivers have the following duties and responsibilities:

1. Safely operate the school bus;
2. Understand student behavior, including issues related to students with disabilities;
3. Ensure orderly conduct of students of the bus and handle incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road, and district policies;
5. Handle emergency situations;
6. Safely load and unload students;
7. Perform required inspections; and
8. Demonstrate proficiency in first-aid and cardiopulmonary resuscitation (CPR) procedures.

XIII. Transportation Supervisor Duties and Responsibilities

The transportation supervisor coordinates district transportation and has the day-to-day responsibility for student safety. The transportation supervisor duties include, but are not limited to:

- A. Implementing district transportation policies, appendices and procedures;
- B. Ensuring district policy and appendices conform with state and federal law;
- C. Reviewing the bus safety training program of each school site to determine that the programs comply with district policy and state law;
- D. Communicating student misbehavior to building administrators;
- E. Reporting misbehavior occurring on the bus or near loading/unloading areas and causing an immediate and substantial danger to the student or surrounding persons or property to local law enforcement;

- F. Certifying, as required by law, that each bus driver employed by the district has received the required training and that each bus driver has been evaluated and meets the required bus driver training competencies; and
- G. Determine that district school buses meet the standards and equipment requirements of state law.

Any questions regarding student transportation or this policy may be addressed to the district's transportation supervisor.

XIV. Student Transportation Safety Committee

The district may establish a student transportation safety committee. If established, the chairperson of the student transportation safety committee will be the school district's transportation supervisor. Membership in the committee may include parents, district administrators, school bus drivers, local law enforcement officials, other district employees, or representatives from other units of local government.

Legal References:

- Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
- Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
- Minn. Stat. § 123B.90 (School Bus Safety Training)
- Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
- Minn. Stat. § 169.011 subd. 71(d) (Definition of a School Bus)
- Minn. Stat. § 169.454 subd. 13 (Type III Vehicle Standards-Exemption)
- Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
- Minn. Stat. § 169.446, Subd. 2 (Driver Training Programs)
- Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
- Minn. Stat. § 169.454 (Type III Vehicle Standards)
- Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
- Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
- 42 U.S.C. § 11432

Policy

- adopted: 1/10/11
- Revised: 9/22/14
- Revised: 6/12/17
- Revised: 7/16/18

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

APPENDIX I to POLICY 713

TRANSPORTATION ROUTES AND SERVICES

~~A. The State of Minnesota currently requires transportation services for students who reside more than 2 miles from school. Edina Public Schools provides transportation to Elementary students (K-5) who live more than 0.7 mile from school, and Middle and High School students who live more than 1 mile from the school at no charge. The school district may provide transportation to students not eligible for regular to and from school transportation in accordance with Minnesota Statute 123B.36, which authorizes charging a fee for service. Students that attend a school other than their assigned school because of an inter-district transfer or are open-enrolled, are not eligible for transportation regardless of the distance to the school.~~

~~—If a student lives in their school's non-transportation zone, they will not receive bus service.~~

~~A. Students attending their assigned school, living in a non-transportation zone (grades K-5) residing less than from .7 miles from school or students (grades 6-12) residing less than 1.0 miles from school may be eligible for a "Pay-To-Ride" service. Students that attend a school other than their assigned school because of an inter-district transfer or are open enrolled, are not eligible for transportation regardless of the distance to the school.~~

~~B. Students living in the City of Edina between Hwy. 169 and Blake Road on the east and west, and Parkwood Road and Spruce Road on the north and south (Parkwood Knolls area) attending South View or Valley View Middle school, Edina High School, Countryside or Highlands Elementary school, are in a designated Pay-To-Ride zone.~~

~~C. "Pay-To-Ride" services are student transportation services to and from school being provided by the district for a fee. Determination on providing "Pay-To-Ride" service shall be made by transportation administration based on time, space and equipment considerations. Services will be contracted annually at a rate established by the school district. See Appendix VI, Pay-To-Ride Transportation Form. No student will be denied services because of an inability to pay.~~

~~D. The determination of available space shall be those non-obligated seats aboard buses servicing the immediate area, not exceeding the following limits per bus:~~

~~Grades K-5: 65 to 70 students~~

~~Grades 6-8: 60 to 65 students~~

~~Grades 9-12: 45 to 55 students~~

~~E. Issuance of seating for Pay-To-Ride students will be determined on a first come, first serve basis. All applications will be stamped with the date and time received.~~

- F. Applicants must submit the fee with the completed contract to be considered for the Pay-To-Ride service. Services are to be paid in advance on an annual basis. The Pay-To-Ride rate shall be \$350 per student with a family cap of \$525 with services beginning the first day of school.
- G. Cancellation of the service may be effected by the district upon five (5) days written notice if the student limit per bus is exceeded. The Pay-To-Ride service will be canceled (last assigned, first off) until such time that space is again determined to be available. Service will also be canceled due to NSF (non-sufficient funds).
- H. If the school district cancels services due to lack of space, it will prorate reimbursement based on the number of days the contract has been in effect. The school district will not reimburse the parent/guardian for those days the student is absent, suspended from transportation services or for emergency school closings, etc.
- I. Pay-To-Ride notices will be sent out the first week of June for the coming school year with a deadline of July 15th. The Pay-To-Ride form will also be posted on the Transportation web page. After the deadline, no new applications will be accepted until two weeks after school starts.
- J. Transportation may be provided to students normally not eligible for transportation when the walk path within a school's attendance area exhibits an extraordinary "hazard area" as determined by the Transportation Supervisor
- K. District policy for distance to a stop from home can be up to 0.3 mile for elementary students (K-5) and up to 0.5 mile for secondary students (6-12).
- L. A written request must be submitted to transportation services for approval each time a student is to take a bus other than ~~his or her~~ their regularly assigned bus.
- M. Activity bus routes are authorized at all secondary schools. The buses will run on days that schools are in session and will serve students (1) who participate in school-sponsored activities and (2) who live farther than one mile from the secondary school.
- A.N. Bus Stop Review. A family in the transportation zone desiring to change or modify their student's assigned bus stop must contact the transportation supervisor. The supervisor will review the request and make a determination based on current district practices.

Revised: 7/16/18

STUDENT BUS RIDER RESPONSIBILITIES

Edina Public Schools is committed to providing a safe and enjoyable riding experience for its bus riders. Edina Public Schools' transportation department is responsible for the safety of its riders while they are on the school bus.

Parents or guardians are responsible for the safety of their student(s) until they are on the school bus. The district's student bus rider responsibilities section has been established by the district. Please review this information and discuss it with your child(ren). This information is being provided so that your child(ren) will clearly understand bus behavior expectations. Riding the school bus is a privilege that can be revoked if a student chooses not to comply with the rules for bus riders.

Bus Schedules: Bus schedules are provided in early August. In the event there is a question about the bus route, please contact the transportation department at 952-848-4979 between the hours of 7:00 am and 4:30 pm; calls before or after these times will be referred to voicemail for further instructions. In the event a route change is requested that may impact other riders, you will be asked to complete a bus route request form. The transportation department reviews all requests to make appropriate changes. These forms are available by calling your school office.

Student Safety Training: All students will receive school bus safety training and testing in the fall. This training and testing is in compliance with state law. The training and testing will be completed within the first three weeks of school for grades K-3, and within the first six weeks for students in grades 4-10. In addition, many schools complete a number of ongoing bus safety education sessions throughout the school year.

Reserved Seating – Grades K-8: During the first two weeks of school, students will have the opportunity to choose where and with whom they would like to sit. After the first two weeks, a seating chart will be recorded. Students are to sit in the same seat every day, both to and from school. Changes can be made by the driver due to discipline or safety issues. If at any time a student is no longer comfortable with ~~his or her~~their seat assignment, he or she can talk to the driver. Any other concerns may be addressed by calling the transportation department.

Rider Transfers – Grades K-12: State law mandates that ridership on a bus cannot exceed its capacity. Due to the high ridership on most buses, the transportation department will continue the policy of not allowing rider transfers – students who are not regularly scheduled to ride that bus. The district endorses this policy for the safety of each student and to ensure that each student has a seat on the bus. Students will not be permitted to ride another bus unless it is necessary for purposes that have been preapproved by the supervisor of transportation and building principal (e.g. childcare needs, regularly scheduled lessons). Our goal is to provide a safe and effective transportation service, not to complicate transportation situations for parents and students.

Student Bus Rider Responsibilities

The district's goal is to provide safe and enjoyable transportation for our students. This occurs when we work in cooperation with students, parents, teachers, and drivers. For the safety of all riders, please review the following rider responsibilities with your child(ren) before the school year begins.

A. Going to the Bus Stop

1. Use sidewalks where provided.
2. If there are no sidewalks, walk single file on the left shoulder of the street facing traffic.
3. Cross streets only at corners.
4. Use a direct route, but avoid crossing yards or empty lots.
5. Arrive at your bus stop no more than five minutes before the scheduled stop. The bus driver cannot wait for late students.
6. Be aware of suspicious individuals on foot or in motor vehicles. Report these persons to your bus driver or school principal. Even if you have missed the bus, do not accept rides from strangers.

B. Waiting at the Bus Stop

1. Wait away from the traffic. Stay at least five feet off the road or street.
2. Respect the property of others while waiting at the bus stop. Do not pick flowers, disturb shrubs, throw stones or snowballs, litter, etc.
3. Use appropriate language at all times.
4. Respect other students by not pushing, shoving or fighting.
5. Stay back from the street until the bus is actually stopped. A push at the middle or end of the line can send the front person into the bus or under its wheels.
6. Students who must cross the road should cross at least ten feet in front of the bus, after being signaled by the driver that it is safe to do so. A long, steady blast of the horn will be used as a warning to students that it is not safe to cross.
6. Older students should be helpful to younger ones.
7. The district's student behavior policies, guidelines, and rules are enforceable while a student waits at the bus stop.

C. Boarding the Bus

1. Wait until the bus has stopped and the door is opened before starting to board.
2. Board the bus single file.
3. Continue to show respect for others by not pushing or shoving.
4. Use the handrail to keep from slipping, falling, or tripping.
5. Greet the bus driver.
6. Move directly to your seat and sit down.
7. Put large items (e.g. musical instrument, packages) in seat area or under the seat, but not in the aisle.

D. Riding on the Bus

1. Follow all district policies and school rules.
2. Follow the bus driver's instructions.
3. Remain in your seat until the bus arrives at your stop.
4. Speak in a quiet voice. Your voice should not be heard above others.
5. Keep hands, feet, and objects inside the bus.
6. Do not throw objects inside the bus or out the window.
7. Do not use profanity, including words or gestures.
8. Do not tease or harass others.
9. Do not eat, drink, chew gum, or spit.
10. Do not vandalize the bus.
11. Use the proper door for entering and exiting. Nonemergency use of the emergency door is not tolerated.

E. Getting Off the Bus

1. Wait for the bus to be completely stopped and the door to be opened before standing up.
2. Stay respectful of others – no shoving or pushing.
3. Students should walk away from the bus and not go toward the rear of the bus.
4. Students who must cross the road should move out at least ten feet in front of the bus, make eye contact with the driver, and wait for the driver to signal that it is safe to cross. A long steady blast of the horn will be used as a warning to students that it is not safe to cross.
5. Do not go in back of or underneath the bus for any reason.

F. Student Consequences for Misbehavior

1. Riding on a school bus is a privilege, not a right.
2. The district's student behavior policies, guidelines, and rules are in effect for all students on school buses and while at bus stops.
3. If misbehavior occurs, the bus driver will give the student an assertive warning.
4. If misbehavior continues, the bus driver will complete a bus incident report ([Appendix III](#)) for students and report the conduct to the transportation supervisor. The transportation supervisor will report the conduct to the building administrator. The building administrator will contact the parent/guardian. Consequences will be administered in accordance with the district's discipline policy.

Established: 2/22/11
Revised: 11/18/13
Reviewed: 7/16/18

Appendix III to Policy 713
BUS INCIDENT REPORT

Your child has been given the following consequences for ~~his or her~~ their behavior. Consequences will be administered in accordance with the district's discipline policy.

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus or bus stop misconduct in accordance with the district's discipline policy.

Note: When any student goes 60 transportation days without a report, the student's consequences may start over at the first offense, at the discretion of the district.

Kindergarten through Grade 5:

_____ First Offense: The driver has given your student a verbal warning, and a bus incident report sent to parents.

Your child has been assigned an alternate seat: *(select one)* Yes or No

_____ Second Offense: One-day bus suspension.

_____ Third Offense: Three-day bus suspension; conference with student, parent, school, driver and transportation.

_____ Fourth Offense: Five-day bus suspension.

_____ Fifth Offense: Loss of bus riding privileges for the remainder of the school year.

Grade 6 through Grade 12:

_____ First Offense: The driver has given your student a verbal warning, and a bus incident report sent to parents.

Your child has been assigned an alternate seat: *(select one)* Yes or No

_____ Second Offense: One to three-day bus suspension; conference with student, parent, school, driver and transportation.

_____ Third Offense: Five to ten-day bus suspension.

_____ Fourth Offense: Loss of bus riding privileges for the remainder of the school year.

BUS DRIVER QUALIFICATIONS, RESPONSIBILITIES AND TRAINING

I. Qualifications

- A. School bus drivers must have a valid Class A, B or C Minnesota driver's license with a school bus endorsement. A person possessing a valid driver's license, without a school bus endorsement, may drive a Type III vehicle set forth by this policy and its appendices.
- B. The district will conduct mandatory drug and alcohol testing of all bus drivers and bus driver applicants in accordance with state and federal law.

II. Bus Driver Responsibilities

A. General Operating Rules

- 1. School buses must be operated in accordance with state traffic and school bus safety laws; the procedures contained in the *Minnesota School Bus Driver's Handbook: A Guide to Safe School Bus Transportation in Minnesota*; and transportation department policies.
- 2. A bus driver's main responsibility is the safety and well-being of ~~his or her~~ their students.
- 3. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
- 4. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone or personal mobile device for personal reasons, whether hand-held or hands free, when the vehicle is in motion.

For purposes of this paragraph, "school bus" has the meaning defined by state statute. In addition, "school bus" also includes Type III vehicles when driven by employees or agents of the school district.

"Cellular phone" means a cellular, analog, wireless or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Other Responsibilities

- 1. Daily pre-trip and post-trip inspections are performed by the bus driver. Bus drivers must perform post-trip inspections to check for any riders or items left behind after each route or trip.
- 2. The bus driver will ensure no bus rider is allowed to stand when the bus is in motion.
- 3. The bus driver will ensure no bus rider is in the aisle or on the loading door step while the bus is in motion.
- 4. The bus driver must wear a seat belt at all times whenever the bus is in motion, regardless of whether riders are on board.
- 5. The bus driver must follow all railroad crossing procedures in accordance with state and federal law.
- 6. The bus driver will adjust the speed of the bus as conditions warrant. These conditions

may include traffic, road conditions, and/or weather.

7. The bus driver will never move a bus with the loading door open.
8. The bus driver must ensure that the emergency door and aisle are free from objects.
9. The bus driver will follow district loading and unloading procedures. When loading or unloading students at school, the driver will pull up to the bus in front as close as possible to ensure that students do not walk between buses. Bus drivers must give greater priority to the loading and unloading procedure than to distractions inside the bus.
 - a. Loading Procedures
 - i. Activate the amber eight-way lights 300 feet prior to stopping, if over 35 mph, and 100 feet, if under 35 mph, before stopping to warn other vehicles that the bus is going to stop in the lane of traffic. Slow gradually and stop in the roadway. If students start to move towards the bus, stop moving. Check rear view mirror.
 - ii. Put the gear shift in neutral. Open the service door a crack to turn on the alternately flashing red lights and activate the stop arm. Make sure traffic is stopped.
 - iii. Open the loading door, greet students, and motion them to board the bus. Count the students as you pull up and make sure that the same number board the bus.
 - iv. Students who must cross the road should cross at least ten feet in front of the bus, after being signaled by the driver that it is safe to do so. A long, steady blast of the horn will be used as a warning to students that it is not safe to cross.
 - v. When all students are loaded, check the rear view mirror to make sure everyone is seated. Start the bus in motion only after all students are properly seated.
 - b. Unloading Procedures
 - i. Activate the amber eight-way lights 300 feet prior to stopping, if over 35 mph, and 100 feet, if under 35 mph. Stop in the traffic lane away from the curb and 10 feet before an intersection. Check the rear view mirror.
 - ii. Put the gear shift in neutral. Check to make sure that all traffic is coming to a stop. Make sure all students remain seated until the bus has stopped completely.
 - iii. Open the service door a crack to turn on the alternately flashing red lights and activate the stop arm. Make sure traffic is stopped.
 - iv. Make another visual and mirror check to make sure that all traffic has come to a stop, then open the door and allow the students to exit the bus.
 - v. Count all students as they exit the bus. If you have a large number of students exiting at a stop, look to see what the last student going down the steps is wearing, and watch that student. When that student is safely away from the bus, the remaining students should be also. Students should walk away from the bus and not go toward the rear of the bus. Students who must cross the road should move out ten feet in front of the bus, make eye contact with the driver, and wait for the driver to signal that it is safe to cross. A long steady blast of the horn will be used as a warning to students that it is not safe to cross.
 - vi. Visually check the location of all students outside the bus again before setting the bus into motion. Before accelerating, check the crossover mirror one last time.

- vii. Close the loading door and allow traffic to proceed. Slowly pull away from the stop. Keep checking the mirrors until out of the danger zone. Once out of the danger zone, a bus driver can accelerate to a normal speed and continue on to the next stop.
10. When coming to a stop behind other vehicles, the bus driver will stay back far enough to visually see the rear tires of the vehicle in front of the bus.
 11. When a stoplight turns green, the bus driver will wait two seconds, look left and then right to ensure traffic is stopped before accelerating the bus through the intersections.
 12. All bus drivers must submit prompt reports of defects that need to be corrected.

C. Emergency Situations

1. Handling Accidents

A bus driver must take the following actions after an accident:

- a. Call the transportation department office immediately.
- b. Report the following information:
 - i. Bus number;
 - ii. Location (Specific streets and cross streets);
 - iii. Who is involved and what kind of assistance is needed (e.g., police, fire, ambulance). Police will be called to every accident; and
 - iv. Number of students on board, from which school, if there are any injuries.
- c. Procedure to follow after reporting the accident:
 - i. Turn off engine. Leave ignition on so two-way radio can be used.
 - ii. Activate four-way hazard lights. Turn off eight-way master switch. Set the parking brake.
 - iii. Check each passenger again for injuries. Check for injuries outside of the bus. Update base as to any new information.
 - iv. Keep all passengers inside the bus unless there is obvious danger of fire, such as a fuel spill or a traffic hazard, which might contribute to a second accident. If evacuation is necessary, take passengers at least 100 feet away from the bus to safety and keep them in a group.
 - v. Place triangles to warn other traffic. Place one triangle in front, 100 feet from the bus. Place two triangles in back, one 50 feet from the left tire and parallel to the side of the bus, and the other 50 feet behind the first one.
 - vi. Take names and telephone numbers of all riders who were inside the bus at the time of the accident.
 - vii. If an accident happens on a field trip after 4:15 p.m. when the transportation department is closed, follow all the same procedures and, as soon as possible, notify someone from the transportation department of the accident using the emergency numbers provided.
 - viii. Do not move the bus unless a law enforcement officer advises otherwise. If there is something mechanically wrong, do not move the bus until the mechanic arrives.
 - ix. Get the name, address, telephone number and insurance information of the other driver involved.

- x. Complete all accident reports required by the transportation department and state law, if necessary.

2. Severe Weather or Tornadoes

It will be the driver's responsibility in severe weather to see that the students on the bus get off at their regular stops, if safe. If the bus stop is far from home, the driver should be sure the child will be able to walk home safely.

If the civil defense siren is sounding and the bus is at or close to the school, the driver should return to school and the students should use the school as a place of shelter. If the bus is on the road and the civil defense siren is sounded, the driver should immediately pull the bus over in a safe spot. If a tornado is spotted, the bus driver must guide the students in exiting the bus and seeking cover immediately in a nearby building or low area.

3. Fire

In the event of a fire, the first priority is to evacuate the bus. Bus drivers will make certain that riders are safe before attempting to put out the fire.

4. Injuries/Medical Emergencies

Bus drivers will be familiar with first aid and CPR procedures. Drivers should first contact the dispatcher to call 911 in the case of serious injuries. Drivers should administer proper first aid in accordance with their training and level of ability. In the event an injured passenger is taken to the hospital, the driver will record the student's name and the name of the hospital where the student is taken.

5. Cold Weather Stop

If a bus driver is stuck in snow or stalled in cold weather, the driver should call for assistance and wait for help. The bus driver should avoid relying on the engine to provide heat for the driver and passengers as long as possible. If it is necessary to run the engine to provide heat, the driver will make sure the exhaust pipe is clear of snow, open windows for ventilation, and check riders frequently for headaches or drowsiness.

6. Dangerous Weapon

If a bus driver observes or learns that a rider may have a dangerous weapon on the bus, he or she should remain calm and call for assistance using the predetermined code. The driver should give the location of the bus to the dispatcher, continue the route, and wait for assistance. The driver should not inform the passenger suspected of having the weapon that he/she knows of the weapon.

D. Traffic Violations or Criminal Offenses

1. A school bus driver who has a commercial driver's license and who is convicted of (1) a criminal offense; (2) a serious traffic violation, or (3) violating any other state or local law relating to motor vehicle traffic control, other than a parking violation, will notify the Minnesota Division of Driver and Vehicle Services of the conviction within 30 days of the conviction and notify the district within five days of the conviction.

For purposes of the above paragraph, a “serious traffic violation” means a conviction of any of the following offenses:

- a. Excessive speeding, involving any single offense for any speed of 15 miles per hour or more above the posted speed limit;
 - b. Reckless driving;
 - c. Improper or erratic traffic lane changes;
 - d. Following the vehicle ahead too closely;
 - e. A violation of state or local law, relating to motor vehicle traffic control, arising in connection with a fatal accident; or
 - f. Driving a commercial vehicle without obtaining a commercial driver’s license or without having a commercial driver’s license in the driver’s possession.
2. A school bus driver who has (1) a Minnesota commercial driver’s license suspended, revoked, or cancelled by the state of Minnesota or any other state or jurisdiction; and (2) who loses the right to operate or disqualified from operating a commercial vehicle for any period will notify the district of the suspension, revocation, cancellation, lost privilege, or disqualification. The driver will notify the district before the end of the business day following the day the driver received notice of the suspension, revocation, cancellation, lost privilege, or disqualification. The notification to the district must be provided to the transportation supervisor in writing.
 3. An employee who operates a Type III vehicle and who sustains a conviction as described in paragraph C must report the conviction to the person’s employer within five days of the date of the conviction. The notification to the district must be provided to the transportation supervisor in writing. This provision does not apply to a school district employee whose normal duties do not include operating a Type III vehicle.
 4. A bus driver or an employee who operates a Type II vehicle must report to the transportation supervisor all traffic violations tickets received from a police officer within five days of receipt.

III. School Bus Driver Training and Evaluation

A. Orientation

All new school bus drivers are provided with pre-service training, including in vehicle (actual driving) instruction, before transporting students and will meet the competency testing specified in state law and policy.

B. Annual In-Service Training

All school bus drivers will receive in-service training annually. The school district will retain on file record of this training. All bus drivers operating a Type III vehicle will be provided with annual training and certification as set forth in state law and policy.

Annual training and certification include, but are not limited to:

1. Safe operation of district vehicles;
2. Understanding student behavior, including issues relating to serving students with disabilities;

3. Encouraging orderly conduct of students on the bus;
4. Handling incidents of student misconduct;
5. Knowing and understanding relevant laws, rules of the road, and district policies;
6. Handling emergency situations;
7. Proper use of seat belts and child safety restraints; and
8. Performance of pre-trip inspections.

Bus drivers will be trained in accordance with the transportation department’s plan (see the district’s bus driver manual). The bus driver manual defines the requirements, duties and procedures to be followed by all bus drivers employed by the district. Each driver will receive a copy of the manual, and a copy will be available in each school, the district office, and the transportation office.

C. Other Required Training

All school bus drivers are required to successfully complete the following annual training:

Rules and procedures	8.0 hours
OSHA (Blood-born pathogens)	1.0 hours
Cardiopulmonary resuscitation (CPR)	4.0 hours
Red Cross (first aid)	2.5 hours

All drivers will also be required to successfully complete an annual driver's evaluation to determine that the driver meets the requirements of state law.

D. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road, and local school bus safety policies;
5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the *Model School Bus Driver Training Manual*.

Appendix V to Policy 713
TYPE III VEHICLES

I. Type III Vehicle Requirements

- A. Type III vehicles are restricted to passenger cars, SUVs, vans and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
- B. Type III vehicles must be painted a color other than national school bus yellow.
- C. Type III vehicles must be state inspected in accordance with legal requirements.
- D. A Type III vehicle cannot be more than 12 years old unless excepted by state and federal law.
- E. If a Type III vehicle is school district owned, the district name will be clearly marked on the side of the vehicle. The Type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.
- F. A Type III vehicle must not be outwardly equipped and identified as a type A, B, C or D bus.
- G. Eight-lamp warning systems and stop arms must not be installed or used on Type III vehicles.
- H. Type III vehicles must be equipped with mirrors as required by law.
- I. Any Type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any Type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
- J. Any Type III vehicle used to transport students must carry emergency equipment including:
 - 1. Fire extinguisher. A minimum of one 10BC rated dry chemical-type fire extinguisher is required. The extinguisher must be mounted in a bracket, and must be located in the driver's compartment and be readily accessible

to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
 - 2. First aid kit and body fluids cleanup kit. A minimum of a ten-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.

3. A Type III vehicle must contain at least three red reflectorized triangle road warning devices. Liquid burning “pot-type” flares are not allowed.
4. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.
5. The Type III vehicle must bear a current certificate of inspection issued under state law.

II. Type III Vehicle Driven by Employees with a Class D Driver’s License

- A. All drivers of Type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a Type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
- B. The holder of a Class D driver’s license, without a school bus endorsement, may operate a Type III vehicle, described above, under the following conditions:
 1. The operator is an employee of the district.
 2. The district has adopted and implemented a policy that provides for annual training and certification of the operator in:
 - a. safe operation of a Type III vehicle;
 - b. understanding student behavior, including issues relating to students with disabilities;
 - c. encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
 - d. knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
 - e. handling emergency situations;
 - f. proper use of seat belts and child safety restraints;
 - g. performance of pre-trip vehicle inspections; and
 - h. safe loading and unloading of students, including, but not limited to:
 - i. utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards and other areas to enable the student to avoid hazardous conditions;
 - ii. refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
 - iii. avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location; and
 - iv. placing the Type III vehicle in “park” during loading and unloading.
 - i. A background check has been conducted in accordance with district policy.
 - j. The Type III driver will submit to a physical examination as required by state law.
 - k. The district has adopted and implemented a policy that provides for mandatory drug and alcohol testing of applicants for Type III driver positions and current drivers, in accordance with state and federal law.
 - l. The Type III driver’s license is verified annually by the district.
3. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of violating Minn. Stat. § 169A.25, § 169A.26, § 169A.27 (driving while impaired offenses), or §

169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minn. Stat. §§ 169A.50 to 169A.53 of the implied consent law, or who is convicted of or has ~~his or her~~ their driver's license revoked under a similar statute or ordinance of another state, is precluded from operating a Type III vehicle for five years from the date of conviction.

4. A person who has ever been convicted of a disqualifying offense as defined in Minn. Stat. § 171.3215, Subd.1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a Type III vehicle.
 5. A person who sustains a conviction, as defined under Minn. Stat. § 609.02, of a moving offense in violation of Minn. Stat. Ch. 169 within three years of the first of three other moving offenses is precluded from operating a Type III vehicle for one year from the date of the last conviction.
 6. Students riding the Type III vehicle must have training required under state law.
 7. Documentation of meeting the requirements listed in this section must be maintained under separate file for each Type III vehicle operator. The district is responsible for maintaining these files for inspection.
- B. A Type III driver employed by the district, whose normal duties do not include operating a Type III vehicle, who holds a Class D driver's license without a school bus endorsement, may operate a Type III vehicle and is exempt from the (1) physical examination requirement; (2) drug and alcohol testing requirement; and (3) the annual license verification requirement. All other requirements are in full force and effect.

Revised: 7/16/18

Appendix VI to Policy 713
Pay-To-Ride Transportation Form

Parent or Guardian Name _____

Address _____

Phone Number _____

Student Name _____
(if you have more than one student, please fill out a separate form for each)

Name of School _____ Grade _____

Transportation being requested AM PM Both
*Fee of \$350 per student is the same whether just AM or PM is selected

Transportation to School

List address if different from above

Transportation from School

List address if different from above

Parent or Guardian
Signature _____ Date _____

Amount Paid (see "Pay-To Ride Fee Schedule below)

Approval _____ Date _____

(Supervisor of Transportation)

Pay-to-Ride Fee Schedule

A family with 1 student rider	\$350.00
A family with multiple student riders	\$525.00

Transportation Services

Edina Public Schools is committed to providing a safe and enjoyable ride to all of its passengers. We transport more than 8,000 students to and from school every day. In addition, we transport students for field trips, fine arts and sports teams, and between schools for other academic programs. As a district-run transportation service, your children are our students, too! We take pride in beginning and ending each student's day on a positive note

Transportation route information is posted on the parent portal in August. If you have questions about your child's route, please contact Transportation Services.

Bus Stops

Bus stops and routes are designed with consideration of safety, efficiency, least cost and shortest over-all ride times. Bus stops are located at corners or intersections whenever possible and are usually central to where all of the students are coming from. Some house stops are made on very busy roads. We do not send regular route buses into cul-de-sac or dead-end roads, because of lack of safe access. The district cannot provide a majority of bus stops that are visible from student's houses. We do encourage parents to be out at the bus stops for the safety of their children.

If you find that your child is the first on and/or last off the bus and is the only one at the bus stop, and you would like your child to use another stop with other students, please call our office and we can reassign your child to the nearest stop with other students. Parents would be responsible for getting their children to and from the new stop.

Please note that bus drivers are not allowed to make bus stop changes without approval from the transportation office. Bus stop changes are not made during the first two weeks of school except to accommodate new students moving into the district.

If your student does not ride the bus for 10 consecutive days, your child will be removed from his/her bus route. To reactivate your student's bus stop, please contact the transportation office.

Eligibility Area

Minnesota state statute requires school districts to provide transportation at no charge for all students who live more than 2 miles from the school they attend. The law does allow for districts, if the school board approves, to provide transportation within the two-mile boundary for a fee. In Edina, we have expanded the eligibility area to include students who live more than .7 miles for elementary students and more than 1 mile for secondary students for no charge. The school board has determined that a fee-based busing program will be offered for students living in the non-transportation area. Eligible Pay-To-Ride will be considered public and non-public; elementary (grades K-5) residing less than .7 miles from school and middle/high school (grades 6-12) residing less than one mile from school. This Pay-To-Ride option is for regular am and pm routes during the school year. (See School Board [Policy 713](#))

Pay-To-Ride Option

Who is Eligible?

Both Elementary and Secondary students living in the non-transportation area.

What are the Fees?

\$350 for the first student, with a \$525 family max. Full payment must be made before service can begin

How to Apply?

Click on the Pay-To-Ride tab and complete the form. Submit along with payment to the District Transportation Center. The application must be submitted by July 15th, for services to begin on the first day of school. After July 15th, applications will not be taken until two weeks after school starts. The fees will not be prorated for services provided if the student(s) ride for less than the full school year.

What is the Approval Process?

The application will be reviewed by the District's Transportation Department. Approval will depend upon seating availability and routing/scheduling limitations. This is on a first come/first serve basis. The district will determine pick up and drop off locations that fit routing/scheduling limitations. After approval has been determined, updated bus stop information can be found in the parent portal.

Can this Agreement be canceled?

The district may cancel this agreement at any time due to safety/discipline issues, changes in seating availability, and/or changes in routing or scheduling. Prorated reimbursement will be made if the district cancels this agreement during the school year. If the student or the student's family cancels this agreement, an application to resume Pay-To-Ride services will not be approved for the same school year and no prorated reimbursement will be made.

~~Non-transportation Area~~

~~Under state law, parents or legal guardians of students who are not eligible for district transportation are responsible for their student's travel to and from school.~~

Special Education Transportation

The school district provides transportation for special education students according to the child's Individual Education Plan. If your child has special needs that require transportation different from regular bus service, please work with your student's case manager or call Student Support Services

Activities Buses

Secondary students who are registered for after school activities will receive Activity Bus passes for transportation to their neighborhood based on a limited route schedule.

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Distance Learning Update, 5-18-2020

Dr. John Schultz, Dr. Randy Smasal, Steve Buettner

Edina Public
Schools

District Office: Successes, Challenges, Plans in Motion

- Collaboration among teachers continues to grow
- May 1 and 4 - Professional Learning
 - *Teachers appreciated choices/options for learning*
 - *#MNDLSummit developed by Edina, was attended across the Globe*
- Summer Virtual PD opportunities have been sent to teachers
- Continuation of Rituals: Media Specialists promoting reading in many ways
- Plans for last few weeks of school are being finalized
 - *Grading Proposal: School Board May 18th*
 - *Room Clean outs/Packing of Student Materials being planned*
 - *Materials/Equipment Pick up and Drop Off being planned*

Edina Public
Schools

E-5: Successes, Challenges, Plans in Motion

Successes

- Staff and students connecting virtually
- Wide reports of increased collaboration across teams and sites
- Virtually all staff are now familiar with/able to use our foundation learning platforms (Seesaw & Schoology)
- Resiliency of all!

Challenges

- Kids that need in person support are not getting it
- Family Fatigue
- Teacher burnout
- Coming up with clever ways to celebrate the end of the school year

Plans in Motion

- Videos, postcards to kids
- Summer PD "Lessons Learned" Teacher Teams
- Starting to think about fall 2020

MS: Successes, Challenges, Plans in Motion

Successes

- Students are making some great connections with teachers and other support staff
- Students are doing great work
- Teachers are leveraging the moment to create projects and assignments that lend themselves to distance learning
- More and more teachers are engaging in synchronous learning
- Teachers and student services have quickly collaborated to identify students who need support and we have creatively used staff to have 1:1 sessions with those who need the support

Challenges

- Students have varying levels of engagement
- Difficult to reach families and students if they are completely "checked out"
- Difficult to know why a student may not be successful
- Teachers are working very hard...everything in distance learning takes longer to do than prep for in person
- In general a lot of their grade is a reflection of their current circumstance (also shows that this is always the case to some degree)
- Some kids are not "joining" the many synchronous learning opportunities offered or coming to Advisory

Plans in Motion

- Pick-up/Drop-off Extravaganza
- 5th grade welcome/transition activities
- 8th grade farewell: transition activities and ceremony
- End of the year synchronous experience
- Executing many plans for 20-21 including schedule development, staffing, hiring, etc.

HS: Successes, Challenges, Plans in Motion

- **Successes**
 - ABA created data providing for family connection and intervention
 - Exponential creativity and growth from EHS teachers
 - Flexibility, choice and post-secondary preparation for students
- **Challenges**
 - Endurance for students and staff
 - Students longing for more “face time” with peers and teachers
 - Assessment and feedback (*everything* takes longer in DL)
- **Plans in Motion**
 - Commencement 2020!
 - Framing best practices for DL (organization, rigor and relationships)
 - Contingency planning for summer and fall 2020

Chartwells in Action



Food Service in Action



Edina Public
Schools

Nutrition Update

Beginning Monday March 16, EPS began serving meals at both Middle Schools, Monday - Friday, and giving two extra meals to cover Saturday & Sunday (7 breakfasts, 7 lunches per student, per week).

Numbers reflect service through Thursday, May 7 :

Bus Routes:

Breakfast - 7,178

Lunch - 7,178

MS Curbside:

Breakfast - 6,793

Lunch - 6,793

PreK Lunches:

Highland - 38

Concord - 114

TOTAL MEALS: 28,094

Edina Public
Schools

Meal Fund Update

As of May 7	Donation	# of Donors	Avg Donation
Website and Text-to-give	\$45,858.76	309	\$148.41
Venmo	\$3,375	40	\$84.38
Checks	\$37,885	27	\$1,403.15
Totals	\$87,119	376	\$231.70

Meal Service Update, cont.

Current Distribution

To Date:

3,862 dinner bags

15,488 individual dinners

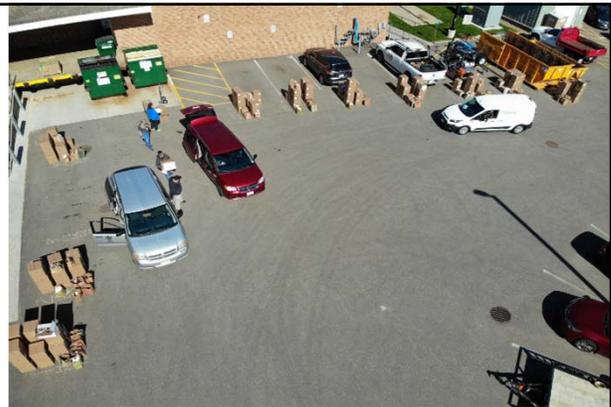
Current Week (week of May 4):

585 TOTAL Dinner Bags (both delivery and pick-up)

2,340* TOTAL Individual Meals (both delivery and pick-up)

**does not include Thursday/Friday pick-up numbers*

- Deliveries moved up to 61 household stops this week
- Averaging 40 dinner bags distributed per day this week (so far)



Meal Service Update – cont.

Outlook:

- Supplemental snack foods will be added to dinner boxes starting May 18. It will coincide with the slight change in #s of dinner boxes delivered to be ahead of Memorial Day school closure.
- Summer planning for meals being organized. TSS and VEAP on board to provide meals. Produce, snack food and gift cards will continue to be supplements.

DMTS has coordinated efforts with media specialists across the district and books are being delivered to K-5 families along with meals this week. Coordination with families to assess this ask was handled by district.

School Age Child Care Update

Numbers:

- Totals for Each of Last Four Weeks

	April 13	April 20	April 27	May 4
TIER 1	110	128	147	147
TIER 2	36	44	48	51

- Totals to Date (March 19 – May 11)

TIER 1	939
TIER 2	228

Summer Programming

- Targeted Services Proposal
 - District 287 has approved below proposal pending any further executive order or MDE guidance
 - Current Proposal - 2 Components
 - Distance Learning to Start in June
 - Face to face late July/first of August
 - Distance Learning to continue if face to face isn't an option in late July/August
- Extended School Year
 - Will follow lead of Targeted Services Proposal

Thank you!

What questions do you have?



Board Meeting Date: 5/18/2020

TITLE: Intermediate School District (ISD) #287 Long-Term Facility Maintenance Program Budget

TYPE: Action

BACKGROUND: The 2015 Legislative session established a Long-Term Facilities Maintenance (LTFM) Revenue Program for school districts, intermediate districts, etc. The new program replaces the current Health and Safety Revenue, Deferred Maintenance Revenue, and Alternative Facilities Bonding and Levy programs beginning in FY 2017.

As a result of this legislative change, the ISD #287 school board has approved the 10-year Long Term Facilities Budget (attached). The next step in the process is for the school board to approve the district's proportionate share of ISD #287 projects (attached) in the district's application for long term facility maintenance revenue.

RECOMMENDATION: Approve the ISD #287 Long-Term Facility Maintenance program budget, and authorize the inclusion of a proportionate share of those projects in the district's application for long term facility maintenance revenue.

The District administration recommends approval of this resolution.

ATTACHMENTS:

1. Edina – District 287 Annual Long Term Facility Maintenance Resolution
2. District 287 Board Approved LTFM Resolution April 2019
3. 2021 LTFM Board Report of 10 Year Plan Summary
4. District 287 LTFM Coop Allocation form

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
SCHOOL DISTRICT No. 273
(Edina Public Schools)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of School District No. 273, State of Minnesota, was held on May 18th, at 7:00 p.m., for the purpose, in part, of approving the Intermediate School District No. 287's Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Intermediate School District's long-term facility maintenance projects and related debt service payments in the district's application for long-term facility maintenance.

_____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING INTERMEDIATE SCHOOL DISTRICT
NO. 287'S LONG-TERM FACILITY MAINTENANCE PROGRAM
BUDGET AND AUTHORIZING THE INCLUSION OF A
PROPORTIONATE SHARE OF THOSE PROJECTS IN THE DISTRICT'S
APPLICATION FOR LONG-TERM FACILITY MAINTENANCE
REVENUE**

BE IT RESOLVED by the School Board of District No. 273, State of Minnesota, as follows:

1. The School Board of Intermediate School District 287 has approved a long-term facility maintenance program budget for its facilities for the 2021-22 school year in the amount of \$916,500 of which District No. 273's proportionate share is \$ 53,639.08, consisting of \$ 26,427.42 for pay as you go projects and \$ 27,211.66 for debt service payments on the 2017B Facilities Maintenance Bonds. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved. (Exhibit A)
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long-term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district long-term facility maintenance

program times a three year weighted average adjusted pupil units formula. For 2021-2022, the long-term facility maintenance costs shall be funded through annual levy. The inclusion of this proportionate share in the district's long-term facility maintenance revenue application for fiscal year 2022 is hereby approved, subject to approval by the Commissioner of Education.

4. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.
5. Pursuant to Minnesota Statutes Section 123B.595, Subdivision 3, the intermediate district issued \$5,065,000 Facilities Maintenance Bonds, Series 2017B. Such bonds are payable from long-term maintenance revenue transferred by each member district. This district hereby covenants to adopt in each fiscal year during the term of such bonds, a resolution authorizing the inclusion in the application for long-term facilities maintenance revenue the District's proportionate share for such fiscal year of debt service on such bonds. Upon approval of such application by the Commissioner of Education, the District shall include in its authority under Section 123B.595 its proportionate share of debt service in such bonds due in such fiscal year.

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

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

COUNTY OF HENNEPIN

I, the undersigned, being the duly qualified and acting Clerk of School District No. 273, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. 273, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Intermediate School District No.

287's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this 18th day of May, 2020.

Clerk

School District No. _____

Member **Sam Sant** introduced the following resolution and moved its adoptions:

RESOLUTION APPROVING INTERMEDIATE DISTRICT 287'S LONG TERM FACILITY MAINTENANCE PROGRAM BUDGET AND AUTHORIZING THE INCLUSION OF THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG TERM FACILITY MAINTENANCE PROGRAM REVENUE

BE IT RESOLVED by the School Board of Intermediate District 287, State of Minnesota as follows:

1. The School Board of Intermediate District 287 hereby approves a long term facility maintenance program budget for its facilities for the 2021-22 school year in an amount not to exceed \$916,500, of which \$451,550 is for pay as you go projects and \$464,950 is for debt service payments on the 2017B Facilities Maintenance Bond. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference and District administration is directed to apply to the Commissioner of the Department of Education for approval.
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate district's long term facility maintenance budget is approved by the school boards of each of the intermediate's member districts, each member district may include its proportionate share of the costs of the intermediate program in its long term facility maintenance revenue application.
3. It is proposed that the proportionate share of the costs of the Intermediate's long term facility maintenance program for each member district to be included in its application shall be determined by multiplying the total cost of the Intermediate long term facility maintenance program times a 3-year weighted average usage formula are attached as Exhibit B. The long term facility maintenance costs are funded through annual levy and the issuance of bonds.
4. Upon receipt of the proportionate share of long term facility maintenance program revenue attributable to the Intermediate program, a member district shall promptly pay to the Intermediate the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Member **Steve Adams** and upon vote being taken thereon, the following voted in favor thereof: Adams, Brakke, Casey, Cuene, Dallas, Kunz, Marty, Neville, Sant, and Seidel and the following voted against the same: None.

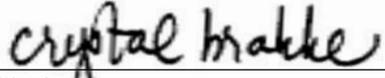
Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

COUNTY OF HENNEPIN

I, the undersigned, being the duly qualified and acting Clerk of Intermediate School District No. 287, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Intermediate School District No. 287 held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Intermediate School District 287's long term facility maintenance program budget and authorizing the inclusion of the Intermediate School District's long term facility maintenance projects in the district's application for long term facility revenue.

WITNESS MY HAND officially as such Clerk this 9th day of April, 2020.


Clerk
Intermediate School District 287



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

Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only

ED - 02478-05

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.	Enter Information	District Info.	Enter Information								
District Name:	Intermediate District #287	Date:	7/31/2020								
District Number:	287	Email:	mlhawkins@district287.org								
District Contact Name:	Mae L. Hawkins, Executive Director of Business Services										
Contact Phone #	763-550-7156										

Expenditure Categories		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.											
Finance Code	Category (1)										
347	Physical Hazards	\$32,960	\$33,949	\$34,967	\$36,016	\$37,097	\$38,210	\$39,356	\$40,537	\$41,753	\$43,005
349	Other Hazardous Materials	\$22,000	\$22,660	\$23,340	\$24,040	\$24,761	\$25,496	\$26,261	\$27,049	\$27,860	\$28,696
352	Environmental Health and Safety Management	\$51,658	\$51,658	\$51,658	\$51,658	\$51,658	\$51,658	\$51,658	\$51,658	\$51,658	\$51,658
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$43,500	\$44,805	\$46,149	\$47,534	\$48,960	\$50,428	\$51,941	\$53,500	\$55,104	\$56,758
366	Indoor Air Quality	\$15,120	\$4,244	\$4,371	\$4,502	\$4,638	\$4,777	\$4,920	\$5,068	\$5,220	\$5,376
	Total Health and Safety Capital Projects	\$165,238	\$157,316	\$160,486	\$163,750	\$167,113	\$170,569	\$174,136	\$177,810	\$181,595	\$185,493
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year											
Finance Code	Category (2)										
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$122,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Health and Safety Capital Projects \$100,000 or More	\$0	\$122,750	\$0							
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151											
Finance Code	Category (3)										
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner. (No new appropriations for this category FY 2020 - beyond.)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility											
Finance Code	Category (4)										
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects											
Finance Code	Category (5)										
368	Building Envelope	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
369	Building Hardware and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$70,750	\$0	\$0	\$0
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$14,131	\$14,814	\$0	\$0	\$0
379	Interior Surfaces	\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
380	Mechanical Systems	\$111,312	\$55,484	\$141,564	\$0	\$280,000	\$100,000	\$0	\$215,490	\$211,905	\$275,807
381	Plumbing	\$0	\$0	\$0	\$89,550	\$13,187	\$0	\$0	\$67,000	\$67,000	\$0
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
383	Roof Systems	\$0	\$0	\$155,000	\$155,000	\$0	\$175,000	\$200,000	\$0	\$0	\$0
384	Site Projects	\$175,000	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Deferred Capital Expense and Maintenance	\$286,312	\$230,484	\$296,564	\$294,550	\$293,187	\$289,131	\$285,564	\$282,490	\$278,905	\$275,807
Total Annual Pay As You Go 10-Year Plan Expenditures		\$451,550	\$510,550	\$457,050	\$458,300	\$460,300	\$459,700	\$459,700	\$460,300	\$460,500	\$461,300
Debt Service Portion of Revenue											
	Payments on for LTFM bonds issued in prior years	\$464,950	\$460,950	\$461,450	\$461,200	\$460,200	\$461,800	\$462,800	\$463,200	\$463,000	\$462,200
Pay as You Go Projects											
	General Fund Portion of Revenue	\$451,550	\$510,550	\$457,050	\$458,300	\$460,300	\$459,700	\$459,700	\$460,300	\$460,500	\$461,300
Total Long Term Facilities Maintenance Revenue		\$916,500	\$971,500	\$918,500	\$919,500	\$920,500	\$921,500	\$922,500	\$923,500	\$923,500	\$923,500

200



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

Intermediate/Cooperative District Long-Term Facilities Maintenance Revenue Allocation

ED-02479-05

General Information and Instructions: Please read the **Instructions for Completion** on the **Instructions** tab before completing this report.

District Name:	Name of Person Completing this Report:	Title:	
Intermediate District No. 287	Mae L. Hawkins, SFO	Executive Director of Business Services	
Telephone Number:	Email Address:		Date Submitted:
763-550-7156	mlhawkins@district287.org		6/30/2020

Long-Term Facilities Maintenance (LTFM) Revenue amounts to be Allocated to member School Districts for Fiscal Year (FY) 2022

1. Pay-as-you-go revenue portion			\$	451,550.00			
2. Bond debt service revenue portion			\$	464,950.00			
3. Total revenue amounts to allocate			\$	916,500.00			
District Number	Type	School District Name	Pay-as-you-go Allocation Percent	Allocated Pay-as-you-go (Number 1)	Bonded Debt Service Allocation Percent	Allocated Bonded Debt Service (Number 2)	Total
270	1	Hopkins	10.883%	\$ 49,139.93	10.883%	\$ 50,598.18	\$ 99,738.11
272	1	Eden Prairie	10.963%	\$ 49,504.33	10.963%	\$ 50,973.40	\$100,477.73
273	1	Edina	5.853%	\$ 26,427.42	5.853%	\$ 27,211.66	\$ 53,639.08
277	1	Westonka	4.423%	\$ 19,972.51	4.423%	\$ 20,565.20	\$ 40,537.71
278	1	Orono	2.381%	\$ 10,750.05	2.381%	\$ 11,069.06	\$ 21,819.11
279	1	Osseo	21.271%	\$ 96,047.83	21.271%	\$ 98,898.13	\$194,945.96
280	1	Richfield	5.854%	\$ 26,433.29	5.854%	\$ 27,217.71	\$ 53,651.00
281	1	Robbinsdale	15.438%	\$ 69,710.29	15.438%	\$ 71,778.98	\$141,489.27
283	1	St. Louis Park	4.318%	\$ 19,496.57	4.318%	\$ 20,075.15	\$ 39,571.72
284	1	Wayzata	15.331%	\$ 69,225.78	15.331%	\$ 71,280.09	\$140,505.87
286	1	Brooklyn Center	3.287%	\$ 14,842.00	3.287%	\$ 15,282.44	\$ 30,124.44
Totals: The column totals must agree with Lines 1 and 2.			100.000%	\$ 451,550.00	100.000%	\$ 464,950.00	\$916,500.00

Notes - Allocation method agreed to by member districts:

Three Year Weighted Average of Average Daily Membership of Each Member District as a % of Total Average Daily Membership of the Intermediate District.



Board Meeting Date: 5/18/2020

TITLE: Three-Year Lease of iPads for Instruction

TYPE: Action

PRESENTER(S): Steve Buettner, Director of Media and Technology

BACKGROUND: Technology continues to play a key role in personalized learning for Edina Public School students and for the district’s excellent educators. District Media and Technology Services’ role is to provide the best products to meet the needs of students and staff. This is a four year lease of 1000, iPads and cases to refresh and maintain our digital device standard of 1 device per 2 students in the k-2 classrooms.

RECOMMENDATION: Approve the purchase of 100 iPads from Apple for a total price of \$82,237.50 each year for four years totaling \$328,950.

PRIMARY ISSUE(S) TO CONSIDER: By leasing these devices we will ensure sufficient quantities of devices in order to maintain our elearning2 k-2 student ratio. In addition, this is an interest free lease and with a \$1 buy out after the 4th year.

Item	Description	Amount	Cost Per Unit	Total
MW7L2LL/A	7 th generation 10.2” iPad	1000	\$294.00	\$294,000
BPG22LL/A	STM Dux iPad case	100 (10 packs)	\$349.50	\$34,950

ATTACHMENTS:

1. Lease paperwork

iPad lease proposal

May 18, 2020 School Board Meeting



Goals

- Continue to provide the district ratio of devices to k-2 students of a 1 device to 2 students
- Create consistency of devices across grades and schools
- Reduce support and management needs
- Provide a path for continued access



Plan

- Enter into lease for 1,000 iPad 7 and cases
- Manage these devices with our MDM
- Provision these devices with Apple School Class Manager to roster and push out apps
- Distribute devices next fall
- Manage devices for the next four years

Benefits

- Teachers would be able to leverage a similar device
- Ability to share devices across grades and classes
- District can use management tools to better support them
- Create an opportunity to support additional devices for the next years



Lease Documentation Checklist

Documents Required Prior to Shipment

Scanned to Apple

NOTE: Please call Breanna Irvin at (312) 706-1738 with any questions.

Master Lease Purchase Agreement	Lessee Signature, Printed Name/Title, Execution Date & Federal Tax ID No.	_____
Schedule (Exhibit A)	Lessee Signature, Name/Title & Execution Date	_____
Incumbency Certificate (Exhibit C)	The Incumbency section is to be executed by a person other than the signer of the documents. This may be a Board Secretary/Clerk, any Board Member, OR the Superintendent.	_____
Bank Qualified Designation (Exhibit D)	This tells us if the issue is "Bank Qualified" or "Non-Bank Qualified"	_____
Lease Payment Instructions (Exhibit E)	Identify how Lease is to be invoiced.	_____
Insurance Coverage Requirements (Exh F)	Complete name of insurance company and contact information.	_____
IRS Form 8038-G or 8038-GC	Complete per instructions and sign.	_____
Essential Use Audit	Complete in its entirety.	_____
Purchase Order(s)	Purchase Order(s) must include: Apple Inc. c/o Apple Financial Services 216 W. Jackson Blvd., Chicago, IL 60606 as Vendor, Apple product quantity and description with extended price, " Apple Proposal No.: 2206210023" must be written in the body of the document, bill-to and ship-to name/address, PO number, and authorized signature.	_____
Sales/Use Tax Exemption Certificate	Please provide a copy, if applicable. Please list Seller as Apple Inc. and its Assigns.	_____

NOTE: Please provide scanned copies of the above items to Breanna Irvin at birvin@apple-fin.com

Documents Required Prior to Funding

Mailed to

Originals of all the above	Please mail to: Apple Financial Services Attention: Breanna Irvin 216 W. Jackson Blvd. Chicago, IL 60606	_____
Insurance Certificate or Self-Insurance Letter	Provide All Risk Personal Property and General Liability Coverage listing Apple Inc. and its assigns as "Loss Payee" and "Additionally Insured" or provide a self insurance letter as described in the "Insurance Coverage Requirements."	_____
Acceptance Certificate (Exhibit B)	Lessee Signature, Name/Title & Execution Date. <i>Sign upon Acceptance</i>	_____
Advance Lease Payment	Invoice attached, if applicable.	_____
Board Resolution or Minutes approving the Lease Purchase	Please provide a copy.	_____

)



Master Lease Purchase Agreement

This Master Lease Purchase Agreement dated as of MAY 27, 2020 (this "Master Lease") is entered into by and between Apple Inc. ("Lessor") and Independent School District No. 273 ("Lessee").

1. MASTER LEASE; SCHEDULES. Subject to the terms of this Master Lease, Lessee agrees to lease, purchase and acquire from Lessor certain equipment and/or software (the "Equipment") as may be described in any lease schedule in the form of Exhibit A (each, a "Schedule") which may be executed by the parties from time to time. Nothing in this Master Lease shall be construed to impose any obligation upon, or otherwise commit, Lessor to enter into any proposed Schedule, it being understood that whether Lessor enters into any proposed Schedule shall be a decision solely within Lessor's discretion. Lessee understands that Lessor requires certain documentation and information necessary to enter into any Schedule, and Lessee agrees to provide Lessor with any documentation or information Lessor may request in connection with Lessor's review of any proposed Schedule. Such documentation may include but shall not be limited to: (a) a description of the proposed Equipment, including the cost and its contemplated use and location, (b) information related to the vendor(s) manufacturing, licensing (subject to the terms of the Vendor's applicable end user license agreement(s)), delivering, installing or maintaining the proposed Equipment for Lessee (the "Vendor"), (c) documentation or information concerning the financial condition of Lessee, and (d) other information related to the Schedule and Lessee. The terms and conditions of this Master Lease (including all exhibits and any amendments hereto), are incorporated by reference into each Schedule and each Schedule, once executed by Lessor and Lessee, shall constitute a separate and independent lease and installment purchase of the Equipment identified therein, hereinafter referred to as a "Lease."

2. INVOICE PAYMENT OR REIMBURSEMENT. With respect to any Lease, and subject to the provisions of Section 3 if applicable, Lessor shall have no obligation whatsoever to make any payment to a Vendor or reimburse Lessee for any payment made to a Vendor for the Equipment that is the subject of such Lease until three (3) business days after Lessor's receipt of the following in form and substance satisfactory to Lessor in its sole discretion: (a) a Schedule executed by a duly authorized representative of Lessee; (b) a fully executed partial or final acceptance certificate as applicable, in the form of Exhibit B ("Acceptance Certificate"); (c) a resolution or evidence of other official action taken by Lessee's governing body authorizing Lessee to enter into the related Lease and any applicable Escrow Agreement, the acquisition of the Equipment subject thereto, and confirming that Lessee's actions were in accordance with all applicable state, local and federal laws, including laws regarding open meetings and public bidding; (d) evidence of insurance with respect to the Equipment in accordance with the provisions of Section 15 of this Master Lease; (e) a Vendor invoice for the Equipment and, if such invoice has been paid by Lessee, evidence of payment thereof and, if applicable, evidence of official intent to reimburse such payment as required by the Treasury Regulations; (f) a completed and executed Form 8038-G or 8038-GC; (g) an Incumbency Certificate substantially in the form attached as Exhibit C; (h) a Bank Qualification Designation substantially in the form attached as Exhibit D; (i) Lease Payment Instructions substantially in the form attached as Exhibit E; (j) Insurance Coverage Requirements in the form attached as Exhibit F; (k) an opinion of Lessee's counsel substantially in the form attached as Exhibit G; and (l) such other documents, items, or information reasonably required by Lessor.

3. ESCROW AGREEMENT. Upon agreement by both Lessee and Lessor as to any Lease, the parties shall enter into an escrow agreement (an "Escrow Agreement") with an escrow agent selected by Lessee, such selection subject to Lessor's approval, establishing an account from which the cost of the Equipment subject to such Lease is to be paid (the "Escrow Account"). Upon execution and delivery of an Escrow Agreement by the parties thereto and satisfaction of any conditions precedent set forth in Section 2 of this Master Lease or in such Escrow Agreement, Lessor shall deposit or cause to be deposited into the Escrow Account under the related Escrow Agreement funds for the payment of the costs of acquiring the Equipment under such Lease. Lessee acknowledges and agrees that no disbursements shall be made from an Escrow Account except for portions of the Equipment that are operationally complete and functionally independent and that may be fully utilized by Lessee without regard to whether the balance of the Equipment is delivered and accepted.

4. DELIVERY AND ACCEPTANCE OF EQUIPMENT. Lessee shall order the Equipment, cause the Equipment to be delivered and installed at the location specified in each Lease, and pay any and all delivery and installation costs and applicable sales and other taxes in connection therewith. When the Equipment identified in any Lease has been delivered and installed, Lessee shall immediately inspect the Equipment and evidence its acceptance by executing and delivering to Lessor the Acceptance Certificate. If Lessee signed a purchase contract for the Equipment, by signing a Schedule Lessee assigns its rights, but none of its obligations under the purchase contract, to Lessor.

5. LEASE PAYMENTS. Lessee agrees to pay "Lease Payments" to Lessor in accordance with the payment schedule set forth in each Lease, exclusively from legally available funds, consisting of principal and interest components in the amounts and on such dates as provided in each Lease. Lessee shall pay Lessor a charge on any Lease Payment not paid on the date such payment is due at the rate of 12% per annum or the highest lawful rate, whichever is less, from such due date until paid. The "Commencement Date" for each Lease is the date when interest commences to accrue under such Lease, which date shall be the earlier of (a) the date Lessee partially or fully accepts the Equipment pursuant to Section 4, or (b) the date of Lessor's deposit into an Escrow Account of sufficient monies to purchase the Equipment. Lessor will advise Lessee as to the address to which Lease Payments shall be sent. The Lease Payment is due whether or not Lessee receives an invoice. Restrictive endorsements on checks sent by Lessee will not reduce Lessee's obligations to Lessor. Unless a proper exemption certificate is provided, applicable sales and use taxes may be paid by Lessee from funds advanced to Lessee by Lessor for such purpose in connection with the execution and delivery of the related Lease or may be paid by Lessee pursuant to Section 4 hereof. ***Lessor and Lessee understand and intend that the obligation of Lessee to pay Lease Payments under each Lease shall constitute a current***

expense of Lessee and shall not in any way be construed to be a debt of Lessee in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness or debt by Lessee, nor shall anything contained in this Master Lease or in any Lease constitute a pledge of the general tax revenues, funds or monies of Lessee.

6. NON-APPROPRIATION OF FUNDS. Lessee is obligated to pay Lease Payments under each Lease for each fiscal period as may lawfully be made from funds budgeted and appropriated for that purpose for such fiscal period. Lessee currently intends to remit and reasonably believes that funds in an amount sufficient to remit all Lease Payments and other payments under each Lease can and will lawfully be appropriated and made available to permit Lessee's continued utilization of the Equipment under such Lease and the performance of its essential function during the scheduled "Lease Term" as reflected in each Lease. Lessee currently intends to do all things lawfully within its power to obtain and maintain funds from which the Lease Payments under each Lease may be made, including making provision for such payments to the extent necessary in each budget or appropriation request adopted in accordance with applicable provisions of law. Notwithstanding the foregoing, Lessor acknowledges that the decision whether or not to budget and appropriate funds or to extend the term of a Lease for any period beyond the original or any additional fiscal period is within the discretion of the governing body of Lessee. In the event that Lessee's governing body fails or is unwilling to budget, appropriate or otherwise make available funds for the payment of Lease Payments and other payments, if any, under a Lease following the then current fiscal period (an "Event of Non-appropriation"), Lessee shall have the right to terminate such Lease on the last day of the fiscal period for which sufficient appropriations were made without penalty or expense, except as to the portion of any Lease Payment for which funds shall have been appropriated and budgeted, in which event Lessee shall return the Equipment subject to such Lease in accordance with Section 19 of this Master Lease. Lessee agrees to deliver notice to Lessor of such Event of Non-appropriation with respect to a Lease and termination at least thirty (30) days prior to the end of the then current fiscal period, but failure to give such notice shall not extend the term of the affected Lease beyond such then current fiscal period.

7. UNCONDITIONAL OBLIGATION. UPON THE COMMENCEMENT DATE OF A LEASE PURSUANT TO SECTION 5 OF THIS MASTER LEASE, AND EXCEPT AS PROVIDED IN SECTION 6, "NON-APPROPRIATION OF FUNDS," THE OBLIGATIONS OF LESSEE TO MAKE LEASE PAYMENTS AND TO PERFORM AND OBSERVE THE OTHER COVENANTS AND AGREEMENTS CONTAINED IN EACH LEASE SHALL BE ABSOLUTE AND UNCONDITIONAL IN ALL EVENTS WITHOUT ABATEMENT, DIMINUTION, DEDUCTION, SET-OFF OR DEFENSE, FOR ANY REASON INCLUDING, WITHOUT LIMITATION, ANY FAILURE OF THE EQUIPMENT TO BE DELIVERED OR INSTALLED, ANY DISPUTES WITH LESSOR OR ANY VENDOR OF ANY EQUIPMENT, DEFECTS, MALFUNCTIONS OR BREAKDOWNS IN THE EQUIPMENT, ANY ACCIDENT, CONDEMNATION, DAMAGE, DESTRUCTION, OR UNFORESEEN CIRCUMSTANCE, OR ANY TEMPORARY OR PERMANENT LOSS OF ITS USE.

8. DISCLAIMER OF WARRANTIES. THE SOLE WARRANTY FOR THE EQUIPMENT IS THE APPLICABLE PRODUCT WARRANTY (DEFINED BELOW). LESSOR MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WHATSOEVER, INCLUDING WITHOUT LIMITATION, AS TO THE EQUIPMENT'S MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SUITABILITY, DESIGN, CONDITION, DURABILITY, OPERATION, QUALITY OF MATERIALS OR WORKMANSHIP, NON-INFRINGEMENT, OR COMPLIANCE WITH SPECIFICATIONS OR APPLICABLE LAW, OR THAT THE OPERATION OR USE OF THE EQUIPMENT WILL BE UNINTERRUPTED, SECURE OR FREE OF ERRORS, DEFECTS, VIRUSES, MALFUNCTIONS, AND LESSEE, AS OF THE DATE OF LESSEE'S ACCEPTANCE AS SET FORTH IN SECTION 4, ACCEPTS SUCH EQUIPMENT AS IS AND WITH ALL FAULTS. LESSEE ACKNOWLEDGES THAT LESSEE HAS SELECTED THE EQUIPMENT BASED UPON LESSEE'S OWN JUDGMENT. Lessee acknowledges that the Equipment was manufactured and/or assembled, or in the case of software was developed and licensed, by the applicable Vendor and that any warranty rights with respect to such Equipment shall be provided by the applicable Vendor (the "Product Warranty"). Lessee agrees to settle any dispute it may have regarding performance of the Equipment directly with the applicable Vendor and not to make any claim against the Lease Payments due Lessor or any Assignee (as hereinafter defined). Lessee agrees to continue to pay Lessor, or such Assignee (as applicable), all Lease Payments and other payments without abatement or set off for any dispute with a Vendor regarding the Equipment. Nothing in this Master Lease or in any Lease shall relieve Apple Inc. of its obligations under the Product Warranty offered by Apple Inc. for applicable Apple-branded Equipment. Lessee acknowledges and agrees that the Product Warranty is a separate agreement between Lessee and the applicable Vendor and that such Product Warranty is not a part of this Master Lease or any Lease.

9. TITLE AND SECURITY INTEREST. Unless otherwise required by the laws of the state where Lessee is located, during each Lease Term, title to the Equipment shall be vested in Lessee, subject to the rights of Lessor under such Lease. In the event Lessor terminates a Lease pursuant to Section 17 of this Master Lease or an Event of Non-Appropriation occurs under a Lease, title to the related Equipment shall immediately vest in Lessor free and clear of any rights, title or interests of Lessee. Lessee, at its expense, shall protect and defend Lessee's title to the Equipment and Lessor's rights and interests therein and keep the Equipment free and clear from any and all claims, liens, encumbrances and legal processes of Lessee's creditors and other persons.

To secure the payment of all of Lessee's obligations under each Lease, Lessee hereby grants to Lessor a first priority purchase money security interest in the Equipment subject to each such Lease, anything attached or added to the Equipment by Lessee at any time, Lessee's rights under each agreement for the licensing of software to the extent that a security interest therein may be granted without violating the terms of such agreement, and on all proceeds, including proceeds from any insurance claims for loss or damage, from such Equipment. Lessee authorizes Lessor to file a financing statement perfecting Lessor's security interest under the laws of Lessee's state. Lessee agrees to promptly execute such additional documents, in a form satisfactory to Lessor, which Lessor deems necessary or appropriate to establish and maintain its security interest in the Equipment. The Equipment is and will remain personal property and will not be deemed to be affixed to or a part of the real estate on which it may be situated. If applicable, as further security therefor, Lessee hereby grants to Lessor a first priority security interest in the cash and negotiable

instruments from time to time comprising each Escrow Account and all proceeds (cash and non-cash) thereof, and agrees with respect thereto that Lessor shall have all the rights and remedies of a secured party under the applicable Uniform Commercial Code.

10. USE, MAINTENANCE AND REPAIR. Upon installation, no item of Equipment will be moved from the location specified for it in the related Lease (the "Equipment Location") without Lessor's prior consent, which consent will not be unreasonably withheld, except that any items of Equipment that are intended by design to be a mobile piece of technology (i.e. laptop computers) may be moved within the continental U.S. without consent. Lessor shall have the right at all reasonable times during regular business hours, subject to compliance with Lessee's customary security procedures, to enter into and upon the property of Lessee for the purpose of inspecting the Equipment. In order to facilitate the use of the Equipment by students and/or Lessee's employees ("Authorized Users") while on premises other than those belonging to Lessee, Lessee acknowledges and agrees that: (a) Lessee shall use due care to ensure that the Equipment is not (i) used in violation of any applicable law, in a manner contrary to that contemplated by the related Lease, or for private business purposes, or (ii) used by anyone other than Authorized Users; and (b) Lessee (and not Authorized Users) shall be solely responsible for (i) maintaining insurance in accordance with the terms of the related Lease, (ii) payment of any applicable sales, property and other taxes on the Equipment, and (iii) return of the Equipment under a Lease to Lessor upon the occurrence of an Event of Default or Event of Non-appropriation thereunder. Lessee agrees that it will use the Equipment under each Lease in the manner for which it was intended, as required by all applicable manuals and instructions and as required to keep the Equipment eligible for any manufacturer's certification and/or standard, full service maintenance contract. Lessee agrees that it will, at Lessee's own cost and expense, maintain, preserve and keep the Equipment under each Lease in good repair, condition and working order, ordinary wear and tear excepted. All replacement parts and repairs shall be governed by the terms of the related Lease. Lessee will not make any permanent alterations to the Equipment that will result in a decrease in the market value of the Equipment.

11. LIENS; TAXES. LESSEE WILL NOT SELL, TRANSFER, ASSIGN, PLEDGE, SUB-LEASE OR PART WITH POSSESSION OF THE EQUIPMENT, OR FILE OR PERMIT A LIEN TO BE FILED AGAINST THE EQUIPMENT, EXCEPT AS OTHERWISE EXPRESSLY PROVIDED UNDER THIS MASTER LEASE AND THE RELATED LEASE. The parties to this Master Lease intend that the Equipment will be used for governmental or proprietary purposes of Lessee and that the Equipment will be exempt from all property taxes. Lessee shall timely pay all assessments, license and filing fees, taxes (including sales, use, excise, personal property, ad valorem, stamp, documentary and other taxes) and all other governmental charges, fees, fines or penalties whatsoever, whether payable by Lessor or Lessee, now or hereafter imposed by any governmental body or agency on or relating to the Equipment or the Lease Payments or the use, registration, rental, shipment, transportation, delivery, ownership or operation of the Equipment and on or relating to this Master Lease or any Lease; *provided, however*, that the foregoing shall not include any federal, state or local income or franchise taxes of Lessor.

12. LIMITATION OF LIABILITY. NOTWITHSTANDING ANYTHING TO THE CONTRARY, LESSOR SHALL NOT BE LIABLE FOR ANY DIRECT DAMAGES OF LESSEE RESULTING FROM, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY. FURTHER, NOTWITHSTANDING ANYTHING TO THE CONTRARY, with respect to each Lease, Lessee agrees that (a) Lessor shall have no liability, cost or expense with respect to transportation, installation, selection, purchase, lease, ownership, possession, modification, maintenance, condition, operation, use, return or disposition of the Equipment, and (b) Lessor shall have no responsibility in connection with the selection of the Equipment, the ordering of the Equipment, its suitability for the use intended by Lessee, Lessee's compliance or non-compliance with competitive pricing and/or bidding requirements, the acceptance by the Vendor of the order submitted, if applicable, or any delay or failure by the Vendor or its sales representative to, deliver, install, or maintain the Equipment for Lessee's use. IN NO EVENT SHALL LESSOR BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES IN CONNECTION WITH OR ARISING OUT OF ANY LEASE OR THE EXISTENCE, FURNISHING, FUNCTIONING OR LESSEE'S USE OF ANY ITEM OF EQUIPMENT PROVIDED FOR IN ANY LEASE, WHETHER IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY AND REGARDLESS OF WHETHER LESSOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE PARTIES AGREE THAT THE PROVISIONS IN THIS MASTER LEASE FAIRLY ALLOCATE THE RISKS BETWEEN THE PARTIES WITHOUT WHICH THEY WOULD NOT HAVE ENTERED INTO THIS MASTER LEASE.

13. IDENTIFICATION. Lessor shall be entitled to insert missing or correct information on the related Lease, including, without limitation, Lessee's official name, serial numbers and any other information describing the Equipment under such Lease; provided that Lessor forwards copies of such changes to Lessee.

14. LOSS OR DAMAGE. Lessee shall be responsible for any loss, theft of and/or damage to the Equipment or any portion thereof from any cause whatsoever, regardless of the extent or lack of insurance coverage, from the time the Equipment is delivered to Lessee pursuant to the related Lease until the end of the Lease Term thereunder or until the Equipment is returned to Lessor pursuant to Section 19 of this Master Lease. If any item of the Equipment is lost, stolen or damaged, Lessee shall immediately provide written notice of such loss to Lessor and shall, within fifteen (15) days after such loss, at Lessee's option, either: (a) repair the damaged Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, (b) replace the damaged Equipment at Lessee's sole cost and expense with equipment having substantially similar manufacturer's specifications and of equal or greater value to the damaged Equipment immediately prior to such Equipment being damaged, such replacement equipment to be subject to Lessor's approval, whereupon such replacement equipment shall be substituted in the applicable Lease and the other related documents by appropriate endorsement or amendment; or (c) pursuant to Section 18(b), purchase Lessor's interest in the damaged Equipment on a pro rata basis (notwithstanding the limitation in Section 18(b) only to prepaying in whole) and continue the related Lease for the non-damaged Equipment for the balance of the applicable Lease Term. In such event, Lessor will provide Lessee with a revised amortization of Lease Payments for the non-

damaged Equipment. Lessor will forward to Lessee any insurance proceeds which Lessor receives for damaged Equipment for Lessee's use in the repair or replacement of the damaged Equipment, unless there has been an Event of Default or an Event of Non-appropriation by Lessee, in which event Lessor will apply any insurance proceeds received to reduce Lessee's obligations under Section 17 of this Master Lease.

15. INSURANCE. In the event that Lessee is not self-insured (as hereafter provided), Lessee shall, at its expense, keep the Equipment fully insured against loss, fire, theft, damage or destruction from any cause whatsoever in an amount not less than the greater of (a) the total Lease Payments for the Lease Term under the related Lease or (b) the full replacement cost of the Equipment without consideration for depreciation. Upon Lessor's request, Lessee shall also provide such additional insurance against injury, loss or damage to persons or property arising out of the use or operation of the Equipment as is customarily maintained by owners of property similar to the Equipment. With Lessor's prior written consent, Lessee may self-insure against such risks. The policy shall state that Lessor shall be notified of any proposed cancellation at least 30 days prior to the date set for cancellation. All such insurance shall be in form, issued by such insurance companies and be in such amounts as shall be satisfactory to Lessor, and shall provide that losses, if any, shall be payable to Lessor as "loss payee," and all such liability insurance shall include Lessor as an "additional insured." Upon Lessor's request, Lessee shall provide Lessor with a certificate or other evidence of insurance acceptable to Lessor evidencing the insurance coverage required under the related Lease. In the event Lessee fails to provide such evidence within 10 days of Lessor's request, or upon Lessor's receipt of a notice of policy cancellation, Lessor may (but shall not be obligated to) obtain insurance covering Lessor's interest in the Equipment at Lessee's sole expense. Lessee will pay all insurance premiums and related charges.

16. DEFAULT. Lessee will be in default under a Lease upon the occurrence of any of the following (each, an "Event of Default"): (a) Lessee fails to pay any Lease Payment or other payment due in full under such Lease within 10 calendar days after its due date; (b) Lessee fails to perform or observe any other promise or obligation in this Master Lease and/or any Lease and does not correct the default within 30 days after written notice of default by Lessor; (c) any representation, warranty or statement made by Lessee in this Master Lease or any Lease shall prove to have been false or misleading in any material respect when made; (d) Lessee fails to obtain and maintain insurance as required by Section 15, or any insurance carrier cancels any insurance on the Equipment; (e) the Equipment or any portion thereof is misused, used in a manner not authorized by the applicable end user license agreement (if any) accompanying such Equipment, or used in violation of the terms of the related Lease; (f) the Equipment or any part thereof is lost, destroyed, or damaged beyond repair and remains uncured in accordance with Section 14; (g) a petition is filed by or against Lessee under any bankruptcy or insolvency laws; or (h) an Event of Default occurs under any other Lease or prior financing with Lessor or assigns or their respective affiliates, but any such Assignee may only exercise remedies with respect to other Leases for which it is the Assignee.

17. REMEDIES. Upon the occurrence of an Event of Default under a Lease, Lessor may, in its sole discretion, do any or all of the following (without penalty, liability or obligation on Lessor's part and without limiting any other rights or remedies available to Lessor): (a) provide written notice to Lessee of the Event of Default; (b) as liquidated damages for loss of a bargain, and not as a penalty, declare due and payable any and all amounts which may then be due and payable under the Lease, plus all Lease Payments remaining through the end of the then current fiscal period; (c) with or without terminating the Lease Term under such Lease, (i) enter the premises where the Equipment is located and retake possession of such Equipment or require Lessee at Lessee's expense to promptly return any or all of such Equipment to the possession of Lessor in accordance with the requirements in Section 19, and (ii) at Lessee's expense, sell or lease such Equipment or, for the account of Lessee, sublease such Equipment, continuing to hold Lessee liable for the difference between the Lease Payment payable by Lessee pursuant to the terms of such Lease to the end of the current fiscal period and the net proceeds of any such sale, lease or sublease. Lessor may require Lessee to remove all proprietary data from the Equipment, holding Lessor and its assigns harmless if Lessee fails to do so. Lessee will not make any claims against Lessor or the Equipment for trespass, damage or any other reason. The exercise of any of such remedies shall not relieve Lessee of any other liabilities under any other Lease. Without limiting the foregoing, Lessor may take whatever action, either at law or in equity, may appear necessary or desirable to enforce its rights under any Lease, or as a secured party in any or all of the Equipment. No remedy of Lessor is intended to be exclusive and every such remedy, now or hereafter existing, at law or in equity, shall be cumulative and shall be in addition to every other remedy given under a Lease. In the event that Lessor sells or otherwise liquidates the Equipment following an Event of Default or an Event of Non-appropriation as herein provided and realizes net proceeds (after payment of costs) in excess of total Lease Payments under the related Lease that would have been paid during the related scheduled Lease Term plus any other amounts then due under the related Lease or Leases, Lessor shall immediately pay the amount of any such excess to Lessee.

18. PURCHASE OPTION. At the option of Lessee, and provided that no Event of Default or Event of Non-appropriation has occurred and/or is continuing under any Lease, Lessor's interest in all, but not less than all, of the Equipment subject to a Lease will be transferred, conveyed and assigned to Lessee, free and clear of any right or interest of Lessor, and such Lease shall terminate: (a) upon payment in full of all Lease Payments under such Lease and all other amounts then due thereunder or (b) on any Lease Payment due date under such Lease, provided that Lessee shall have delivered written notice at least 30 days prior to such date of Lessee's intention to purchase the Equipment subject to such Lease pursuant to this provision, by paying to Lessor, in addition to the Lease Payment due on such date, an amount equal to the purchase price (the "Purchase Price") shown for such Lease Payment due date in the payment schedule included in the applicable Lease. Lessee hereby acknowledges that the Purchase Price under a Lease includes a prepayment premium.

19. RETURN OF EQUIPMENT. In the case of an Event of Default under a Lease or an Event of Non-appropriation by Lessee with respect to a Lease in accordance with Section 6, Lessee will, at Lessee's sole cost and expense, immediately return the Equipment (including all copies of any software free of any proprietary data), manuals, and accessories to any location and aboard any carrier Lessor may designate in the continental United States. The Equipment must be properly packed for shipment in accordance with the manufacturer's recommendations or specifications, freight prepaid and insured, and maintained in accordance with the terms of the related Lease. All Equipment must be free of markings. Lessee will pay Lessor for any missing

or defective parts or accessories. Lessee will continue to pay Lease Payments until the Equipment is accepted by Lessor, which acceptance shall be deemed to occur fifteen (15) days after delivery unless Lessor rejects the Equipment for good cause within such fifteen (15) day period. Notwithstanding anything in this Section 19 to the contrary, any amounts to be paid by Lessee as provided in this Section 19 shall be payable solely from funds legally available for the purpose.

20. LESSEE'S REPRESENTATIONS AND WARRANTIES. Lessee hereby represents, covenants and warrants for the benefit of Lessor that as of the date hereof and as of Commencement Date for each Lease, and throughout each Lease Term: (a) Lessee is a state or political subdivision thereof within the meaning of Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"); (b) Lessee is duly organized and existing under the Constitution and laws of the state in which Lessee is located; (c) Lessee is authorized to enter into and carry out its obligations under this Master Lease and each Lease and every other document required to be delivered in connection with this Master Lease and a Lease; (d) this Master Lease and each Lease have been duly authorized, executed and delivered by Lessee in accordance with all applicable laws, codes, ordinances, regulations, and policies; (e) any person signing the Master Lease and each Lease has the authority to do so, is acting with the full express authorization of Lessee's governing body, and holds the office indicated below his or her signature, which is genuine; (f) the Equipment is essential to the immediate performance of a governmental or proprietary function by Lessee within the scope of Lessee's authority and shall be used during the Lease Term only by Lessee and only to perform such function; (g) Lessee intends to use the Equipment for the entire Lease Term and shall take such action, in accordance with Section 6, to include in its annual budget request, for submission to Lessee's governing body, any funds required to fulfill Lessee's obligations for each succeeding fiscal period during the applicable Lease Term; (h) Lessee has complied fully with all applicable laws, codes, ordinances, regulations, and policies, governing open meetings, competitive pricing and/or public bidding and appropriations required in connection with each Lease, the selection and acquisition of the Equipment and the selection of Vendor; (i) all payments due and to become due during Lessee's current fiscal period under a Lease are within the fiscal budget of such fiscal period, and are or will be included within an unrestricted and unencumbered appropriation currently available for the lease/purchase of the Equipment under the related Lease; (j) Lessee shall not do or cause to be done any act which shall cause, or by omission of any act allow, the interest portion of any Lease Payment to become includible in Lessor's gross income for Federal income taxation purposes under the Code; (k) Lessee shall comply with the information reporting requirements of Section 149(e) of the Code with respect to each Lease (such compliance shall include, but not be limited to, the execution of Form 8038-G or 8038-GC information reporting returns as appropriate); (l) all financial information provided by Lessee is true and accurate and fairly represents Lessee's financial condition; (m) Lessee has not for at least its most recent ten fiscal periods failed to appropriate or otherwise make available funds sufficient to pay rental or other payments coming due under any lease purchase, installment sale or other similar agreement; (n) there is no litigation, pending or threatened that would materially adversely affect the transactions contemplated by this Master Lease, any Lease or the financial condition of Lessee; and (o) any and all Equipment that Lessee leases, purchases and/or acquires pursuant to this Master Lease and any Lease hereunder is for Lessee's internal purposes only and Lessee is not and will not lease, purchase or acquire the Equipment for resale.

21. ASSIGNMENT. Lessor may, upon notice to Lessee but without Lessee's consent, sell, assign, or transfer from time to time Lessor's rights, title, and interest under this Master Lease and/or any Lease or Leases or interest therein, including the right to receive Lease Payments under a Lease and Lessor's security interest in the Equipment under a Lease and any related Escrow Agreement to one or more assignees or subassignees (each, an "Assignee"). Lessee agrees that, upon such assignment, the Assignee will have the same rights and benefits of Lessor under the terms of the related Lease. Lessee agrees that the rights of Assignee will not be subject to any claims, defenses, or set-offs that Lessee may have against any Vendor. Upon notice to Lessee of such assignment, Lessee agrees to respond to any requests about the related Lease and, if directed by Lessor, to pay Assignee all Lease Payments and other amounts due under such Lease. Lessee hereby appoints Lessor as its agent to maintain a record of all assignments of each Lease in a form sufficient to comply with the registration requirements of Section 149(a) of the Code and the regulations prescribed thereunder from time to time, and Lessor agrees to maintain such registration record.

22. ADDITIONAL PAYMENTS. Lessor may, but is not obligated to, take on Lessee's behalf any action which Lessee fails to take as required by any Lease, and Lessee shall pay any expenses incurred by Lessor in taking such action, which will be in addition to the Lease Payments as set forth in the related Lease.

23. RELEASE AND INDEMNIFICATION. To the extent permitted by applicable state law and subject to Section 6, Lessee shall indemnify, release, protect, hold harmless, save and defend Lessor from and against any and all liability, obligation, loss, claim, tax and damage whatsoever, regardless of the cause thereof, and all costs and expenses in connection therewith (including, without limitation, attorneys' fees) arising out of or resulting from (a) entering into this Master Lease and/or any Lease; (b) the ownership of any item of Equipment; (c) the ordering, acquisition, use, installation, deployment, testing, operation, condition, purchase, delivery, rejection, storage or return of any item of Equipment; (d) any damage to property or personal injury or death of any person in connection with the operation, use, installation, deployment, testing, condition, possession, storage or return of any item of Equipment, or in connection with or resulting from Lessee's acts, omissions, negligence, misconduct or breach of any provision of this Master Lease or any Lease(s) hereunder; and/or (e) the breach of any covenant or any material representation of Lessee contained in this Master Lease or any Lease. The indemnification obligations set forth herein shall continue in full force and effect notwithstanding the payment in full of all obligations under any Lease or the termination of the Lease Term under any Lease for any reason.

24. MISCELLANEOUS. Each Lease, together with this Master Lease, contains the entire agreement of the parties regarding the subject matter hereof which is limited to lease financing. **TIME IS OF THE ESSENCE IN EACH LEASE.** If a court of competent jurisdiction finds any provision of any Lease to be unenforceable, the remaining terms of such Lease shall remain in full force and effect. Each Lease may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument; provided, however, that only counterpart one of each Lease (including the terms and conditions of this Master Lease incorporated therein by reference) shall constitute the original for such Lease for purposes of the sale or transfer of such Lease as chattel paper. References herein to "Lessor" shall be deemed to include each of its

Assignees from and after the effective date of each assignment; references herein to "Lessor" shall not refer to Apple Inc. in its capacity as a Vendor or in any capacity other than as a lessor hereunder. The captions or heading in this Master Lease and in each Lease are for convenience only and in no way define, limit or describe the scope or intent of any provisions. This Master Lease and each Lease will be governed by the laws of the state where Lessee is located without regard to the conflict of law principles thereof. Lessor and Lessee both intend to comply with all applicable laws. If it is determined that Lessee's payments under the Lease result in an interest payment higher than allowed by applicable law, then any excess interest collected will be applied to the repayment of principal, and interest will be charged at the highest rate allowed by law.

25. NOTICES. All written notices under any Lease must be sent by certified mail or recognized overnight delivery service, postage prepaid, to the addresses as stated on each Lease, or by facsimile transmission, with written confirmation of receipt.

IMPORTANT: READ BEFORE SIGNING. THE TERMS OF THIS MASTER LEASE AND EACH LEASE SHOULD BE READ CAREFULLY BECAUSE ONLY THOSE TERMS IN WRITING ARE ENFORCEABLE. TERMS OR ORAL PROMISES WHICH ARE NOT CONTAINED IN THIS MASTER LEASE OR A LEASE MAY NOT BE LEGALLY ENFORCED. THE TERMS OF THIS MASTER LEASE OR A LEASE MAY ONLY BE CHANGED BY ANOTHER WRITTEN AGREEMENT BETWEEN THE PARTIES. EXCEPT FOR AN EVENT OF NON-APPROPRIATION, EACH LEASE IS NOT CANCELABLE BY LESSEE.

LESSOR: APPLE INC.

LESSEE: Independent School District No. 273
5701 Normandale Road
Edina, MN 55424

BY: _____

BY: _____

TITLE: _____

TITLE: _____

FED TAX ID#: _____

EXHIBIT A

Schedule No. 1 Dated MAY 27, 2020 to Master Lease Purchase Agreement Dated MAY 27, 2020

This Schedule No. 1 ("Schedule") is entered into pursuant to that Master Lease Purchase Agreement dated MAY 27, 2020 ("Master Lease"), and is effective as of MAY 27, 2020. All of the terms and conditions of the Master Lease, including Lessee's representations and warranties, are incorporated herein by reference. Unless otherwise indicated, all capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Master Lease.

To the extent that less than all of the Equipment subject to this Schedule has been installed and accepted by Lessee on or prior to the date hereof, Lessee hereby acknowledges that a portion of the Equipment has not been delivered, installed and accepted by Lessee for purposes of this Lease. In consideration of the foregoing, Lessee hereby acknowledges and agrees that its obligation to make Lease Payments as set forth in this Schedule is absolute and unconditional as of the date hereof and on each date and in the amounts as set forth in the Lease Payment Schedule, subject to the terms and conditions of the Lease.

Lessee expressly represents that at least ninety-five percent (95%) of the financing cost set forth in this Schedule is being used to acquire Equipment that will be capitalizable for federal income tax purposes

EQUIPMENT LOCATION			
EQUIPMENT LOCATION (NUMBER AND STREET)			
CITY	COUNTY	STATE	ZIP CODE

EQUIPMENT INFORMATION	
QTY	EQUIPMENT DESCRIPTION
	Computer Hardware--See attached Exhibit 1.

LEASE PAYMENT SCHEDULE					
Pmt #	Payment Date	Payment Amount	Interest	Principal	Purchase Price after scheduled payment(s)
Loan	05/27/2020				
1	05/27/2020	82,237.50	0.00	82,237.50	246,712.50
2	05/27/2021	82,237.50	0.00	82,237.50	164,475.00
3	05/27/2022	82,237.50	0.00	82,237.50	82,237.50
4	05/27/2023	82,237.50	0.00	82,237.50	0.00
Grand Totals		328,950.00	0.00	328,950.00	0.0% RATE

Lessee acknowledges that the discounted purchase price for the Lease is \$317,610.60 and that such amount is the Issue Price for the Lease for federal income tax purposes. The difference between the principal amount of this Lease and the Issue Price is Original Issue Discount ("OID") for federal income tax purposes. The Yield for this Lease for federal income tax purposes is 2.39% per annum. Such Issue Price and Yield will be stated in the Form 8038-G or 8038-GC, as applicable.

IMPORTANT: Read before signing. The terms of the Master Lease should be read carefully because only those terms in writing are enforceable. Terms or oral promises which are not contained in this written agreement may not be legally enforced. The terms of the Master Lease or Lease may only be changed by another written agreement between Lessor and Lessee. Lessee agrees to comply with the terms and conditions of the Master Lease and this Lease.

Commencement Date: **MAY 27, 2020**

LESSOR: **APPLE INC.**

LESSEE: **Independent School District No. 273**

SIGNATURE: X _____

SIGNATURE: X _____

NAME / TITLE: X _____

NAME / TITLE: X _____

DATE: X _____

DATE: X _____

EXHIBIT 1 – EQUIPMENT INFORMATION to Schedule No. 1
under Master Lease Purchase Agreement dated MAY 27, 2020

Part Number	Description	Qty	Price	Extended
MW7L2LL/A	10.2-inch iPad Wi-Fi 32GB - Space Gray (10-pack)	1,000	\$294.00	\$294,000.00
BPG22LL/A	STM Dux Plus Duo for 10.2-inch iPad (7th generation) with built-in holder for Apple Pencil Black - Special 10-pack pricing	100	\$349.50	\$34,950.00

Includes all attachments, proceeds, replacements, substitutions, repairs, restorations, modifications and improvements thereof or thereto

EXHIBIT B

ACCEPTANCE CERTIFICATE

Re: Schedule No. 1, dated MAY 27, 2020, (the "Schedule") to Master Lease Purchase Agreement, dated as of MAY 27, 2020, between Apple Inc., as Lessor, and Independent School District No. 273, as Lessee.

Apple Inc. is hereby requested to pay the person or entity designated below as Payee, the sum set forth below in payment of a portion or all of the cost of the acquisition described below. The amount shown below is due and payable under the invoice of the Payee attached hereto with respect to the cost of the acquisition of the equipment and has not formed the basis of any prior request for payment. The equipment described below is part or all of the "Equipment" listed in the Schedule to the Master Lease Purchase Agreement referenced above.

Payee Name: APPLE INC.

<u>Description or Invoice #</u>	<u>\$ Amount</u>
EXHIBIT 1	

Lessee hereby certifies and represents to and agrees with Lessor as follows:

- (1) The Equipment described above has been delivered, installed and accepted on the date hereof.
- (2) Lessee has conducted such inspection and/or testing of the Equipment listed in the Schedule as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes.
- (3) Lessee is currently maintaining the insurance coverage required by Section 15 of the Master Lease.
- (4) No event or condition that constitutes, or with notice or lapse of time or both would constitute, an Event of Default or Event of Non-appropriation (each as defined in the Master Lease) under any Lease exists at the date hereof.

PARTIAL ACCEPTANCE CERTIFICATE (Only a portion of Equipment Has Been Accepted)

LESSEE: **Independent School District No. 273**

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

FINAL ACCEPTANCE CERTIFICATE (All Equipment Has Been Accepted)

LESSEE: **Independent School District No. 273**

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

**PLEASE RETURN PAYMENT REQUEST TO:
APPLE INC. ~ 216 West Jackson Blvd., Suite 200A ~ Chicago, IL 60606**

EXHIBIT C

INCUMBENCY CERTIFICATE

Schedule No. 1 to Master Lease Purchase Agreement dated MAY 27, 2020

Being a knowledgeable and authorized agent of the Lessee, I hereby certify to Lessor that the person(s) who executed the Master Lease and this Schedule are legally authorized to do so on behalf of the Lessee and that the signatures that appear on the Master Lease and Schedule are genuine.

LESSEE: **Independent School District No. 273**

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

(THE INCUMBENCY IS TO BE EXECUTED BY A PERSON OTHER THAN THE SIGNER OF THIS SCHEDULE AND RELATED DOCUMENTS. THIS MAY BE A BOARD CLERK/SECRETARY, BOARD MEMBER OR SUPERINTENDENT.)

EXHIBIT E

LEASE PAYMENT INSTRUCTIONS

Pursuant to the Master Lease Purchase Agreement dated MAY 27, 2020 (the "Master Lease"), Schedule No. 1, between Apple Inc. (the "Lessor") and Independent School District No. 273 (the "Lessee"), Lessee hereby acknowledges the obligations to make Lease Payments promptly when due in accordance with the Lease.

LESSEE NAME: _____

TAX ID#: _____

INVOICE MAILING ADDRESS: _____

Mail invoices to the attention of: _____

Phone (____) _____

Fax (____) _____

Email: _____

Approval of Invoices required by: _____

Phone (____) _____

Fax (____) _____

Email: _____

Accounts Payable Contact: _____

Phone (____) _____

Fax (____) _____

Email: _____

Processing time for Invoices: _____ Approval: _____ Checks: _____

Do you have a Purchase Order Number that you would like included on the invoice? No___Yes___PO# _____

Do your Purchase order numbers change annually? No___Yes___ Processing time for new purchase orders: _____

LESSEE: **Independent School District No. 273**

SIGNATURE: **X** _____

NAME / TITLE: **X** _____

DATE: **X** _____

EXHIBIT F

INSURANCE COVERAGE REQUIREMENTS

Independent School District No. 273

- 1) Insurance Agency - Name of Agency, Phone Number, Fax Number, and Contact Name

- 2) Property Damage & Loss Coverage -

- a) "All Risk" Physical Damage & Loss Insurance
- b) Include: Policy Number, Effective Date and Expiration Date
- c) **APPLE INC. and its Assigns** named "Loss Payee"
- d) Endorsement giving 30 days written notice of any changes or cancellation.

LIMITS: The full replacement value of the equipment.

- 3) General Liability Coverage –

- a) Include: Policy Number, Effective Date and Expiration Date
- b) **APPLE INC. and its Assigns** named "Additionally Insured"
- c) Endorsement giving 30 days written notice of any changes or cancellation

LIMITS: Bodily Injury - \$1,000,000.00 per occurrence
Property Damage - \$250,000.00 per occurrence
Combined Single Limit - \$1,000,000.00 per occurrence

Include: Product and/or completed operations, and blanket contractual liability

- 4) The Certificate Holder should be named as follows:

APPLE INC. and its assigns
216 West Jackson Blvd., Suite 200A
Chicago, Illinois 60606

FOR SELF INSURANCE:

A letter needs to be prepared on Lessee's Letterhead and addressed to **APPLE INC. and its Assigns** and signed by an authorized official of the Lessee. The letter must refer to the Master Lease, and include information regarding the statute authorizing this form of insurance (with a copy of the statute attached to the letter).



K-12 Essential Use Audit

(the Lessee's Technology Coordinator and the Lessee's Finance Manager should complete the Essential Use Audit.)

1) Is the equipment replacing any existing equipment? NO YES If YES, how long has the existing equipment been in use?

1-3 years 3-5 years 5-7 years 7+ years

Why is the existing equipment being replaced? _____

What will be done with the replaced equipment? _____

2) What grade levels, locations, and departments will utilize the equipment to be leased?

- K-4 Math Computer Lab
- 5-6 Science Classroom
- 7-8 Language Arts Other: _____
- 9-12 Social Sciences Other: _____

Who will be the principle users of the equipment? (Total of all users below equals 100%)

- Students: _____% Classified Faculty: _____% Other: _____%
- Certified Faculty: _____% Administrative: _____% Other: _____%

What applications will the equipment be used for and what benefits will the equipment provide?

(use additional pages if necessary)

3) What is/are the source(s) of funding for repayment of the lease?

- Local Tax Revenues
 - State Unrestricted Aid
 - State Categorical Revenues for Technology
 - General Fund
 - Other: _____
- Federal Financial Assistance Programs:
 Title I
 Other: _____

Are the funds to the payment(s) due in the first fiscal year of the lease appropriated and encumbered in the Lessee's approved budget? YES NO **IF NO**, why are the funds not appropriated and encumbered in an approved budget? _____

4) Has the Lessee's governing Board approved entering into the lease? YES **If YES, please provide a copy of Board minutes or resolution.** NO If NO, why is a board approval not required or when will the board approve entering into the lease? _____

5) Has the Lessee ever non-appropriated funds? NO YES If YES, please provide details regarding any non-appropriation: _____

6) Has Lessee issued or does the Lessee intend to issue more than \$10 million in tax-exempt debt during the current year? NO YES

Completed/Signature By: _____ Title: _____ Date: _____

Completed/Signature By: _____ Title: _____ Date: _____

Re: Schedule No. 1, dated MAY 27, 2020 to Master Lease Purchase Agreement dated as of MAY 27, 2020 between Apple Inc., as Lessor, and Independent School District No. 273, as Lessee.

[ATTACH I.R.S. FORM 8038-G OR 8038-GC, AS APPROPRIATE]

APPLE FINANCIAL SERVICES

216 W. Jackson Blvd., Suite 200A
Chicago, IL 60606
Tel (877) 327-1727
Tel (312) 706-1730



INVOICE NO.: -1

INVOICE DATE	DUE DATE
04/27/2020	05/27/2020

INVOICE TO: Independent School District No. 273
Attn: Accounts Payable

REMIT TO: Apple Financial Services
216 W. Jackson Blvd, Suite 200A
Chicago, IL 60606

DESCRIPTION	AMOUNT
Agreement Number:	Payment Number 1 of 4
PO Number:	
DESCRIPTION OF EQUIPMENT:	
Schedule No. 1, dated MAY 27, 2020 to Master Lease Purchase Agreement dated as of MAY 27, 2020 between Apple Inc., as Lessor, and Independent School District No. 273, as Lessee.	
Past Due Balance:	\$0.00
Late Fee:	\$0.00
Documentation Fee:	\$0.00
Maintenance Fee:	\$0.00
Other Fee:	\$0.00
Payment Amount:	\$ 82,237.50
Terms: NET CASH ON DUE DATE Please refer to our invoice no. on remittance	TOTAL DUE \$ 82,237.50

► Under Internal Revenue Code section 149(e)
► See separate instructions.

Department of the Treasury
Internal Revenue Service

Caution: If the issue price is under \$100,000, use Form 8038-GC.
► Go to www.irs.gov/F8038G for instructions and the latest information.

Part I Reporting Authority		If Amended Return, check here <input type="checkbox"/>	
1 Issuer's name Independent School District No. 273		2 Issuer's employer identification number (EIN)	
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a	
4 Number and street (or P.O. box if mail is not delivered to street address) 5701 Normandale Road	Room/suite	5 Report number (For IRS Use Only) 3	
6 City, town, or post office, state, and ZIP code Edina, MN 55424		7 Date of issue 05/27/2020	
8 Name of issue Schedule No. 1 to Master Lease Purchase Agreement Dated MAY 27, 2020		9 CUSIP number	
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions)		10b Telephone number of officer or other employee shown on 10a	

Part II Type of Issue (enter the issue price). See the instructions and attach schedule.			
11 Education	11	\$317,610.	60
12 Health and hospital	12		
13 Transportation	13		
14 Public safety	14		
15 Environment (including sewage bonds)	15		
16 Housing	16		
17 Utilities	17		
18 Other. Describe ►	18		
19a If bonds are TANs or RANs, check only box 19a			<input type="checkbox"/>
b If bonds are BANs, check only box 19b			<input type="checkbox"/>
20 If bonds are in the form of a lease or installment sale, check box			<input type="checkbox"/>

Part III Description of Bonds. Complete for the entire issue for which this form is being filed.					
	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	05/27/2023	\$ 317,610.60	\$ n/a	3 years	2.39 %

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)			
22 Proceeds used for accrued interest	22		
23 Issue price of entire issue (enter amount from line 21, column (b))	23		
24 Proceeds used for bond issuance costs (including underwriters' discount)	24		
25 Proceeds used for credit enhancement	25		
26 Proceeds allocated to reasonably required reserve or replacement fund	26		
27 Proceeds used to refund prior tax-exempt bonds. Complete Part V	27		
28 Proceeds used to refund prior taxable bonds. Complete Part V	28		
29 Total (add lines 24 through 28)	29		
30 Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	30		

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.	
31 Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded	_____ years
32 Enter the remaining weighted average maturity of the taxable bonds to be refunded	_____ years
33 Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY)	_____
34 Enter the date(s) the refunded bonds were issued ► (MM/DD/YYYY)	_____

Part VI Miscellaneous

- | | | |
|------------|--|--|
| 35 | | |
| 36a | | |
| 37 | | |
- 35** Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)
- 36a** Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions
- b** Enter the final maturity date of the GIC ▶ (MM/DD/YYYY) _____
- c** Enter the name of the GIC provider ▶ _____
- 37** Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units
- 38a** If this issue is a loan made from the proceeds of another tax-exempt issue, check box ▶ and enter the following information:
- b** Enter the date of the master pool bond ▶ (MM/DD/YYYY) _____
- c** Enter the EIN of the issuer of the master pool bond ▶ _____
- d** Enter the name of the issuer of the master pool bond ▶ _____
- 39** If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ▶
- 40** If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ▶
- 41a** If the issuer has identified a hedge, check here ▶ and enter the following information:
- b** Name of hedge provider ▶ _____
- c** Type of hedge ▶ _____
- d** Term of hedge ▶ _____
- 42** If the issuer has superintegrated the hedge, check box ▶
- 43** If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ▶
- 44** If the issuer has established written procedures to monitor the requirements of section 148, check box ▶
- 45a** If some portion of the proceeds was used to reimburse expenditures, check here ▶ and enter the amount of reimbursement ▶ _____
- b** Enter the date the official intent was adopted ▶ (MM/DD/YYYY) _____

Signature and Consent	Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.				
	▶ _____ Signature of issuer's authorized representative	▶ _____ Date	▶ _____ Type or print name and title		
Paid Preparer Use Only	Print/Type preparer's name BREANNA IRVIN	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN P01700117
	Firm's name ▶ _____		Firm's EIN ▶ _____		
	Firm's address ▶ 216 W. JACKSON BLVD., SUITE 200-A CHICAGO IL 60606		Phone no. 312.706.1738		



Board Meeting Date: May 18, 2020

TITLE: End of Year Grade Reporting Recommendations-Spring 2020

TYPE: Action

PRESENTER(S): Dr. Randy Smasal

BACKGROUND: Due to the COVID-19 Pandemic, a few grading adjustments are recommended for the end of year grade reporting process.

RECOMMENDATION: Approve the recommended grading adjustments for the Spring 2020 semester.

PRIMARY ISSUE(S) TO CONSIDER: Please consider the impact of the Covid-19 Pandemic on the recommended grading adjustments for the Spring 2020 semester at the three academic reporting levels: Early Childhood (Early Learning Center, Elementary), Middle School, and High School.

ATTACHMENTS:

1. Report (next page)

Grading Adjustments for Distance Learning, Spring 2020

After learning of Governor Walz's order to extend distance learning through the end of the school year, educators in our district began work on a districtwide approach for reporting grades for the 2019-2020 school year. A few end of year grade adjustments are being recommended by administration for school board approval.

An important consideration is how any Pandemic related grade adjustments will be viewed by Colleges and Universities. Post-secondary institutions are aware of the extenuating circumstances K-12 schools are facing during this pandemic, and they have made a commitment to factor in distance learning challenges as they review academic marks earned this school year. Our district's grading guidance for the current school year reflects the need to balance two important factors:

1. Ensuring students are encouraged and motivated to achieve excellence;
2. Holding harmless students who faced significant distance learning-related obstacles that were beyond their control during the governor's stay-at-home orders.

All students, all grades

Grades that are documented during the time period of March 16 through June 30, 2020, reflect the distance learning period resulting from the COVID-19 pandemic. Future use of these grades for academic placement, admission, and/or acceleration, should be used with great caution after balancing the information against student performance in other grading periods.

Note: This message will appear on HS transcripts.

Early Childhood students

Early Learning Center

Early Learning Center students will receive:

- The end of the year Teaching Strategies Gold (TSG) report with the observational data teachers collected on students Literacy, Math, and Social Emotional skills through the Fall and Winter checkpoints. This year the difference will be that teachers will not have end of the year observational data to share with parents.

Elementary students

Every elementary student will receive:

- A report card that will be pre-populated with the grade “NG” (No Grade); this designation reflects that no formal grades were entered during this distance learning timeframe. The following message will also be entered on the report card for families:
 - *A Grade of NG (No Grade) has been entered for all elementary students during the COVID-19 pandemic. A separate end of year summary will be sent from your child’s teacher highlighting the curriculum taught through the spring. When students return to school next fall, teachers will collaborate to determine your child’s learning needs.*
 - Homeroom teacher comments will include a strength and an area for continued learning.
-

Middle School students

- At the end of the semester, middle school teachers will assign a student progress grades using an A, B, C, D, I, P or No Grade (NG) grading scale.
 - No Grade (NG) will be entered for a student who did not complete enough acceptable work throughout the semester to receive a grade at this time. If the student has an NG for a particular course, that will inform their next step for any courses that have prerequisites. A No Grade (NG) will not impact the student’s GPA.
-

High School students

- At the end of this semester, all final grades will be submitted using A, B, C, D, I or NG (No Grade)
 - An Incomplete (I) should be entered for students who have incomplete work, but are working with their assigned teacher to complete assigned work.
 - No Grade (NG) will be entered for a student who did not complete enough acceptable work throughout the semester to receive a grade at this time; a grade of NG earns no credit. An NG will not impact a student’s GPA.
 - In addition, High school students will have the opportunity to turn one or more of their *passing* letter grades this semester to a “P” or Pass. This option will be available AFTER grades are posted. Students applying to change a grade to a “P” should fill out [this form](#) after grades are posted at the end of the semester. A P will not impact a student’s GPA.
 - Students who are currently seniors and who earned a final grade of NG in a course required for graduation will need to enroll in credit recovery at the high school in order to graduate in 2020; please connect with your school counselor to enroll in credit recovery.
- Credits earned during this distance learning timeframe will count toward graduation.

Education Programs

Assessment, Grading and Reporting of Student Progress

I. Purpose

The purpose of this policy is to provide a structure and framework for grading student learning in the district.

II. General Statement of Policy

A. The purpose of student grading includes:

- Communicating the achievement status of students to parents and others
- Providing information that students can use for self-evaluation
- Providing incentives to learn
- Evaluating the effectiveness of instructional programs and classroom instruction

B. Grading should reflect student performance as measured by several forms of assessment. Student performance and achievement should be assessed on classroom subject or course-determined curriculum standards and objectives.

C. Grades reflect a combination of student achievement, student progress in learning, and other student learning factors (i.e. effort, attitude/behavior, work completion).

D. Student understanding of scoring criteria is a hallmark of quality standards-based instruction and grading.

E. Course or subject objectives are aligned with district curriculum standards. Grading practices will be based on assessment of students against a standard for learning and not on arbitrary predetermined percentages that consider quantitative grading conclusions.

F. The grading system at the high school will involve weighted and non-weighted grading and values. This grading system is designed to provide more effective, responsive and flexible postsecondary college and university planning for students.

G. Teachers and other professional staff will not use grading procedures that are open to widely divergent interpretations within and across subjects or courses and grade levels.

III. Definitions

- A. Grades – An assessment tool used by teachers to communicate the achievement status of students to parents, students and others.
- B. Progress Reports – Periodic reporting that provides a grade status report for a student’s scheduled classes or coursework.
- C. Academic Standards – State-prescribed grade and course specifications in particular learning areas of content that are embedded in the curriculum.

IV. Standards for Completing Student Grading and Assessment

A. Grading Criteria

Each school program level (elementary, middle school and high school) will establish standardized grading criteria. The grading criteria will be reflective of the age of the student and the level of content learning. Variations in the grading schedule among schools in a given program area are acceptable when approved by the superintendent.

The grading criteria shall include:

- Definition of grading scale
- Definition of credit and no credit for coursework
- Definition of pass or fail for credit
- Definition of weighted grading (if appropriate)
- Definition of student honor roll or recognition for progress reports
- Frequency of grade reporting schedule

B. Establishing Grading Criteria

The grading criteria will be coordinated by the director of teaching and learning and established by the administration with input from task forces at the elementary, middle and high school levels. The criteria will be reviewed on a periodic basis. The administration will ensure the grading criteria is seamless from kindergarten through grade twelve (see Appendix I).

C. Grading Procedure

The teacher responsible for the instruction of the student’s class or course will complete the necessary assessment and provide the appropriate grade. No grade will be altered without consultation with the assigned teacher.

D. Informing Students and Parents/Guardians

1. Students will be informed of the grading criteria at the beginning of the school year or course. Students and parents will be informed of the grading criteria in each school's handbook and/or course syllabi. Secondary teachers shall determine if a final examination requirement is part of the grading requirement.
2. Each school level will determine the frequency of reporting student progress, including the number of formal marking periods. The school calendar will determine the beginning and end of each marking period.
3. The teacher and/or counselor (when appropriate) may report on a student's progress to the parents/guardians midway through the marking period. A notification shall be made to the parents/guardians when the student is performing unsatisfactorily up to and including the fifth week of the marking period.

E. High School Class Ranking and Honors

A student's high school grade point average and class ranking and academic honors will be based solely on grades approved by the district.

V. Acceptance of Grades from Other Schools, Institutions or Agencies

A. Student Grade Review

The district administration will determine appropriate grade placement, course completion and accepted grade of a student transferring from another public school, nonpublic school, home school, educational institution or educational agency. Transferred students may be required to demonstrate knowledge and expertise of the required standards in a specific course or class to assist the administration in determining grade placement, satisfaction of course completion and appropriate course grade.

The administration may award a passing grade for acceptable course completion versus the grade given from another school, institution or agency. A course grade from home schools will not be included in a student's cumulative grade point average at a district school.

B. Student Grade Transfer Appeals

Appeals by a transfer student will be directed to the director of teaching and learning who will review the information from the school transfer and make a final determination. The decision of the director of teaching and learning is final.

C. High School Diploma

Any student who transfers into the high school and wishes to receive a high school diploma must meet all the district requirements for credits and graduation standards.

VI. Confidentiality

A student's grades and individual assessments are confidential and can only be shared with the student and his/her parents/guardians or designee(s), with parental permission. Confidential information may also be shared with the appropriate teachers, administrators and other educators who are assisting in the student's educational program.

Cross Reference:
Policy 613 (Graduation Requirements)

Policy
adopted: 10/26/09

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

Appendix I

GRADE LETTERS AND VALUES

I. Elementary School

A. Elementary progress is scored on a 4-3-2-1 scale against the academic standards to be accomplished in the subject at the grade level. The criteria are standards-referenced and not based on percentiles.

- 4 – Advanced; independently exceeds standard at this time
- 3 – Proficient; independently meets standard expectations at this time (an excellent score)
- 2 – Partially proficient; making progress toward basics of standard at this time, with support
- 1 – Needs improvement; lacks expected progress towards standard at this time

The scoring points should assist teachers in maintaining a focus on the learning expectations, encourage frequent diagnosis of how well students are meeting them, and align learning expectations, teaching and feedback.

B. Not Assessed

“Not assessed at this time” simply means that the content area or indicator was not assessed for the semester for which the report is provided. In the first semester, for some elementary content areas, and in some specialist classes, it may be premature to provide this assessment information. In other content areas, teachers may balance the distribution of content so that one or two areas are the focus in the fall and other areas in the spring so there will be no score.

C. Progress Reporting for Special Needs Students

Progress by all students is reported against the same criteria; the standards/benchmarks for that grade level. A lack of proficiency on any standard does not signal failure, but signals a need to continue to assist student development in that area. Teachers can include information on student progress on individual goals through the teacher’s comment section of the report, as well as to share if the student has a “replacement curriculum” or the grades are actually provided by another teacher.

II. Secondary Schools

A. Middle School

1. The middle school assigns a letter grade with a numerical value for the purpose of calculating grades for courses or subjects. The following non-weighted letter grade values are used by the middle schools:

A	4.000	B-	2.667	D+	1.333
A-	3.667	C+	2.333	D	1.000
B+	3.333	C	2.000	D-	0.667
B	3.000	C-	1.667	F	0.000

2. In certain cases the letters “NG” (no grade) are earned or a “P” (passing) is granted to represent the passing of a course or subject with a C- or higher when no letter grade is assigned. An “I” (incomplete) may be assigned as indication that work has not met an expected standard or is still in progress.

B. High School

1. A dual-weighted grading system will be implemented at the high school. The dual-weighted grading system will calculate a weighted and an unweighted grade point average for all high school students.
2. Grade Non-weighted Letters and Values

A	4.000	B-	2.667	D+	1.333
A-	3.667	C+	2.333	D	1.000
B+	3.333	C	2.000	D-	0.667
B	3.000	C-	1.667	F	0.000

Each letter grade has been assigned a numerical value for the purpose of calculating final grades and for determining the grade point average of each student.

3. Grade Weighted Letters and Values

A	4.800	B-	3.200	D+	1.600
A-	4.400	C+	2.800	D	1.200
B+	4.000	C	2.400	D-	0.800
B	3.600	C-	2.000	F	0.000

Determined courses at the high school are assigned a weighted value of 1.2 for purposes of calculating a weighted grade point average.

4. Final Exams

Final exams may be given at the discretion of the teacher.

C. Graded Weighted Courses

The criteria and procedures for determining that a course will be designated as a grade weighted course at the high school will involve the following steps:

1. Advanced placement courses will be grade weighted.

2. High school courses that are not advanced placement courses and that are requested to have a weighted status require staff to complete a proposal.
 - a. Teachers or other school professionals will complete a grade weighted course proposal. The proposal content and intent will be discussed at high school area leader meetings and with the area-designated teacher on special assignment (TOSA).
 - b. The proposal will be submitted for approval to the high school principal and director of teaching and learning.
 - c. The new course-weighted proposal will be discussed and reviewed by the Board Teaching and Learning Committee. The submission of a new course weighted proposal will follow the same timeline as secondary new course proposals.
 - d. Following the advisory approval of the Board Teaching and Learning Committee, the proposal will be shared with the school board for discussion and action.

D. Dropping Classes

1. Students who drop a class before the end of the fourth week of the semester due to unique circumstances may receive one of the marks listed below. Non-letter grades have no impact on grade point average. These marks will remain on the student's permanent record until the student retakes the course during a future semester. Non-letter grade marks are:
 - NG – No letter grade assigned; a grade of NG should be supplemented by anecdotal reports to the parent(s)/guardian(s).
 - NC – No credit given for the class; no letter grade assigned.
 - P – Credit granted for passing the class with a C- or higher; no letter grade assigned.
2. Students who drop a class after the end of the fourth week of the semester will incur a penalty by receiving a grade of "F" that will be calculated into the grade point average. An appeal may be submitted by a counselor to the principal on a case-by-case basis where special circumstances should be taken into consideration.

E. Interpretation of Letter Grades

1. A grade is given to every secondary student to reflect the student learning progress. Letter achievement grades are interpreted as follows:

A – Excellent	C – Satisfactory	F – Failure (No credit)
B – Very good	D – Lowest passing grade	I – Incomplete

2. Letter grades should be used only in those courses where the teacher intends to report learning progress that students make on course or subject standards and objectives. Grade distributions will be monitored regularly to identify areas of possible inconsistency. Teachers with classes in which the letter grade approach is not desirable are urged to use another system of reporting student progress. Alternative grading approaches need to be reviewed and approved by area leaders, the principal and the director of teaching and learning.

F. Grade "F"

1. The grade of "F" should be reserved for the student who fails to exert reasonable effort to complete class assignments. The special education student who fails examinations, but demonstrates a mastery of required standards, should not receive an "F" on the report card.
2. In no case should a student be assigned an "F" grade without prior communication with the parent(s)/guardian(s). A midterm communication indicating unsatisfactory progress should be mailed to the family midway through the marking period. If the circumstances were such that this notice was not mailed to the parent(s)/guardian(s), a telephone contact must be made.

G. Incompletes ("I")

1. An incomplete may be used to temporarily indicate low performance or missing work when the grade earned is lower than C-. Teachers may allow retake/resubmission of work until a standard is met at a C- or better level and the grade changed until 30 calendar days after the end of the semester. If this allowance is granted, the school will notify the parent(s)/guardian(s) of this process.

A student who has been provided an opportunity to retake/resubmit work and has an outstanding "I" after the 30 calendar day period will be assigned the original "D" or "F" they would have received.

2. Incompletes due to student absence. Incompletes as a final grade shall be used for those students whose absence from school has not permitted them a fair opportunity to complete the work.
3. Every student, regardless of the reason for an absence, has a right to make up the work missed. Students who have been absent and have not had a reasonable opportunity to complete the class work shall be given an incomplete rather than the letter grade "F."
4. The maximum deadline to remove all incompletes, due to absence, is 30 calendar days after the end of the semester. Work, which has not been made up, will be marked zero. This implies that daily assignments and activities must be well-defined and necessitates complete recordkeeping of

such assignments and activities. A daily plan of activities and assignments shall be replicable for make-up purposes. In essence, a student shall not be able to take a final exam for a course and pass, but shall demonstrate evidence of meeting required course standards through assignments. Teachers and other school professionals are required to contact the student and parent(s)/guardian(s) to provide the student with a thorough timeline and list of required assignments.

5. If the assignments are not made up during the 30 calendar days after the end of a semester, a failure grade shall be given, unless there is a good reason for the continuing incomplete such as a prolonged illness.

Revised: 08/19/13
Revised: 03/14/16
Revised: 07/16/18
Updated: 01/28/19

Appendix II

STUDENT PROGRESS REPORTS

I. Marking Periods

Marking periods will vary in length from one school year to the next. The school calendar adopted each year will determine the beginning and ending of each marking period. Special instructions and details regarding the processing of student progress reports will be issued preceding the close of each marking period by an administrator, when needed. Student learning progress is reported at the end of all marking periods. Those semester courses that meet for one period on an alternating-day basis will have grades issued at the end of the second and fourth marking periods.

II. Progress Reporting for Secondary Schools

- A. Student learning progress may be reported to the parent(s)/guardian(s) midway through the marking period.
- B. Student learning progress on the district's parent portal will be updated on a regular basis, as determined by the district administration.
- C. In addition to regular electronic reporting, parental contact will be made when a student is performing unsatisfactorily up to and including the fifth week of the marking period. This affords the family, teacher and student adequate time to impact the student's performance before the end of the marking period. Appropriate documentation of this contact will be maintained during the academic year.
- D. Teachers and other school professionals are encouraged to contact parent(s)/guardian(s) to highlight unique or significant student contributions on a regular basis.

Revised: 08/19/13



Board Meeting Date: 5/18/2020

TITLE: Policy Review

TYPE: Action

PRESENTER(S): Board Policy Committee

BACKGROUND: The following policies have been reviewed and revised with an eye toward clarity, and to align with district practice and state statutes. A minor change was made to policy 530 per Board discussion on April 20, 2020, and confirmation with the District's Health Services Coordinator.

- 439 – Outside Employment and Conflict of Interest
- 530 – Immunization Requirements

RECOMMENDATION: Accept the revised policies as presented.

ATTACHMENTS:

1. 439 – Outside Employment and Conflict of Interest
2. 530 – Immunization Requirements

Personnel

Outside Employment and Conflict of Interest

I. Purpose

This policy provides district employees with guidance concerning their engagement in employment outside Edina Public Schools and with activities that create or give the appearance of creating a conflict of interest with their employment with the district.

II. General Statement of Policy

Edina Public Schools expects its employees to appropriately complete their professional responsibilities and duties with the district. The district expects that its employees will not engage in any activity or employment that conflicts with or creates the appearance of conflict with the district.

III. Outside Employment and Conflict of Interest Standards and Procedures

- A. Employees' outside employment must not interfere with the proper performance of professional responsibilities, negatively impact their attendance, or reflect adversely on the district.
- B. Employees must not engage in employment that would result in the release, either intentionally or unintentionally, of confidential information.
- C. Conflict of Interest Definitions
 - 1. "Family member" means any blood relative through the second degree and any person living in the same household.
 - 2. "Own or "substantial personal interest" means holding an equity interest equal to more than five percent of an individual's net worth or more than five percent of the ownership of the business or outside organization.
- D. Employees and their family members must not engage in or have financial interest in any activity that creates a conflict of interest with their job duties and responsibilities. This includes:
 - 1. Participating for financial compensation in outside activities where their employment with the district is used to sell goods or services to students or their parents;

2. Engaging in any type of work where the source of information concerning the customer, client or employer originates from information obtained through the district;
 3. Using personal employment with the district, district materials or district facilities to promote outside activities which result, or may result, in personal financial gain or advantage;
 4. Using duty hours, district equipment or district facilities to promote any out- of-school activity resulting in personal financial gain without the authorization of the school district;
 5. Owning a business or nondistrict organization that does business with the school district;
 6. Rendering services as a director, officer, employee of, contractor or consultant to a nondistrict organization that does business with the school district or is in the business of providing for-profit educational services, without the written authorization of the district; and
 7. Representing the school district in a transaction in which the employee or the employee's family member has a substantial personal interest.
- E. For the protection of both the school district and its employees, employees must make timely disclosure of any potential conflict of interest. Employees must exercise good judgment when engaging in employment outside the school district. All disclosures made in compliance with this policy will be treated as personnel data.
- F. The responsibility for disclosure of conflicts of interests rests with employees.

G. It shall not be considered a conflict of interest under this policy for coaches to provide off-season coaching or other outside services to students, in compliance with MSHSL rules, as long as the students and parents or guardians are notified that the coaching or outside services are not required for participation or playing time on the team and the activities do not interfere with the coach's duties. Coaches or their outside employers may charge fees for such voluntary off-season coaching or other services for students. Any solicitation for such services must not be made directly to students, must be accompanied by a notice that participation is not required, and should be offered along with other alternatives for the same or similar coaching or services from someone other than the coach.

G.H. Employees who work outside the district and whose employment is deemed to be in violation of this policy are subject to discipline. Employees are encouraged to consult with their supervisor prior to being involved in outside employment.

Cross Reference:
Policy 908 (Tutoring for Pay)

Policy
adopted: 3/16/09
Revised: 10/24/16
Revised: 3/11/19

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

Students

Immunization Requirements

I. Purpose

This policy requires that all students receive the proper immunizations, as mandated by law, to ensure the health and safety of all students.

II. General Statement of Policy

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of enrollment.

III. Student Immunization Requirements

A. No student may be enrolled or remain enrolled ~~on a full-time, part-time or shared-time basis~~ in allany Edina Schools-sponsored programs elementary or secondary school within the school district ~~or any other program~~ subject to the provisions of Minn. Stat. § 121A.15 until the student or the student's parent or guardian has submitted to the designated district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian will provide to the designated district administrator one of the following statements:

- ~~1. A statement from a physician or a public clinic which provides immunizations stating that the student received the immunizations required by the state of Minnesota for school enrollment; or~~
 - ~~2. A statement from a physician, advanced practice registered nurse, physician assistant, or a public clinic which provides immunizations stating that the student received at least one dose of immunization required by law, and has commenced a schedule of the remaining required immunizations, indicating the month and year each immunization was administered, consistent with medically acceptable standards.~~
1. a statement, from a physician, advanced practice registered nurse, physician's assistant, or a public clinic which provides immunizations (hereinafter "medical statement"), affirming that the student received the immunizations required by law, consistent with medically acceptable standards; or
 2. a medical statement, affirming that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month

and year each immunization was administered, consistent with medically acceptable standards.

- B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the statement of a physician or public clinic which administers immunizations. If such a statement is substituted, this statement must indicate the month and year each immunization was administered. Upon request, the designated district administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.
- C. The parent or guardian of persons receiving instruction in a home school will submit one of the statements set forth in section III.A. or III.B. above or a statement of immunization set forth in section IV. below to the designated district administrator in compliance with the Minnesota Department of Health state immunization reporting guidelines. ~~superintendent of the district by October 1 of the student's first year and of the student's grade 7 year.~~
- ~~D. On an annual basis, the designated district administrator will:~~
 - ~~1. Review student health records to determine whether the required information has been provided.~~
 - ~~2. Make reasonable arrangements to send a student home when the immunization requirements have not been met, and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.~~
- D. When there is evidence of the presence of a communicable disease or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the district until the student or the student's parent or guardian has submitted the required data.
- E. The district may allow a student transferring into a school a maximum of 30 days to submit a statement specified in section III.A. or III.B. above or section IV. below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames will be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.
- F. If a person, who is not a Minnesota resident, enrolls in a district online learning course or program that delivers instruction to the person only by computer, does not provide any teacher or instructor contact time, or requires classroom attendance, then the person is not subject to the immunization, statement, and

other requirements of this policy.

IV. Exemptions from Immunization Requirements

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. ~~The parent or guardian of a minor student or an emancipated student submits a physician's signed statement stating that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or~~
- A. The parent or guardian of a minor student or an emancipated student submits a ~~signed~~ medical statement signed by a physician, affirming that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits their ~~his or her~~ notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian or student.

V. Notice of Immunization Requirements

A. The school district will develop and implement a procedure to:

1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health;
2. notify parents and students of the consequence for failure to provide required documentation regarding immunizations;
3. review student health records to determine whether the required information has been provided; and
4. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.

B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

~~Information will be made available to all parents and students about the immunization requirements, legal exemptions and consequences for failure to provide the required documentation on an annual basis.~~

VI. Immunization Records

- A. The school district will maintain a file containing the immunization records for each student in attendance at the district for at least five years after the student attains the age of majority.
- B. Upon request, the district may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is private student data and disclosure of such data will be governed by Policy 515, Protection and Privacy of Pupil Records.
- C. The designated district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school. ~~within 30 days of the student's transfer.~~
- D. Upon request of a public or private postsecondary educational institution, the designated district administrator will assist in the transfer of the student's immunization file to the postsecondary educational institution.

VII. Other

~~Within 60 days of the commencement of each new school term, the school district will forward a report to the commissioner of the department of education stating the number of students attending each school in the district, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. will forward a copy of all exemption statements received by the district to the Commissioner of the Department of Health.~~

The district will participate in the Annual Immunization Status Report (ASIR) and submit all K-12 data requested by the Minnesota Department of Health.

Legal References:

Minn. Stat. § 13.32 (Educational Data)
 Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
 Minn. Stat. § 121A.17 (School Board Responsibilities)
 Minn. Stat. § 144.29 (Health Records; Children of School Age)
 Minn. Stat. § 144.3351 (Immunization Data)
 Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
 Minn. Stat. § 144.442 (Testing in Schools)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
 Op. Atty. Gen. 169-W (Jan. 17, 1968)
 Op. Atty. Gen. 169-W (July 23, 1980)

Cross Reference:

Policy 515 (Protection and Privacy of Student Records)

Policy
adopted: 9/22/08
reviewed: 3/12/12
revised: 12/15/14

INDEPENDENT SCHOOL DISTRICT 273
Edina, Minnesota

TITLE: April Mobility

TYPE: Information

PRESENTER(S): Greg Guswiler, Coordinator Student Information

ATTACHMENTS:

1. Mobility Report (next page)

Report Section Descriptions and Assumptions:

- **School Level Enrollment Information**
 - This section is broken up by School / Grade
 - This section counts a student as 1 even if they spent only one day enrolled during the reporting period. When this section is built, the first and last days of the month are used as the reporting period.
- **Enrollment Comparisons**
 - This section compares the enrollment totals of the current reporting period to the month prior and the same period a year prior.
- **Mobility**
 - This section of the report lists the total number of students by grade who have withdrawn and enrolled during the reporting period.
 - This section of the report uses the same reporting period as the other sections of the report.
 - This section of the report is only accurate the day the section is built as notifications of students withdrawing is ongoing throughout the next month.
- **Leaving Student Breakdown**
 - This section of the report displays the reason students withdrew during the reporting period.
 - This section of the report is broken out by the Minnesota Department of Educations approved End Status Codes. These codes are:
 - 03: Transferred to an approved nonpublic school
 - 04: Student moved outside of the district, transferred to another MN District
 - 05: Student moved to another state and enrolled in school, student moved out of the country
 - 14: Student withdrawn after 15 consecutive days of absence
 - 20: Student transferred to another district/state but did not move
 - This section of the report is only accurate the day the section is built as notifications of students withdrawing is ongoing throughout the next month.

Enrollment as of the end of April, 2020

Elementary Schools		K	1	2	3	4	5	TOTAL
Concord		108	120	122	135	129	125	737
Cornelia		87	90	84	96	90	110	557
Countryside		93	88	99	96	95	102	573
Creek Valley		91	93	92	98	104	111	589
Highlands		91	90	87	97	91	97	553
Normandale		110	108	108	107	107	105	645
Totals		578	589	592	629	616	650	3654
Secondary Schools	6	7	8	9	10	11	12	Total
South View Middle	338	304	315					957
Valley View Middle	343	333	341					1017
High School				701	660	657	664	2682
Options High School							1	1
Totals	681	637	656	701	660	657	665	4657

Enrollment Comparisons

	April 30, 2019	March 31, 2020	April 30, 2020
K - 5	3681	3655	3654
GRADE 6 -8	1990	1975	1974
GRADE 9 - 12	2702	2684	2683
Totals K - 12	8373	8314	8311
Preschool	320	303	298
Early Childhood Special Ed	192	183	180

April Mobility

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
Withdraw	0	0	0	0	0	2	1	0	0	1	0	0	0	4
Enroll	0	1	0	1	1	0	0	0	0	0	0	0	0	3
Net Total	0	+1	0	+1	+1	-2	-1	0	0	-1	0	0	0	-1

Please note mobility numbers will not necessarily match total enrollments due to lags in enrollment notifications.

Leaving Student Break Down

Withdraw Reason	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
03: Transfer to Non-Public	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04: Moved out of District	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05: Moved out of State	0	0	0	0	0	2	1	0	0	0	0	0	0	3
14: 15 Day Drop	0	0	0	0	0	0	0	0	0	0	0	0	0	0
20: Transfer to another MN District Did Not Move	0	0	0	0	0	0	0	0	0	1	0	0	0	1
														4

Student Enrollment Count by Month																		
District Name		(Data Entry is in Yellow Cells Only)																
Edina		#		273													2019-20 School Year	
Number of Days in Period		19.4444	19.444	19.44444	19.44444	19.44444	19.44444	19.44444	19.44444	19.44444	19.4444	19.444	175	175				
Days Remaining in School Year		175	155.5556	136.1111	116.6667	97.22222	77.77778	58.33333	38.8889	19.4444								
% of School Yr. @ Beginning of Mo.		100.00%	88.89%	77.78%	66.67%	55.56%	44.44%	33.33%	22.22%	11.11%								
Cumulative Days in School Year		19.4444	38.889	58.33333	77.77778	97.22222	116.667	136.111	155.556	175								
Percent of School Yr. Completed		11.11%	22.22%	33.33%	44.44%	55.56%	66.67%	77.78%	88.89%	100.00%								
Grade Level	EOY ADM Original Budget	EOY ADM Revised Budget	Fall Seat Count Budget	October	November	December	January	February	March	April	May	June	EOY as of 6/30/20	Tuition	Total			
ECSE	67.76	53.87	0	-	-	-												
HK																		
K	555.00	559.61	555	579	579	575	578	582	580	579	578							
1	591.11	588.33	590	592	591	591	590	590	589	589	589							
2	604.29	611.32	603	596	595	594	597	596	592	592	592							
3	634.49	634.23	633	629	627	628	628	628	629	629	629							
4	617.84	618.31	616	612	613	608	611	616	614	616	616							
5	635.13	656.59	634	651	651	651	654	652	651	650	650							
6	691.03	671.42	690	686	683	681	682	683	678	680	681							
7	665.84	649.89	660	641	638	639	638	639	637	639	637							
8	662.44	652.40	657	655	655	656	658	658	655	656	656							
9	675.49	675.92	665	701	699	697	699	709	702	700	701							
10	681.80	637.81	667	660	657	655	657	666	663	661	660							
11	681.28	646.32	671	666	663	660	660	661	660	657	657							
12	647.76	661.57	632	669	667	668	670	667	668	666	665							
ALC/TUITION	-	34.73		-	-	-	-	-	-	-	-	-	-	30.29				
Enrollment EC-12 including ALC	8,411.26	8,382.61	8,273	8,337	8,318	8,303	8,322	8,347	8,318	8,314.00	8,311.00	0.00	0.00					
Weighted ADM - WADM in Current Year	9,214.18	9,180.40	9,063.40	9,135.40	9,113.80	9,098.00	9,118.40	9,147.00	9,115.00	9,109.80	9,106.20	0.00	0.00					
Estimated APU	9,214.18	9,180.40	9,063.40	9,135.40	9,113.80	9,098.00	9,118.40	9,147.00	9,115.00	9,109.80	9,106.20	0.00	0.00					
Estimated EOY APU's	9,214.18	9,180.40	9,063.40	9,135.40	9,116.20	9,102.04	9,112.95	9,131.87	9,124.37	9,119.51	9,116.55	8,103.60	8,103.60					

Edina Public Schools
General Fund Monthly Report by Object Code Series
(excludes Operating Capital, and LTFM expenses)

For Period Ending: **April 30, 2020** % into Fiscal Year: **83%**

OBJECT Series	OBJECT SERIES DESCRIPTION	2017-18 Revised Budget	2017-18 FYTD Activity	2017-18 FYTD %	2018-19 Revised Budget	2018-19 FYTD Activity	2018-19 FYTD %	2019-20 Revised Budget	2019-20 FYTD Activity	2019-20 FYTD %
100	SALARIES AND WAGES	68,712,495	48,855,260	71%	70,904,446	50,051,731	71%	72,375,074	50,958,850	70%
200	EMPLOYEE BENEFITS	23,334,043	16,043,716	69%	23,477,084	16,548,402	70%	23,990,016	16,862,718	70%
	Subtotal Salaries and Benefits	92,046,538	64,898,977	70.51%	94,381,530	66,600,134	70.56%	96,365,089	67,821,568	70.38%
300	PURCHASED SERVICES	7,315,132	5,208,427		6,680,293	5,916,614		8,316,139	5,865,287	71%
400	SUPPLIES & MATERIALS	4,125,441	2,955,724		3,870,158	2,760,656		3,877,644	2,401,448	62%
500	EQUIPMENT	126,136	53,098		128,600	317,740		85,300	8,527	10%
800	OTHER EXPENSES	445,200	72,301		444,660	69,951		474,763	148,662	31%
900	OTHER FINANCING USES	0	87,344		0	0		0	0	0
	Subtotal All Other Costs	12,011,909	8,376,894	70%	11,123,711	9,064,961	81%	12,753,846	8,423,925	66%
	Less Other Financing Uses/Equipment	126,136	140,442		128,600	317,740		85,300	8,527	
	Revised Subtotal All Other	11,885,773	8,236,451	69%	10,995,111	8,747,221	80%	12,668,546	8,415,397	66%
	Grand Total General Fund	104,058,447	73,275,870	70%	105,505,241	75,665,095	72%	109,118,935	76,245,493	70%
	Less Other Financing Uses/Equipment	126,136	140,442	111%	128,600	317,740	247%	85,300	8,527	10%
	Revised Grand Total	103,932,311	73,135,428	70.37%	105,376,641	75,347,355	71.50%	109,033,635	76,236,966	69.92%

Notes: This report shows General Fund expenses excluding Operating Capital and Long-Term Facilities Maintenance expenses. Those expenses are excluded due to their volatile nature and Excluding these expenses gives a truer picture of where General Fund expenses are at the end of a given month in relation to the fiscal year-end. The District should always have a gap in the versus the current month fiscal to-date expenses. For example, when the report is for the end of **April 30, 2020** the District is **83%** into the fiscal year. District expenses should amount the District is into the fiscal year, by anywhere from 8-13%, due primarily to teaching staff not being paid their first paycheck until 9/15. Also, the majority of teaching staff spread t 24 pay periods, resulting in a large expense in June when we "pay off" or expense all of the remaining paychecks at the end of the fiscal year. Expenses at the same point in time for the pre provided for comparison purposes.

24 Pay Contracts	582
19 Pay Contracts	48



Board Meeting Date: 5/18/2020

TITLE: Policy Appendix Modifications

TYPE: Information

BACKGROUND: The following appendices have been updated to remove obsolete language (Policy 509) and align with District practice (Policy 611):

- Appendix III (Intradistrict Transfer) to Policy 509 – Resident Enrollment and Assignment
- Appendices I (Homeschooling Procedures) and II (Shared-Time Program Application) to Policy 611 – Home Schooling

ATTACHMENTS:

1. Revised Appendix III (Intradistrict Transfer) to Policy 509 – Resident Enrollment and Assignment
2. Revised Appendices I (Homeschooling Procedures) and II (Shared-Time Program Application) to Policy 611 – Home Schooling

Appendix III to Policy 509
EDINA PUBLIC SCHOOLS
5701 Normandale Road, Edina, MN 55424
952-848-4948

INTRADISTRICT TRANSFER

_____ School Year

Student's Full Name _____		
First	Middle	Last
Requested Grade _____ for _____ School Year		
School Currently Attended _____		School Requested _____
Parent/Guardian Name(s) _____		
Home Phone _____		Cell Phone _____
Address _____		
(City, State, Zip Code)		
Email Address _____		
Reason for Request:		
Date _____	Parent/Guardian Signature _____	

Transportation is the responsibility of the parent/guardian.

Please send completed form to: Edina Public Schools, Attn: Enrollment Office, 5701 Normandale Road,
Edina, MN 55424

Office Information

Student # _____ Date _____ School Assigned _____

- Approved Date _____
- Wait List Date _____
- Denied Date _____

Copy: Principals
Parent/Guardian
Student Information Specialist
Director of Equity and Student Enrollment Assistant Superintendent
Transportation Office

Established: 10/22/12
Revised: 8/18/14
Updated: 11/19/18

Appendix I to Policy 611
Homeschooling Procedures

I. Conditions for Home Schooling

- A. The superintendent or designee will report the number of resident students who are attending nonpublic schools, including home schools, to the Minnesota Department of Education.
- B. Minn. Stat. § 120A.22 defines home school instruction. Home schooling may not be provided by anyone operating in their capacity as an employee of the district. State guidelines relating to instructor qualifications, reporting requirements, enforcement and prosecution will be strictly followed.
- C. Home school Instructors must meet at least one of six of the following requirements stipulated by the statute:
 - 1. Hold a valid Minnesota teaching license in the field and for the grade level taught.
 - 2. Be directly supervised by a person holding a valid Minnesota teaching license.
 - 3. Successfully complete a teacher competency examination.
 - 4. Provide instruction in a school that is accredited by a state-recognized accrediting agency.
 - 5. Hold a baccalaureate degree.
 - 6. Be the parent of the child.

II. Reports to the Director of Equity and Enrollment

The person responsible for providing instruction to a child between the ages of 7 and 17 must submit the following information to the Director of Equity and Enrollment:

- A. By October 1 of each school year:
 - 1. The name, birth date, and address of each child receiving instruction.
 - 2. The name of each instructor and evidence of compliance with one of the statutory requirements
 - 3. An annual instructional calendar.
 - 4. Immunization statements as required by M.S. 121A.15, Subds. 1-9.
- B. For each child whose instructor meets none of the requirements for being a qualified instructor other than being the parent, a quarterly report card on the achievement of the child in each required subject area.

III. Compliance

- A. The ~~Director of Equity and Enrollment~~ Assistant Superintendent or their designee, or the director's designee, may make an annual on-site visit, at a mutually agreed upon time, to an unaccredited nonpublic school, home, or other institution where children are receiving instruction. The purpose of these visits will be limited to monitoring compliance with the requirements relating to curriculum, instructors, instruction time, and material. If there is evidence of a violation of requirements, the director or designee may make additional visits during the school year. In lieu of the visit, a parent who is providing instruction may present to the director documentation that required subjects are being taught. Documentation will include class schedules, copies of curriculum materials, and descriptions of assessment tools.

- B. In the event that statutory guidelines are not being followed, the director will notify the parent(s), in writing, of violations in the compulsory attendance requirements. The parent(s) must correct the violations within 15 days of receipt of written notification.

If the parent(s) fails to correct the violations, the director will request fact-finding and mediation services from the commissioner of education. If the violations are not corrected through the fact-finding and mediation process, the director will notify the county attorney. The director will notify the parent(s) by certified mail of the director's intent to notify the county attorney of the alleged violations.

- C. By October 15 of each school year, the director will make an annual report to the commissioner of education.

Established: 12/12/16

Appendix II to Policy 611
Shared-Time Program Application

Student's Name: _____ Grade: _____

Home School Registered: ___Yes ___No ___

Resident Address: _____

Parent/Guardian Name: _____

School Year: _____ Date of Submission: _____

Family Need/Rationale for Shared-Time Program(s):

Shared-Time Program(s) Request

Preferred School: _____

Subject(s)

Optional Cooperative Agreement Request

Activity(s)

Student Signature: _____ **Date:** _____

Parent/Guardian Signature: _____ **Date:** _____

District Administrative Approval:

Approved Denied

Approved with the following modifications:

District Administrative Decision-Makers:

~~Director of Equity & Enrollment~~ Assistant Superintendent

Building Principal

Date

Date



Board Meeting Date: 5/18/2020

TITLE: Changing HR Committee to Governance Committee

TYPE: Information

PRESENTER(S): Human Resources Committee

BACKGROUND: At their April 16, 2020 work session, the Human Resources Committee presented a change to the Committee, proposing that the Human Resources Committee change its name to Governance Committee, and with the following roles as the Committee's purpose:

- Responsibilities of full Committee include:
 - Orient new board members and develop ongoing educational and team building opportunities for the entire board.
 - Preview all human resources issues, including contracts.
 - Preview all legal issues.
 - Pre-work on board goals, board evaluations.
 - Broad board related, district-level communications audit and recommendations.
 - Review, analyze and make recommendations to the board on subjects that have districtwide implications and are more readily addressed in Governance versus other established committees.
- The Committee Chair will be the Board Chair.

The Board also discussed this change at their April 20, 2020 regular meeting.