

SCHOOL BOARD MEETING AND CLOSED SESSION

Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota

www.minnetonkaschools.org

August 3, 2023

The mission of the Minnetonka School District, a community that transcends traditional definitions of excellence and where dreams set sail, is to ensure all students envision and pursue their highest aspirations while serving the greater good, through teaching and learning which

- *Value and nurture each individual,*
- *Inspire in everyone a passion to excel with confidence and hope, and*
- *Instill expectations that stimulate extraordinary achievement in the classroom and in life.*

(All times are approximate)

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|------|-------|--|
| 7:00 | I. | Call to Order |
| | II. | Pledge to the Flag |
| | III. | Adoption of the Agenda |
| 7:00 | IV. | Community Comments
Community Comments is an opportunity for the public to address the School Board on an item included in this agenda in accordance with the guidelines printed on the reverse. |
| 7:05 | V. | Notice of Filing Period for November 7, 2023 School Board Election |
| 7:10 | VI. | Approval of Resolution Calling November 7, 2023 School Board Election |
| 7:15 | VII. | Approval of AP, IB, Supplemental and New Course Materials |
| 7:20 | VIII. | Approval of School Board Goals |
| 7:30 | IX. | Presentation on Parent Survey |
| 8:05 | X. | Review of Community Survey Results |
| 8:25 | XI. | Report on Educators Receiving Continuing Contract Status |
| 8:30 | XII. | Approval of Sale of 2023B Long-Term Facilities Maintenance Bonds |
| 8:35 | XIII. | CONSENT AGENDA |
| | a. | Minutes of June 15 Closed Session and Special Meeting; and June 20 Closed Session |
| | b. | Study Session Summary of June 15, 2023 |
| | c. | Payment of Bills |
| | d. | Recommended Personnel Items |
| | e. | Gifts and Donations |

- f. Electronic Fund Transfers
- g. Action to Place Teacher on Unrequested Leave of Absence

- 8:35 XIV. Board Reports
- 8:40 XV. Superintendent's Report
- 8:45 XVI. Announcements
- 8:50 XVII. Adjournment to Closed Session
(to discuss negotiations with the Minnetonka Teachers Association as provided by MN Statute 13D.03)

GUIDELINES FOR COMMUNITY COMMENTS

Welcome to the Minnetonka Schools Board Meeting! In the interest of open communications, the Minnetonka School District wishes to provide an opportunity for the public to address the School Board. That opportunity is provided at every regular School Board meeting during *Community Comments*.

1. Anyone indicating a desire to speak to an item included in the meeting agenda—except for the Consent Agenda and/or information that personally identifies or violates the privacy rights of an individual—during *Community Comments* will be acknowledged by the Board Chair. When called upon to speak, please state your name, address and topic. All remarks shall be addressed to the Board as a whole, not to any specific member(s) or to any person who is not a member of the Board.
2. If there are a number of individuals present to speak on the same topic, please designate a spokesperson who can summarize the issue.
3. Please limit your comments to three minutes. Longer time may be granted at the discretion of the Board Chair. If you have written comments, the Board would like to have a copy, which will help them better understand, investigate and respond to your concern.
4. During *Community Comments* the Board and administration listen to comments. Board members or the Superintendent may ask clarifying questions of you in order to gain a thorough understanding of your concern, suggestion or request. If there is any response or follow-up to your comment or suggestion, you will be contacted via email or phone by a member of the Board or administration in a timely manner.
5. Please be aware that disrespectful comments or comments of a personal nature, directed at an individual either by name or inference, will not be allowed. Personnel concerns should be directed first to a principal or executive director of the department, then to the Executive Director of Human Resources, then to the Superintendent and finally in writing to the Board.

*School Board meetings are rebroadcast via a local cable provider.
Please visit the "District/Leadership/School Board" page on our website for a current schedule.*

INFORMATION

**School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item V.

Title: Notice of Filing Period for November 7, 2023 Election Date: August 3, 2023

EXECUTIVE SUMMARY:

The seven seats of the Minnetonka School Board are for terms of 4 years. Elections for the seats are held every two years, with either three seats or four seats up for election.

On November 7, 2023 four seats are up for election.

Filing for the office of school board member of ISD #276 begins at 8:00 a.m., Tuesday, August 1 and ends at 5:00 p.m., Tuesday, August 15, 2023.

Affidavits of Candidacy are available from the school district clerk at the District Service Center, 5621 County Road 101, Minnetonka, MN.

The filing fee is \$2.00.

A candidate for this office must:

- Be eligible to vote in the state of Minnesota
- Be 21 years of age or more upon assuming office
- Have maintained residence in the District at least 30 days before the election
- Have not filed for another office in the upcoming election

RECOMMENDATION/FUTURE DIRECTION:

This notice of the filing period for the November 7, 2023 School Board Election is for the public's information.

Submitted by: _____


Paul Bourgeois, Executive Director of Finance & Operations

Concurrence: _____


David Law, Superintendent

ACTION

**School Board
Minnetonka I.S.D #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item VI.

Title: Resolution Calling the School Board Election Date: August 3, 2023

EXECUTIVE SUMMARY:

In accordance with Minnesota Statutes 205A.07 Subd. 3, the school board of a school district must adopt a resolution to call a general school district election. The district must give written notice of the general election to the county auditor of each county in which the school district is located in whole or in part no later than 74 days before the election. In 2023, Election Day is Tuesday, November 7, resulting in the final day to notify the county auditor being August 25, 2023.

The filing period is August 1 – August 15, 2023. The deadline for a candidate to withdraw is 5:00 PM on August 17, 2023.

The recommended resolution has been reviewed and revised by the law firm of Knutson, Flynn & Deans to comply with all applicable Minnesota Statutes that pertain to school board elections.

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the School Board approve the resolution as presented.

Submitted by: 
Paul Bourgeois, Executive Director of Finance & Operations

Concurrence: 
David Law, Superintendent

RECOMMENDED MOTION

RESOLUTION FOR GENERAL ELECTION

RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No.276, State of Minnesota as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing four (4) school board members for terms of four (4) years each.

The clerk shall include on the ballot the names of the individuals who file or have filed Affidavits of Candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and directed to be held on Tuesday, the 7th day of November 2023, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

3. Pursuant to Minnesota Statutes, Section 205A.11, the school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for said general election. However, because the City of Minnetonka will be holding its municipal elections on November 7, 2023, the polling places for voters residing in the precincts in that city shall be the polling places designated by that city.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

5. The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this general election and generally to cooperate with any election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system;

General Election Ballot
Independent School District No. 276
(Minnetonka Public Schools)

November 7, 2023

INSTRUCTIONS TO VOTERS;

To vote, completely fill in the oval(s) next to your choice(s) like this: 

School Board Member

Vote for Up to Four

Name

Name

Name

Name

Name

Name

Name

Name

write-in, if any

write-in, if any

write-in, if any

write-in, if any

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the general election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance of the test by publication once in the official newspaper and by causing the notice to be posted in the office of the county auditor, the administrative offices of the school district, and the office of any other local election official conducting the test.

10. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the place where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the general election and in the newspaper of widest circulation once on the day preceding the general election, or once the week preceding the general election if the newspaper is a weekly.

11. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditor or deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain, and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

12. The clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at the various polling places and combined polling places during the November 7, 2023 general election. The election judges shall act as clerks of election, count the ballots cast, and submit the results to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

13. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

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)
)SS
COUNTY OF HENNEPIN)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 276 (Minnetonka Public Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of the general election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this _____ day of _____, 2023.

Katie Becker
School District Clerk

**School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item VII.

Title: Approval of AP, IB, Supplemental and New Course Materials

August 3, 2023

OVERVIEW

Pursuant to Policy #606, all instructional materials, whether core or supplemental, must align with and advance the District's Vision and Mission. This policy requires that all instructional materials challenge each student and prepare them to thrive in American society and the world at-large. As in past years, departments and programs have identified instructional material needs for the upcoming school year. As the English Language Arts (ELA), Health and Science departments engage in the curriculum review and standards implementation process during the 2023-24 school year, additional resources will be reviewed, piloted, and ultimately brought to the School Board for approval. The purpose of this report is to submit for Board approval the instructional materials that have been evaluated by departments over the past year, were available for public review this summer, and are recommended for full implementation at the start of the 2023-24 school year.

ADVANCED PLACEMENT AND INTERNATIONAL BACCALAUREATE MATERIALS

The changing nature of the Advanced Placement (AP) and International Baccalaureate (IB) programs require adjustments on a regular basis. Advanced Learning Coordinator Laura Herbst works closely with AP and IB teachers and department chairs each year to select from available and appropriate materials. In addition to the criteria outlined in Policy #606, these materials are selected based upon the curriculum recommendations of the International Baccalaureate Organization, the College Board, and the organizations' trainers. *The Musician's Guide to Theory and Analysis: Fourth AP Edition* is recommended for the AP Music Theory course.

AP/IB Materials:

Title	Author(s)	Course/Level
<i>The Musician's Guide to Theory and Analysis: Fourth AP Edition</i>	Clendenning, Marvin	AP Music Theory

SCIENCE INSTRUCTIONAL MATERIALS

With the introduction of new Minnesota Academic Standards in Science, curriculum teams have been piloting materials to support full implementation of the standards by 2024-25. While FOSS currently serves as the core science program at the elementary level, the most recent edition of this program, FOSS Next Generation, provides additional core and supplemental resources, including digital tools, aligned to the new standards. Six new comprehensive kits will be introduced for grades three through five for the 2023-24 school year.

Science Instructional Materials:

Title	Author	Course/Level
<i>Structures of Life</i>	FOSS Next Generation	Grade 3
<i>Earth and Sun</i>	FOSS Next Generation	Grade 3
<i>Energy</i>	FOSS Next Generation	Grade 4
<i>Soils, Rocks, and Landforms</i>	FOSS Next Generation	Grade 4
<i>Mixtures and Solutions</i>	FOSS Next Generation	Grade 5
<i>Living Systems</i>	FOSS Next Generation	Grade 5

DIGITAL RESOURCES AND IPAD APPS

The resources listed in the table below have been reviewed by teachers, technology coaches and the Director of Instructional Technology, Amanda Fay, to ensure that they meet the criteria described in Policy #606. They are recommended for the 2023-2024 school year and beyond.

Digital Resources:

App Name	Category	Subject/Course
Canva	Productivity	Cross Curricular
EdPuzzle	Productivity	Cross Curricular
Adobe Express (Adobe Spark)	Productivity	Cross Curricular

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the School Board approve the instructional materials submitted in this report for the 2023-24 school year.

Submitted by: 
 Steve Urbanski, Director of Curriculum

Concurrence: 
 David Law, Superintendent

**School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item VIII.

Title: Approval of School Board Goals

Date: August 3, 2023

EXECUTIVE SUMMARY:

Each year, the Minnetonka School Board meets with the Superintendent to set goals for the school year. Previously, this goal-setting process happened in early fall. For the 2023-2024 school year, the School Board and Superintendent made the decision to set goals in advance. This process included a review of the 2022-2023 school year goals, a review of student data on standardized assessments and graduation, survey data from students and parents and input from District staff. The goal-setting meeting was held on Monday, May 8. The goals were presented at the June School Board Meeting for a first read, review and input and are now being presented at the August School Board meeting for the Board's final approval.

RECOMMENDATION/FUTURE DIRECTION:

Recommend approval of the 2023-24 School Board goals.

Submitted by: _____



David Law, Superintendent

Minnetonka School District
Innovate, Inspire, Excel.
2023-2024 School Board Goals

Excellence in Well-being, Connection and Belonging

The Minnetonka School Board and District Administration believe a commitment to world-class, child-centered excellence strengthens Minnetonka Public Schools. The well-being and belonging of our students are both continuing priorities for families and for the District.

Student well-being is defined here as the positive sense of self and belonging that is felt when one's cognitive, emotional, social and physical needs are being met.

Belonging is defined here as a strong feeling of positive connection, acceptance and importance as a member of the Minnetonka Schools community, regardless of race, religion, gender identity, sexual orientation, country of origin, ability, and/or socioeconomic status.

Integrating student well-being, connection and belonging efforts will ensure all students have the support needed to achieve at their highest potential.

The District will continue to foster and promote positive student well-being, connection and belonging efforts and will identify and remove barriers that have a detrimental effect on students' well-being, connection and sense of belonging. The District will strive for the fair treatment, opportunity and advancement of all students to pursue their highest levels of academic and personal achievement. The Board's vision for child-centered excellence will be the foundation for these efforts.

For the 2023-24 school year, this goal will include the following action steps:

- 1) Deepen implementation of the Multi-Tiered Systems of Support (MTSS) framework in the area of social and emotional learning with the target of consistency across all District schools in the MTSS referral process and student support. This will include expanding efforts to address needs identified by the District and recommendations from the Mental Health Advisory Council ([Link](#)).
 - a. The District will present a report to the School Board on measures of success and progress of MTSS related to social emotional learning and mental health.

- b. The District will survey stakeholders at least annually on their experience and share results with the School Board.
- 2) Deepen implementation of belonging efforts to ensure a welcoming, inclusive and safe school environment for all. This will include improving systems and processes to identify, analyze, monitor and respond to student trends and data with attention to identifying and addressing barriers affecting different student demographic groups. Reduce bullying through revisiting and raising awareness of existing bullying prevention efforts and opportunities across all learning levels as measured by student discipline data, student reports and survey data. Empower and encourage staff and the School Board to support belonging efforts, including through professional learning. Parent communication will be a key strategy to support belonging efforts.
- a. Principals and their staff will present reports to the School Board throughout the academic year that include their school's well-being, connection and belonging efforts and outcomes, including professional development opportunities for staff.
 - b. Update the Board at least once on the trend data from student and parent surveys and next steps to support students.

Excellence in Student Learning and Support

Excellence in student learning and support is a foundational principle guiding the Minnetonka School Board and District Administration in their work. The School Board and District Administration believe that each student is capable of achieving at their highest potential and is committed to work with families to achieve this. The continuation of the District's excellence will be driven through deep implementation of educational frameworks and strategic programs to support student learning. At the same time, the District will continue to respond to the challenges presented during the pandemic that have had a lasting impact on our students and the District.

For the 2023-24 school year, this goal will include the following action steps:

- 1) Advance the Multi-Tiered Systems of Support (MTSS) framework, processes and practices to ensure delivery of high-quality academics on an ongoing basis.
 - a. The District will present reports to the School Board on measures of success and progress of the MTSS framework, focused on high-quality, universal instruction, including interventions and enrichment in all three tiers of the MTSS framework, based on year two of the MTSS three-year plan at mid-year and year-end.

- 2) Increase opportunities for improved academic outcomes for all students while focusing additional efforts to improve student literacy at all levels and in all content areas as measured by student performance standardized and benchmark assessments. This includes addressing uneven and unfinished learning due to COVID-19. This will also include identifying and addressing any gaps in achievement that exist between measured student groups, with attention to predictable outcomes.
 - a. The District will implement an updated literacy plan, which will be shared with the community, and will provide a mid-year and year-end report to the Board.
 - b. The District will report results from District standardized assessments, including from MCA and NWEA, as they relate to efforts to address uneven and unfinished learning.
- 3) Review current middle school programming based on initial goals, the desired student experience and changes happening at the elementary and high school level that may warrant change. Make recommendations for future improvements.
 - a. The District will provide two reports to the Board that will include a summary of the process, progress and recommendations.
- 4) Continue to expand the programming of signature programs VANTAGE Advanced Professional Studies and MOMENTUM Design and Skilled Trades to meet the future needs of our students
 - a. The District will provide an update to the Board on the support for post-secondary planning, including career planning.
 - b. The District will provide an update to the Board on the VANTAGE and MOMENTUM facilities and programs.
- 5) Continuously review the Minnetonka experience through the signature program Tonka Online K-12 e-learning. This will include continuing to assess the program's successes and challenges and making recommendations for professional learning and plans for adjustments.
 - a. The District will present a year-end report to the Board on enrollment and programming recommendations.

Excellence in Leadership and Organizational Support

The Minnetonka School District has built a reputation as a national leader in providing exceptional, innovative student programming and unique and diversified pathways for students to experience world-class opportunities and to achieve unrivaled outcomes. The District will strive for excellence in all levels of leadership and organizational support using the following assumptions:

- *The District will share opportunities, challenges and barriers to implementation and suggest recommendations to address them.*
- *Staff are critical partners in reaching District goals and will be encouraged to share input and ideas.*
- *Families are critical partners in their students' educational success and in reaching District goals and will be encouraged to share input and ideas with District leadership.*
- *Student voice is valued and will be solicited to support District goals, as often as is practical.*

For the 2023-24 school year, this goal will include the following action steps:

- 1) Build stronger community trust by informing and engaging District constituents, including students, families, staff and the broad community through outreach and engagement opportunities and efforts. To fulfill this expectation and in response to community input, the District commits to the following actions:
 - a. The District will create new in-person engagement opportunities for community members to connect with District leadership and the Board and will resume Board engagement activities that existed prior to COVID-19.
 - b. The District will survey residents, families, students and staff regarding their experiences and sentiments about the District, including their access to information about the District and will develop strategies to address any challenges revealed by the data. Further, the School Board will evaluate District policies and procedures related to community engagement.
 - c. The District will increase communication and engagement with local and statewide elected officials.
 - d. The District will present a mid-year and year-end communications report to the School Board, summarizing the efforts and communications completed and providing recommendations.

- e. The District will prioritize including student voice in presentations and discussions including an expectation that every Board meeting will include student voice in some fashion.
 - f. School Board members will continue to connect with and learn from other boards about best practices in supporting and engaging student and community voice.
- 2) The District will implement the next iteration of innovation efforts and processes to provide opportunities for students and staff, and to find solutions that will help overcome barriers to success in these areas. This will include evaluating the proposal to provide more professional learning opportunities for staff and making recommendations for future school years.
- a. The District will provide an update on the next iteration of the innovation process.
 - b. The District will provide a summary of the professional learning changes and make recommendations for future school years.
- 3) Take steps to maximize long-term financial stability and sustainability for the District.
- a. The District will provide periodic updates to the Board on the District's finances, including recommendations to improve financial stability.
 - b. The School Board will continue to review options for long-term financial stability, including state and local funding streams.
- 4) Utilize space strategically to accommodate all of the District's growing innovative programming. This includes long-term facility planning for the programming needs of the District in all academic and co-curricular programs.
- a. The District will present multiple updates to the School Board regarding facilities throughout the year including the long-term facility plans.
 - b. The District will present any facility implications that surface during the middle school program review.
 - c. The District will provide an update on the progress toward creating the classroom of the future.

- 5) Enhance the District's focus on recruitment and retention of exceptional teachers and staff, to include efforts to create a representative workforce that will enrich the learning environment for all students.
 - a. The District will provide an annual School Board update on open positions and an annual presentation on recruitment and retention efforts, including information on the use of new platforms for recruitment and a summary of exit interviews.
- 6) The District will implement the recently-approved, no-cost meal legislation including breakfast at every site. We will continue to focus on fully staffing all sites in Nutrition Services and increase the variety and quality of meals available for students.
 - a. The District will provide a mid-year update to the Board on the status of staffing levels and food improvement initiatives.
 - b. The District will make recommendations, as appropriate, to adjust financial resources to meet this goal.

School Board
Minnetonka I.S.D. # 276
5621 County Road 101
Minnetonka, Minnesota

Board Agenda Item IX.

Title: Presentation on 2023 Parent Survey Results

Date: August 3, 2023

OVERVIEW:

Each year, Minnetonka Public Schools surveys parents about their family's educational experience in our schools. Our 2023 Parent Survey was administered from mid-May to mid-June of 2023 and captured more than 2,500 completed responses. All parents were invited to participate in the online survey, and multiple reminders were sent to increase participation. Although this is not a random sample survey, we are confident in the results. Demographic questions indicated that respondents were consistent with the distribution of our student population.

Results of the survey were again outstanding, showing high confidence in our programs, schools, teachers and leadership.

- **96%** of respondents rate the education provided by the Minnetonka School District as excellent or good, consistent with last year, with **65%** rating it excellent, a 1% increase over last year.
- **25%** of parents who responded to the survey believe the quality of education in our school district has improved over the last five years (up 2% over last year), **62%** believe it has remained the same (up 1% over last year) and **13%** feel there has been a decrease (down 3% from last year).
- **96%** of parents believe our community receives a good value from its investment in our local public schools, up 1% over last year.
- **96%** of elementary school parents, **93%** of middle school parents and **90%** of high school parents would recommend their school to friends or neighbors. These percentages are all up 1% from last year.
- **94%** of elementary parents, **95%** of middle school parents and **87%** of high school parents say they believe their school principal is accessible to them when they have questions or concerns.
- **97%** of elementary parents, **93%** of middle school parents and **91%** of high school parents say they believe their child's school provides a safe learning environment.

The District also asked parents about student well-being and belonging.

- **95%** of elementary parents, **90%** of middle school parents and **84%** of high school parents said their student’s school provides an environment that supports their student’s sense of well-being. This is up 2% for elementary, stayed the same for middle school and dropped 1% for high school over last year.
- **93%** of elementary parents, **88%** of middle school parents and **83%** of high school parents said their student’s school provides an environment that supports their student’s sense of belonging. The percentage stayed the same at elementary and increased by 1% for both middle school and high school over last year.

Technology Use

We have continued to work throughout the years to help parents better understand how technology is strategically and intentionally used across the District as an accelerator for learning and to address parent concerns about iPad use, specifically, and their comfort level with educational screen time. Results are below.

- **82%** of elementary school parents, **85%** of middle school parents and **86%** of all high school parents say that technology is very important to their child's learning.
- **89%** of high school parents believe their students’ future success will depend on the ability to harness new and emerging technology, an increase of 1% over 2022.

Technology Questions

Elementary Technology Questions	Agree	Neutral	Disagree
I believe the iPad works well for my child’s individual learning style.	64%	26% (up 2%)	12% (down 2%)
I am comfortable with my child's average daily amount of educational screen time.	64% (up 10%)	23%	13% (down 10%)
I am comfortable with my child's average daily amount of entertainment/ social screen time.	54% (up 9%)	28% (up 2%)	18% (down 11%)
I believe my child is learning to use technology in a healthy and balanced way.	59% (up 8%)	28%	13% (down 8%)

Middle School Technology Questions	Agree	Neutral	Disagree
I believe the iPad works well for my child's individual learning style.	73%	16% (up 2%)	11% (down 2%)
I am comfortable with my child's average daily amount of educational screen time.	60% (up 2%)	18% (up 2%)	22% (down 4%)
I am comfortable with my child's average daily amount of entertainment/social screen time.	43% (up 1%)	24% (up 3%)	33% (down 4%)
I believe my child is learning to use technology in a healthy and balanced way.	51% (up 1%)	29% (up 5%)	20% (down 6%)

High School Technology Questions	Agree	Neutral	Disagree
I believe the iPad works well for my child's individual learning style.	75% (down 1%)	16% (up 3%)	9% (down 2%)
I am comfortable with my child's average daily amount of educational screen time.	65%	17% (up 2%)	18% (down 2%)
I am comfortable with my child's average daily amount of entertainment/social screen time.	47% (up 5%)	24%	29% (down 5%)
I believe my child uses technology in a healthy and balanced way.	52% (up 3%)	27%	21% (down 3%)

Bullying Prevention

Results of our questions regarding bullying indicate it is increasingly important for us to sustain a consistent educational effort and awareness campaign on bullying prevention.

Elementary Olweus Program	Agree 2023	Agree 2022
I was aware of this program before taking this survey.	78%	61%
I have spoken with my child about preventing and/or reporting bullying.	92%	92%
My child has reported an incident of bullying to me.	38%	44%
I have reported or helped my child report an incident of bullying to the school.	26%	29%
I understand that the definition of Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending himself or herself.	97%	98%

Middle School: The definition of Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending themself. Has your child told you they were bullied at school? If so, how many times in one month?

Answer Options	2023 Percent	2022 Percent
Not at all	68%	69%
1-2 times	23%	24%
3-4 times	5%	4%
5 or more times in a month	4%	3%

High School: The definition of Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending themself. Has your child told you they were bullied at school this year? If so, how many times in one month?

Answer Options	2023 Percent	2022 Percent
Not at all	79%	79%
1-2 times	15%	16%
3-4 times	4%	3%
5 or more times in a month	2%	2%

High School Drug and Alcohol Prevention

82% of high school parents believe the school works cooperatively with parents and community groups to prevent drug and alcohol use. This is an increase of 3% over 2022.

Additional Areas of Note

Overall, the survey results were very positive. Parents expressed satisfaction with district leadership, teachers and staff, academic rigor, student opportunities, communication and safety, to name a few top areas.

Some parents also expressed their advice and suggestions to the district regarding a variety of topics, including but not limited to: lunch options, student discipline, academic program suggestions, homework and parking lot/pick-up, to name a few top areas.

Next Steps

Each school principal and cabinet member will be provided with school-specific or program-specific results, including parent comments for their school or program, to share highlights with their staff and to help them to address concern areas they see.

The Board and Superintendent have received the full survey results, including parent comments, to give them a broad perspective on parent sentiments and to help them in the future for goal-setting.

RECOMMENDATION/FUTURE DIRECTION:

This report is submitted for the School Board's information.

Submitted by:



JacQueline Getty, Executive Director of Communications

Concurrence:



David Law, Superintendent

**School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item X.

Title: Review of Community Survey Results

Date: August 3, 2023

OVERVIEW:

Minnetonka Public Schools continues to find ways to meet and exceed expectations of its various constituents, as a component of its School Board goal on Excellence in Leadership and Organizational Support. Surveys are tools that assist in eliciting sentiments and feedback from the school district's stakeholders and help to better identify areas of success and areas where the district can improve.

As Dr. JacQui Getty, the Executive Director of Communications for Minnetonka Schools, will share, in May of 2023, the District engaged The Morris Leatherman Company, a well-established market and research firm, to survey a sample of residents and also, specifically, a sample of resident parents in the community regarding their perceptions of the school district and its leadership.

Peter Leatherman, of The Morris Leatherman Company, presented a first look at the results of this community survey to the Board at its Study Session in May and will present the results for the Board and the public at the August School Board meeting.

RECOMMENDATION/FUTURE DIRECTION:

This information presented will inform the School Board and broad school community about the resident public's perception of and support for the school district.

Submitted by: _____



JacQueline Getty, Executive Director of Communications

Concurrence: _____



David Law, Superintendent

SCHOOL BOARD
MINNETONKA I.S.D. #276
5621 County Road 101
Minnetonka, MN
Community Room

Board Agenda Item XI.

TITLE: Report on Educators Achieving Continuing Contract Status **DATE:** August 3, 2023

BACKGROUND

Each year the administration recommends to the School Board the names of those teachers and administrators who have completed their probationary period, and whom we are recommending receive continuing contract status.

To be eligible for this status, a teacher or administrator must have served a three-year probationary period in the Minnetonka Public Schools, or in cases where the teacher or administrator previously served three or more continuous years in a Minnesota public school district, the teacher or administrator would serve a one-year probationary period in Minnetonka.

Both Minnesota law and our policies require thorough and regular performance evaluations of all probationary teachers and administrators, and we provide support for them through mentoring and regular staff development training.

We are confident that the educators listed on the attached page meet the standards expected of excellence, and will serve our community and students well.

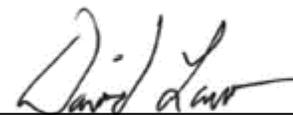
RECOMMENDATION:

That the School Board review the list of probationary teachers on the attached page who will be eligible for continued employment effective at the commencement of the 2023-24 school year.

Submitted by:

Concurrence by:





Anjie Flowers
Executive Director of Human Resources

David Law
Superintendent

**STAFF ELIGIBLE FOR
CONTINUING CONTRACT STATUS IN 2023-24**

First Name	Last Name	Subject	Building
Alex	Barker	Math	Minnetonka Middle School West
Kathryn	Benson	Business Education	Minnetonka High School
Christin	Berger	Special Ed	Minnewashta Elementary
Kyle	Berlin	Grade 6	Minnetonka Middle School West
Emma	Boehm	Science	Minnetonka High School
Wendi	Bottiger	Grade 2 eLearn	Tonka Online
Jaclyn	Boyd	Music	Scenic Heights Elementary
Emakate	Brohman	Dean	Minnetonka High School
Marisela	Casper Sanchez	Grade 1 Spanish Immersion	Deephaven Elementary
Vivian	Cunha Galletta Kern	Grade 1 Spanish Immersion	Minnewashta Elementary
Benjamin	Drexler	Math	Minnetonka High School
Laura	Flicek	Grade 5 Spanish Immersion	Groveland Elementary
Brooke	Ghanbarzadeh	Speech Language Pathologist	Scenic Heights Elementary
Connor	Gomer	Math	Minnetonka High School
Alexander	Griffith	Language Arts	Minnetonka Middle School West
Brad	Halvorson	Assistant Principal	Minnetonka Middle School East
Bailey	Hanson	Special Ed	Minnetonka Middle School West
Caitlin	Hawkins	Language Arts	Minnetonka High School
Alex	Hinseth	Assistant Principal	Minnetonka High School
Robert	Hoops	Science	Minnetonka High School
Amy	Howell	Occupational Therapist	Scenic Heights Elementary
Heidi	Hueffmeier	Speech Language Pathologist	Minnewashta Elementary
Laura	Huneke	Special Ed	Clear Springs Elementary
Monica	Jones	Counselor	Minnetonka High School
Katryna	Kerr	Science	Minnetonka High School
Jared	King	Social Studies	Minnetonka High School
Kevin	Kleindl	Music	Minnetonka High School
Mary	Langlas	ESL/EL	Minnetonka Middle School West
Krista	Lima	Special Ed	Groveland Elementary
Kaitlin	Lochner	Reading/Language Arts	Minnetonka High School
Gina	Magnuson	Assistant Principal	Minnetonka Middle School East
Rebecca	Marks	Grade 6	Minnetonka High School
Caroline	Mccoy	Math	Tonka Online
Francis	McDevitt	Phy Ed/Health	Minnetonka Middle School West
Bailey	Melz	Social Studies	Minnetonka High School
Samantha	Miller	ECSE	MCEC
Tara	Montague	Special Ed	Minnewashta Elementary
Kristian	Mundahl	Social Studies	Minnetonka High School
Bhuvana	Nandakumar	Science	Minnetonka High School
Meilin	Nelson	Grade 3 Chinese Immersion	Scenic Heights Elementary
Rachel	Ness	Grade 5	Scenic Heights Elementary
Amanda	Petron	Math	Minnetonka Middle School East

Samantha	Prochno	Science	Minnetonka Middle School East
Nicholas	Raimondi	Music	Scenic Heights Elementary
Lauren	Rice	Kindergarten	Excelsior Elementary
John	Roche	Math	Minnetonka High School
Emily	Rosengren	Assistant Principal	Minnetonka High School
Valerie	Schroeder	Grade 3	Scenic Heights Elementary
Simon	Skuzacek	Science	Minnetonka High School
Nicole	Snedden	Assistant Principal	Scenic Heights Elementary
Juliet	Sterling	Special Ed	Groveland Elementary
Carrie	Webber	Kindergarten	Clear Springs Elementary
Annmarie	Wedin	Art	Minnetonka High School
Douglas	Werner	Social Studies	Minnetonka Middle School East
Riley	Wierman	Speech Language Pathologist	Minnewashta Elementary
Lydia	Wissink	Math	Minnetonka High School
Ruthanne	Woolsey	Special Ed	Scenic Heights Elementary
Blake	Wragge	Navigator	Excelsior Elementary
Megan	Wright Serrano	Grade 2 Spanish Immersion	Minnewashta Elementary

ACTION

**School Board
Minnetonka I.S.D. 276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item XII.

**Title: Approval of Sale of 2023B General Obligation
Long Term Facilities Maintenance Bonds**

Date: August 3, 2023

EXECUTIVE SUMMARY:

At the School Board Meeting of June 1, 2023, the School Board authorized the sale of the \$10,785,000 Par Value 2023B General Obligation Long Term Facilities Maintenance Bonds to fund the design, planning and construction of the FY2025 Long Term Facilities Maintenance Projects which will be completed primarily in the summer of 2024. The estimated interest rate of the bonds at that time was 4.44%.

The 2023B General Obligation Bonds were sold on Tuesday, June 18, 2023 at a Total Interest Cost of 3.93%.

The attached resolution approving the sale of the 2023B General Obligation Bonds was prepared by the District's bond counsel Dorsey & Whitney.

ATTACHMENTS:

RESOLUTION RELATING TO \$10,785,000 GENERAL OBLIGATION FACILITIES MAINTENANCE BONDS, SERIES 2023B; RATIFYING THE AWARD OF SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT THEREOF

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the School Board approve the 2023B Sale Resolution as prepared by Dorsey & Whitney.

Submitted by: 
Paul Bourgeois, Executive Director of Finance & Operations

Concurrence: 
David Law, Superintendent

CERTIFICATION OF MINUTES RELATING TO
\$10,785,000 GENERAL OBLIGATION
FACILITIES MAINTENANCE BONDS, SERIES 2023B

Issuer: Independent School District No. 276 (Minnetonka), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on August 3, 2023 at 7:00 p.m. at the School District offices in Minnetonka, Minnesota.

Members present:

Members absent:

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO \$10,785,000 GENERAL OBLIGATION FACILITIES
MAINTENANCE BONDS, SERIES 2023B; RATIFYING THE AWARD OF SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT THEREOF

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 3rd day of August, 2023.

School District Deputy Clerk

Member _____, introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION RELATING TO \$10,785,000 GENERAL OBLIGATION FACILITIES MAINTENANCE BONDS, SERIES 2023B; RATIFYING THE AWARD OF SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT THEREOF

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 276 (Minnetonka), Minnesota (the District), as follows:

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. By resolution duly adopted on June 1, 2023 (the Authorizing Resolution), this Board authorized the issuance and sale of its General Obligation Facilities Maintenance Bonds, Series 2023B to Robert W. Baird & Co. Incorporated, in Milwaukee, Wisconsin, as purchaser (Baird or the Purchaser), in an aggregate principal amount not to exceed \$10,785,000, provided that the true interest cost does not exceed 6.00%, and further authorized the Superintendent or Executive Director of Finance and Operations and any Board officer to approve such sale and enter into a bond purchase agreement with the Purchaser. The proceeds of the \$10,785,000 General Obligation Facilities Maintenance Bonds, Series 2023B (the Bonds) will be used to finance roofing replacement, paving replacement, mechanical systems replacement, cabinetry replacement and various other long term capital maintenance replacement items (collectively, the Projects) pursuant to Minnesota Statutes, Chapter 475 and Section 123B.595. The Projects are part of the District's ten-year facility plan for Fiscal Year 2025 (the Facility Plan) approved by the Commissioner of the Department of Education of the State of Minnesota. The District has published a notice in its official newspaper describing the Projects, the amount of the Bonds, and the total amount of District indebtedness.

1.02. Sale. The District has retained Blue Rose Capital Advisors in Minneapolis, Minnesota, to provide certain financial advisory services in connection with the sale of the Bonds. The District has received a proposal from the Purchaser, to purchase the Bonds in the principal amount of \$10,785,000 at a price of \$12,040,836.55 and a true interest cost of 3.930351%, on the further terms and conditions hereinafter set forth.

1.03. Ratification of Award. Pursuant to the Authorizing Resolution, the sale of the Bonds has been awarded to the Purchaser. The sale of the Bonds to the Purchaser and the execution of the bond purchase agreement by the Executive Director of Finance and Operations and Board Chair for the sale of the Bonds to the Purchaser are hereby ratified in all respects.

SECTION 2. BOND TERMS, REGISTRATION, EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done prior to the issuance of the Bonds having been done, existing and having happened, it is necessary for this Board to establish the form and terms of the Bonds, to provide for the security thereof, and to issue the Bonds forthwith.

2.02. Maturities, Interest Rates and Denominations. The Bonds shall be originally dated as of August 9, 2023, shall be in denominations of \$5,000 or any integral multiple thereof of single maturities, shall mature on February 1 in the years and amounts stated below and shall bear

interest from date of issue until paid or duly called for redemption at the annual rates set forth opposite such years and amounts, as follows:

<u>Year</u>	<u>Amount</u>	<u>Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Rate</u>
2025	\$ 75,000	6.500%	2035	\$ 550,000	5.000%
2026	345,000	3.000	2036	575,000	5.000
2027	355,000	3.000	2037	605,000	5.000
2028	365,000	6.500	2038	635,000	5.000
2029	385,000	6.500	2039	670,000	5.000
2030	415,000	6.500	2040	700,000	5.000
2031	440,000	6.500	2042	1,510,000	5.000
2032	470,000	6.500	2044	1,665,000	5.000
2033	500,000	5.000			
2034	525,000	5.000			

The Bonds shall be issuable only in fully registered form. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months. The interest thereon and, upon surrender of each Bond, the principal amount thereof, shall be payable by check or draft issued by the Registrar described herein; provided that, so long as the Bonds are registered in the name of a securities depository, or a nominee thereof, in accordance with Section 2.08 hereof, principal and interest shall be payable in accordance with the operational arrangements of the securities depository.

2.03. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.07 and upon any subsequent transfer or exchange pursuant to Section 2.06, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. The interest on the Bonds shall be payable on February 1 and August 1, commencing August 1, 2024, to the owners of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not such day is a business day.

2.04. Optional Redemption. The Bonds maturing on and after February 1, 2032 shall be subject to redemption and prepayment at the option of the District, in whole or in part, in such order as the District shall determine and within a maturity by lot as selected by the Registrar in multiples of \$5,000, on February 1, 2031, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The Deputy Clerk shall cause notice of the call for redemption thereof to be published as required by law and, at least thirty (30) days prior to the designated redemption date, shall cause notice of the call for redemption to be mailed, by first class mail, to the registered owners of any Bonds to be redeemed at their addresses as they appear on the bond register described in Section 2.06 hereof but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the registered owner without charge, representing the remaining principal amount outstanding.

Bonds maturing on February 1 in the years 2042 and 2044 (the “Term Bonds”) shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.04 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

Term Bond maturing February 1, 2042

<u>Year</u>	<u>Principal Amount</u>
2041	\$735,000
2042*	775,000

*stated maturity

Term Bond maturing February 1, 2044

<u>Year</u>	<u>Principal Amount</u>
2043	\$810,000
2044*	855,000

*stated maturity

Notice of redemption shall be given as provided in the preceding paragraph.

2.05. Appointment of Initial Registrar. The District hereby appoints Northland Trust Services, Inc., in Minneapolis, Minnesota, as the initial bond registrar, transfer agent and paying agent (the Registrar). The Board Chair and the Deputy Clerk are authorized to execute and deliver, on behalf of the District, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company organized under the laws of the United States or one of the states of the United States and authorized by law to conduct such business, such corporation shall be authorized to act as successor Registrar. The District agrees to pay the reasonable and customary charges of the Registrar for the services performed. The District reserves the right to remove the Registrar upon thirty (30) days’ notice and upon the appointment and acceptance of a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the bond register to the successor Registrar.

2.06. Registration. The effect of registration and the rights and duties of the District and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal corporate trust office a bond register in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the

fifteenth day of the month preceding each interest payment date and until such interest payment date.

(c) Exchange of Bonds. Whenever any Bonds are surrendered by the registered owner for exchange the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity, as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the District.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The District and the Registrar may treat the person in whose name any Bond is at any time registered in the bond register as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Bond and for all other purposes, and all such payments so made to any such registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds, the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that such Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the District and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the District. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the District, evidencing the same debt, and entitled to the same benefits under this resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution; Authentication and Delivery. The Bonds shall be prepared under the direction of the Deputy Clerk and shall be executed on behalf of the District by the signatures of the Board Chair and the Deputy Clerk, provided that all signatures may be printed, engraved, or lithographed facsimiles of the originals. In case any officer whose signature, or a facsimile of whose signature, shall appear on the Bonds shall cease to be such officer before the delivery of any Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on such Bond has been duly executed by the manual signature of the Registrar. The executed certificate of authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so delivered and authenticated, they shall be delivered by the Deputy Clerk to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.08. Securities Depository. (a) For purposes of this section the following terms shall have the following meanings:

“Beneficial Owner” shall mean, whenever used with respect to a Bond, the person in whose name such Bond is recorded as the beneficial owner of such Bond by a Participant on the records of such Participant, or such person’s subrogee.

“Cede & Co.” shall mean Cede & Co., the nominee of DTC, and any successor nominee of DTC with respect to the Bonds.

“DTC” shall mean The Depository Trust Company of New York, New York.

“Participant” shall mean any broker-dealer, bank or other financial institution for which DTC holds Bonds as securities depository.

“Representation Letter” shall mean the Representation Letter pursuant to which the District agrees to comply with DTC’s Operational Arrangements.

(b) The Bonds shall be initially issued as separately authenticated fully registered bonds, and one Bond shall be issued in the principal amount of each stated maturity of the Bonds. Upon initial issuance, the ownership of such Bonds shall be registered in the bond register in the name of Cede & Co., as nominee of DTC. The Registrar and the District may treat DTC (or its nominee) as the sole and exclusive owner of the Bonds registered in its name for the purposes of payment of the principal of or interest on the Bonds, selecting the Bonds or portions thereof to be redeemed, if any, giving any notice permitted or required to be given to registered owners of Bonds under this resolution, registering the transfer of Bonds, and for all other purposes whatsoever; and neither the Registrar nor the District shall be affected by any notice to the contrary. Neither the Registrar nor the District shall have any responsibility or obligation to any Participant, any person claiming a beneficial ownership interest in the Bonds under or through DTC or any Participant, or any other person which is not shown on the bond register as being a

registered owner of any Bonds, with respect to the accuracy of any records maintained by DTC or any Participant, with respect to the payment by DTC or any Participant of any amount with respect to the principal of or interest on the Bonds, with respect to any notice which is permitted or required to be given to owners of Bonds under this resolution, with respect to the selection by DTC or any Participant of any person to receive payment in the event of a partial redemption of the Bonds, or with respect to any consent given or other action taken by DTC as registered owner of the Bonds. So long as any Bond is registered in the name of Cede & Co., as nominee of DTC, the Registrar shall pay all principal of and interest on such Bond, and shall give all notices with respect to such Bond, only to Cede & Co. in accordance with DTC's Operational Arrangements, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than DTC shall receive an authenticated Bond for each separate stated maturity evidencing the obligation of the District to make payments of principal and interest. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the Bonds will be transferable to such new nominee in accordance with paragraph (e) hereof.

(c) In the event the District determines that it is in the best interest of the Beneficial Owners that they be able to obtain Bonds in the form of bond certificates, the District may notify DTC and the Registrar, whereupon DTC shall notify the Participants of the availability through DTC of Bonds in the form of certificates. In such event, the Bonds will be transferable in accordance with paragraph (e) hereof. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the District and the Registrar and discharging its responsibilities with respect thereto under applicable law. In such event the Bonds will be transferable in accordance with paragraph (e) hereof.

(d) The execution and delivery of the Representation Letter to DTC by the Board Chair or Deputy Clerk, if not previously filed or if required to be re-filed with DTC, is hereby authorized and directed.

(e) In the event that any transfer or exchange of Bonds is permitted under paragraph (b) or (c) hereof, such transfer or exchange shall be accomplished upon receipt by the Registrar of the Bonds to be transferred or exchanged and appropriate instruments of transfer to the permitted transferee in accordance with the provisions of this resolution. In the event Bonds in the form of certificates are issued to owners other than Cede & Co., its successor as nominee for DTC as owner of all the Bonds, or another securities depository as owner of all the Bonds, the provisions of this resolution shall also apply to all matters relating thereto, including, without limitation, the printing of such Bonds in the form of bond certificates and the method of payment of principal of and interest on such Bonds in the form of bond certificates.

SECTION 3. FORM OF BONDS. The Bonds shall be prepared in substantially the form found at EXHIBIT A hereto.

SECTION 4. USE OF PROCEEDS.

4.01. General Obligation Facilities Maintenance Bonds, Series 2023B Construction Fund. There is hereby established on the official books and records of the District a General Obligation Facilities Maintenance Bonds, Series 2023B Construction Fund (the Construction Fund), and the District shall continue to maintain the Construction Fund until payment of all costs and expenses incurred in connection with the Projects financed by the Bonds have been paid. To the

Construction Fund there shall be credited from the proceeds of the Bonds an amount equal to the estimated construction costs and expenses of the Projects and from the Construction Fund there shall be paid all such construction costs and expenses. After payment of all such construction costs and expenses, the Construction Fund shall be discontinued and any Bond proceeds remaining therein shall be credited to the Debt Service Fund established by Section 4.02 hereof.

4.02. General Obligation Facilities Maintenance Bonds, Series 2023B Debt Service Fund. So long as any of the Bonds are outstanding and any principal of or interest thereon unpaid, the Deputy Clerk shall maintain a separate debt service fund on the official books and records of the District to be known as the General Obligation Facilities Maintenance Bonds, Series 2023B Debt Service Fund (the Debt Service Fund), which the District agrees to maintain until the Bonds have been paid in full, and the principal of and interest on the Bonds shall be payable from the Debt Service Fund. Pursuant to Minnesota Statutes, Section 123B.595, subdivision 5(c), the portion of long-term facilities maintenance revenue for bonded debt must be recognized in the Debt Service Fund. The moneys on hand in the Debt Service Fund from time to time shall be used only to pay the principal of and interest on the Bonds. The District irrevocably appropriates to the Debt Service Fund: (a) any funds received from the Purchaser upon delivery of the Bonds in excess of the amount required by Section 4.01 above to be credited to the Construction Fund; (b) the amounts specified in Section 4.01 above, after payment of all costs and expenses of the Projects; (c) all taxes levied and collected in accordance with this resolution or any additional resolutions of the Board; (d) amounts, if any, transferred from the general fund account for long-term facilities maintenance to the Debt Service Fund, pursuant to Minnesota Statutes, Section 123B.595, subdivision 10(a)(4); (e) any long-term facilities maintenance equalized aid receivable under Minnesota Statutes, Section 123B.595, subdivision 9; and (f) all other moneys as shall be appropriated by the Board to the Debt Service Fund from time to time. If any payment of principal of and interest on the Bonds shall become due when there is not sufficient money in the Debt Service Fund to make such payment, the Deputy Clerk shall pay the same from any other available fund of the District, and such other fund shall be reimbursed for such advances out of the proceeds of the taxes levied for the payment of the Bonds when available. Pursuant to Minnesota Statutes, Section 123B.595, subdivision 12, the portion, if any, of long-term facilities maintenance revenue not recognized in the Debt Service Fund shall be maintained with the general fund of the District in a reserve account pledged to the payment of Facility Plan costs not financed by the Bonds.

4.03. Tax Levies. For the prompt and full payment of the principal of and interest on the Bonds as the same respectively become due, the full faith, credit and taxing power of the District shall be and are hereby irrevocably pledged. To provide moneys for the payment of principal of and interest on the Bonds as required by Minnesota Statutes, Section 475.61, subdivision 1, there is hereby levied on all taxable property in the District a direct, annual ad valorem tax which shall be spread upon the tax rolls for collection in the years and amounts as follows, as a part of other general taxes of the District, as follows:

<u>Levy Years</u>	<u>Collection Years</u>	<u>Amount</u>
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(See attached levy computation)

The taxes shall be irrevocable as long as any of the Bonds are outstanding and unpaid; provided that the District reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61. It is estimated that the ad valorem taxes will be collected in amounts not less than five percent in excess of the annual principal and interest requirements of the Bonds. If, as of the date tax levies are certified in any year, the sum of the

balance in the Debt Service Fund plus any ad valorem taxes theretofore levied for the payment of Bonds payable therefrom and collectible through the end of the following calendar year is not sufficient to pay when due all principal and interest to become due on all Bonds payable therefrom in said following calendar year, or the Debt Service Fund has incurred a deficiency in the manner provided in Section 4.02, an additional direct, irrevocable, ad valorem tax shall be levied on all taxable property within the corporate limits of the District for the purpose of restoring such accumulated or anticipated deficiency in accordance with the provisions of this resolution. Pursuant to Minnesota Statutes, Section 123B.595, subdivision 6, if the debt service revenue required to pay the principal and interest on the Bonds exceeds the District's long-term facilities maintenance revenue for the same fiscal year, the District's general fund levy must be reduced by the amount of the excess.

4.04. Debt Service Fund Balance Restriction. In order to ensure compliance with the Code, and applicable Treasury Regulations (the Regulations), upon allocation of any funds to the Debt Service Fund, the balance then on hand in the Fund shall be ascertained. If it exceeds the amount of principal and interest on the Bonds to become due and payable through February 1 next following, plus a reasonable carryover equal to 1/12th of the debt service due in the following bond year, the excess shall (unless an opinion is otherwise received from bond counsel) be used to prepay or purchase Bonds, or invested at a yield which does not exceed the yield on the Bonds calculated in accordance with Section 148 of the Code.

SECTION 5. DEFEASANCE. When all of the Bonds have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the registered owners of the Bonds shall cease. The District may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The District may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms, by depositing with the Registrar on or before that date an amount equal to the principal, interest and redemption premium, if any, which are then due, provided that notice of such redemption has been duly given as provided herein. The District may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a bank or trust company qualified by law as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited, bearing interest payable at such time and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or earlier designated redemption date. Provided, however, that if such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the District shall have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or earlier designated redemption date.

SECTION 6. TAX COVENANTS, ARBITRAGE MATTERS, REIMBURSEMENT AND CONTINUING DISCLOSURE.

6.01. Restrictive Action. The Projects will be owned and maintained by the District and used to carry out its program of public education. The District shall not enter into any lease, management agreement, use agreement or other contract with any nongovernmental entity relating to the Projects or a portion thereof which would cause the Bonds to be considered “private activity bonds” or “private loan bonds” pursuant to the provisions of Section 141 of the Code. The District covenants and agrees with the registered owners of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any actions that would cause interest on the Bonds to become includable in gross income of the recipient under the Code and applicable Regulations and covenants to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations.

6.02. Arbitrage Certification. The Board Chair and Deputy Clerk being the officers of the District charged with the responsibility for issuing the Bonds pursuant to this resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code and applicable Regulations stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be “arbitrage bonds” within the meaning of the Code and the Regulations.

6.03. Arbitrage Rebate. The District acknowledges that the Bonds are subject to the rebate requirements of Section 148(f) of the Code. The District covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement pursuant to one of the spending exceptions set forth in Section 1.148-7 of the Regulations and no “gross proceeds” of the Bonds (other than amounts constituting a “bona fide debt service fund”) arise during or after the expenditure of the original proceeds thereof.

6.04. Not Qualified Tax-Exempt Obligations. The Bonds are not designated as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code.

6.05. Reimbursement. The District certifies that the proceeds of the Bonds will not be used by the District to reimburse itself for any expenditure with respect to the Projects which the District paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the District shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations; provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Projects meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to “preliminary expenditures” for the Projects as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the “issue price” of the Bonds.

6.06. Continuing Disclosure. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Bonds and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Bonds to comply with

amendments to Rule 15c2-12 promulgated by the SEC under the Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Bonds, the District hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the outstanding Bonds. The District is the only obligated person in respect of the Bonds within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the District fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any outstanding Bonds, may take whatever action at law or in equity may appear necessary or appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Bonds or under any other provision of this resolution. As used in this section, Owner or Bondowner means, in respect of a Bond, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Bond, any person or entity which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Bond (including persons or entities holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of the Bond for federal income tax purposes.

(b) Information To Be Disclosed. The District will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the District, the following information at the following times:

- (1) on or before twelve (12) months after the end of each fiscal year of the District, commencing with the fiscal year ending June 30, 2023, the following financial information and operating data in respect of the District (the Disclosure Information):
 - (A) the audited financial statements of the District for such fiscal year, prepared in accordance with generally accepted accounting principles in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the District, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the District; and
 - (B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under the headings: Economic and Financial Information; Summary of Debt and Debt Statistics; and General Information – “Major Employers,” which information may be unaudited

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the District shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the District shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been submitted to the Municipal Securities Rulemaking Board (the MSRB) through its Electronic Municipal Market Access System (EMMA) or the SEC. The District shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the District have materially changed or been discontinued, such Disclosure Information need no longer be provided if the District includes in the Disclosure Information a statement to such effect; provided, however, if such operations have been replaced by other District operations in respect of which data is not included in the Disclosure Information and the District determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the District shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

- (2) In a timely manner, not in excess of 10 business days, to the MSRB through EMMA, notice of the occurrence of any of the following events (each a "Material Fact," as hereinafter defined):
 - (A) principal and interest payment delinquencies;
 - (B) non-payment related defaults, if material;
 - (C) unscheduled draws on debt service reserves reflecting financial difficulties;
 - (D) unscheduled draws on credit enhancements reflecting financial difficulties;
 - (E) substitution of credit or liquidity providers, or their failure to perform;
 - (F) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the Bonds or other material events affecting the tax status of the Bonds;
 - (G) modifications to rights of Bond holders, if material;
 - (H) Bond calls, if material and tender offers;
 - (I) defeasances;
 - (J) release, substitution, or sale of property securing repayment of the Bonds if material;
 - (K) rating changes;
 - (L) bankruptcy, insolvency, receivership, or similar event of the obligated person;
 - (M) the consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

- (N) appointment of a successor or additional trustee or the change of name of a trustee, if material;
- (O) incurrence of a financial obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the obligated person, any of which affect security holders, if material; "financial obligation" means a (a) debt obligation; (b) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (c) guarantee of a debt obligation or any such derivative instrument; provided that "financial obligation" shall not include municipal securities as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule; and
- (P) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the obligated person, any of which reflect financial difficulties.

As used herein, for those events that must be reported if material, a "Material Fact" is a fact as to which a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Bond or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, a Material Fact is also a fact that would be deemed material for purposes of the purchase, holding or sale of a Bond within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

For the purposes of the event identified in (L) hereinabove, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

- (3) In a timely manner, to the MSRB through EMMA, notice of the occurrence of any of the following events or conditions:
 - (A) the failure of the District to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
 - (B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the District under subsection (d)(2);
 - (C) the termination of the obligations of the District under this section pursuant to subsection (d);
 - (D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
 - (E) any change in the fiscal year of the District.

(c) Manner of Disclosure.

- (1) The District agrees to make available to the MSRB through EMMA, in an electronic format as prescribed by the MSRB, the information described in subsection (b).
- (2) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

- (1) The covenants of the District in this section shall remain in effect so long as any Bonds are outstanding. Notwithstanding the preceding sentence, however, the obligations of the District under this section shall terminate and be without further effect as of any date on which the District delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the District to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Bonds to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successory thereto or amendatory thereof.
- (2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the District from time to time, without notice to (except as provided in paragraph (c)(2) hereof) or the consent of the Owners of any Bonds, by a resolution of this Board filed in the office of the recording officer of the District accompanied by an opinion of Bond Counsel, who may rely on certificates of the District and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the District or the type of operations conducted by the District, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Bonds, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Bondowners under the Rule.

If the Disclosure Information is so amended, the District agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

- (3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

SECTION 7. CERTIFICATION OF PROCEEDINGS.

7.01. Filing with County Auditors. The Deputy Clerk is hereby authorized and directed to file with the County Auditors of Hennepin and Carver Counties a certified copy of this resolution together with such other information as the County Auditors shall require and to obtain from each County Auditor a certificate that the Bonds have been entered upon the bond register and that the tax for the payment of the Bonds has been levied as required by law.

7.02. Certification of Proceedings. The officers of the District and the County Auditors are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records of the District relating to the Bonds and to the financial condition and affairs of the District, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds as they appear from the books and records under the officer's custody and control or as otherwise known to the them. All such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the District to the correctness of all statements contained herein.

7.03. Official Statement. The Preliminary Official Statement relating to the Bonds and the Final Official Statement, listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Bonds required to be included in the Official Statement by Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, prepared and distributed by Baird are hereby approved. The officers of the District are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.

SECTION 8. STATE PAYMENT; DISTRICT AND REGISTRAR OBLIGATIONS. The District hereby covenants and obligates itself to notify the Commissioner of Education (the Commissioner) of any potential default in the payment of the principal of or interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 (the State Payment Law), to guarantee, to the extent permitted by law, payment of the principal of and interest on the Bonds when due. The District further covenants to deposit with the Registrar not less than three business days prior to each February 1 and August 1 as set forth in Section 2.03 hereof, an amount sufficient to make that payment or to notify the Commissioner as provided in the State Payment Law that it will be unable to make all or a portion of such payment. The Registrar will notify the Commissioner if it becomes aware of a potential default in the payment of principal of and interest on the Bonds on any payment date or if, on the date two business days prior to the date on which a payment is due, there are insufficient funds on deposit with the Registrar to make the required payment on such date. The Registrar will cooperate with the District, the Commissioner and the Commissioner of Management and Budget in implementing the provisions of the State Payment Law. In the event that amounts sufficient to make any such interest or principal payment are held by an escrow or paying agent and invested as authorized by Minnesota Statutes, Chapter 475 and such escrow or paying agent is required to use proceeds from such investment to pay to the Registrar the amount necessary to pay such interest or principal on such payment date, then the requirements of the State Payment Law relating to the deposit of such amounts with the Registrar prior to the payment date of such interest or principal shall be deemed satisfied and neither the District nor the Registrar shall be required to notify the Commissioner that insufficient funds are available to pay such interest or principal on such payment date. The District shall do all other things which may be necessary to perform the Bonds hereby undertaken under the State Payment

Law, including any requirements hereafter adopted by the Commissioner of Management and Budget or the Commissioner.

Upon vote being taken on the foregoing resolution, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

Tax Levies

105% LEVY

Independent School District No. 276, (Minnetonka), Minnesota
 General Obligation Facilities Maintenance Bonds, Series 2023B
 Callable 2/1/32 or any date thereafter at Par
FINAL NUMBERS

Date	Principal	Interest	Net Debt Service	105% Levy	Levy Year	Col- lect Year
02/01/2025	75,000.00	823,861.11	898,861.11	943,804.17	2023	2024
02/01/2026	345,000.00	552,625.00	897,625.00	942,506.25	2024	2025
02/01/2027	355,000.00	542,275.00	897,275.00	942,138.75	2025	2026
02/01/2028	365,000.00	531,625.00	896,625.00	941,456.25	2026	2027
02/01/2029	385,000.00	507,900.00	892,900.00	937,545.00	2027	2028
02/01/2030	415,000.00	482,875.00	897,875.00	942,768.75	2028	2029
02/01/2031	440,000.00	455,900.00	895,900.00	940,695.00	2029	2030
02/01/2032	470,000.00	427,300.00	897,300.00	942,165.00	2030	2031
02/01/2033	500,000.00	396,750.00	896,750.00	941,587.50	2031	2032
02/01/2034	525,000.00	371,750.00	896,750.00	941,587.50	2032	2033
02/01/2035	550,000.00	345,500.00	895,500.00	940,275.00	2033	2034
02/01/2036	575,000.00	318,000.00	893,000.00	937,650.00	2034	2035
02/01/2037	605,000.00	289,250.00	894,250.00	938,962.50	2035	2036
02/01/2038	635,000.00	259,000.00	894,000.00	938,700.00	2036	2037
02/01/2039	670,000.00	227,250.00	897,250.00	942,112.50	2037	2038
02/01/2040	700,000.00	193,750.00	893,750.00	938,437.50	2038	2039
02/01/2041	735,000.00	158,750.00	893,750.00	938,437.50	2039	2040
02/01/2042	775,000.00	122,000.00	897,000.00	941,850.00	2040	2041
02/01/2043	810,000.00	83,250.00	893,250.00	937,912.50	2041	2042
02/01/2044	855,000.00	42,750.00	897,750.00	942,637.50	2042	2043
	10,785,000.00	7,132,361.11	17,917,361.11	18,813,229.17		

EXHIBIT A

UNITED STATES OF AMERICA

STATE OF MINNESOTA
HENNEPIN AND CARVER COUNTIES

INDEPENDENT SCHOOL DISTRICT NO. 276 (MINNETONKA)

GENERAL OBLIGATION FACILITIES MAINTENANCE BOND, SERIES 2023B

R-__ \$_____

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP No.</u>
__%	February 1, 20__	August 9, 2023	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: THOUSAND DOLLARS

INDEPENDENT SCHOOL DISTRICT NO. 276 (MINNETONKA), HENNEPIN AND CARVER COUNTIES, STATE OF MINNESOTA (the District), acknowledges itself to be indebted and for value received hereby promises to pay to the registered owner specified above, or registered assigns, the principal sum specified above on the maturity date specified above, and to pay interest thereon from the date of original issue specified above, or from the most recent interest payment date to which interest has been paid or duly provided for, at the annual rate specified above, payable on February 1 and August 1 in each year, commencing August 1, 2024, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month, all subject to the provisions referred to herein with respect to the redemption of the principal of this Bond prior to its stated maturity. The interest hereon and, upon presentation and surrender hereof at the principal office of the Registrar described below, the principal hereof, are payable in lawful money of the United States of America by check or draft drawn on Northland Trust Services, Inc., in Minneapolis, Minnesota, as bond registrar, transfer agent and paying agent, or its successor designated under the bond resolution described herein (the Registrar). For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the District have been and are hereby irrevocably pledged.

This Bond is one of an issue in the aggregate principal amount of \$10,785,000 (the Bonds), issued by the District to finance roofing replacement, paving replacement, mechanical systems replacement, cabinetry replacement and various other long term capital maintenance replacement items, and is issued pursuant to and in full conformity with a resolution adopted by the School Board adopted on August 3, 2023 (the Bond Resolution), and is issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Chapter 475 and Section 123B.595. The Bonds are issuable only in fully registered form, in denominations of \$5,000 or any integral multiple thereof, of single maturities.

The Bonds maturing on and after February 1, 2032 are each subject to redemption and prepayment at the option of the District, in whole or in part, in such order as the District shall determine and, within a maturity, by lot as selected by the Registrar in multiples of \$5,000, on February 1, 2031, and on any date thereafter, at a price equal to the principal amount thereof plus interest accrued to the date of redemption. The District will cause notice of the call for redemption to be published as required by law and, at least thirty (30) days prior to the designated redemption date, will cause notice of the call thereof to be mailed by first class mail to the registered owner of any Bond to be redeemed at the owner's address as it appears on the bond register maintained by the Registrar, but no defect in or failure to give such mailed notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the registered owner without charge, representing the remaining principal amount outstanding.

Bonds maturing on February 1 in the years 2042 and 2044 (the "Term Bonds") shall be subject to mandatory redemption prior to maturity at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

Term Bond maturing February 1, 2042

<u>Year</u>	<u>Principal Amount</u>
2041	\$735,000
2042*	775,000

*stated maturity

Term Bond maturing February 1, 2044

<u>Year</u>	<u>Principal Amount</u>
2043	\$810,000
2044*	855,000

*stated maturity

Notice of redemption shall be given as provided in the preceding paragraph.

As provided in the Bond Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the District at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney, and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange, the District will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The District and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose

of receiving payment and for all other purposes, and neither the District nor the Registrar shall be affected by any notice to the contrary.

Notwithstanding any other provisions of this Bond, so long as this Bond is registered in the name of Cede & Co., as nominee of The Depository Trust Company, or in the name of any other nominee of The Depository Trust Company or other securities depository, the Registrar shall pay all principal of and interest on this Bond, and shall give all notices with respect to this Bond, only to Cede & Co. or other nominee in accordance with the operational arrangements of The Depository Trust Company or other securities depository as agreed to by the District.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen, to exist and to be performed precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the District according to its terms have been done, have happened, do exist and have been performed in regular and due form, time and manner as so required; that, prior to the issuance hereof, a direct, annual, ad valorem tax has been duly levied upon all taxable property in the District for the years and in amounts not less than five percent in excess of sums sufficient to pay the interest hereon and the principal hereof as the same respectively become due; that additional taxes, if needed to meet the principal and interest requirements of the Bonds, shall be levied upon all such property without limitation as to rate or amount; and that the issuance of the Bonds does not cause the indebtedness of the District to exceed any constitutional or statutory limitation of indebtedness.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, Independent School District No. 276 (Minnetonka), Hennepin and Carver Counties, State of Minnesota, by its School Board, has caused this Bond to be executed on its behalf by the facsimile signatures of the Board Chair and Deputy Clerk.

INDEPENDENT SCHOOL DISTRICT NO. 276
(MINNETONKA), MINNESOTA

(Facsimile Signature – Board Chair)

(Facsimile Signature - Deputy Clerk)

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Bond Resolution mentioned within.

Date of Authentication: _____

NORTHLAND TRUST SERVICES, INC., Registrar

By _____
Authorized Representative

CERTIFICATE OF HENNEPIN COUNTY AUDITOR
AS TO REGISTRATION OF BONDS AND TAX LEVY

The undersigned, being the duly qualified and acting County Auditor of Hennepin County, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on August 3, 2023, by the School Board of Independent School District No. 276 (Minnetonka), Minnesota, setting forth the form and details of an issue of \$10,785,000 General Obligation Facilities Maintenance Bonds, Series 2023B, dated as of August 9, 2023, and levying taxes for their payment.

I further certify that the issue has been entered on my bond register and the tax required by law for their payment has been levied and filed as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand and official seal this _____ day of _____, 2023.

Hennepin County Auditor

(SEAL)

CERTIFICATE OF CARVER COUNTY AUDITOR
AS TO REGISTRATION OF BONDS AND TAX LEVY

The undersigned, being the duly qualified and acting Carver County Auditor, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on August 3, 2023, by the School Board of Independent School District No. 276 (Minnetonka), Minnesota, setting forth the form and details of an issue of \$10,785,000 General Obligation Facilities Maintenance Bonds, Series 2023B, dated as of August 9, 2023, and levying taxes for their payment.

I further certify that the issue has been entered on my bond register and the tax required by law for their payment has been levied and filed as required by Minnesota Statutes, Sections 475.61 to 475.63.

WITNESS my hand and official seal this _____ day of _____, 2023.

Carver County Auditor

(SEAL)

School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota

Board Agenda Item XIII.

Title: Resolution Pertaining to Consent Agenda

Date: August 3, 2023

OVERVIEW:

The School Board formally adopted the Consent Agenda concept on March 1, 1979. For the Consent Agenda to work efficiently, Board members should call staff prior to the meeting regarding any questions they may have on the following items. If a member wishes to discuss any matter on the Consent Agenda, they should request, at the beginning of the meeting, that the item be placed on the regular agenda (during Agenda Item III: Adoption of the Agenda).

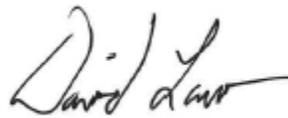
The following are the recommendations included within the Consent Agenda for June 1, 2023:

- a. Minutes of June 15 Closed Session and Special Meeting; and June 20 Closed Session
- b. Study Session Summary of June 15
- c. Payment of Bills
- d. Recommended Personnel Items
- e. Gifts and Donations
- f. Electronic Fund Transfers
- g. Action to Place Teacher on Unrequested Leave of Absence

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the School Board approve all recommendations included within the Consent Agenda items.

Submitted by: _____



David Law, Superintendent

CONSENT

School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota

Board Agenda Item XIII. a

Title: Meeting Minutes

Date: August 3, 2023

OVERVIEW:

The minutes of the proceedings of the Minnetonka School Board's following meetings are attached:

1. June 15 Closed Session
2. June 15 Special Meeting
3. June 20 Closed Session

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the School Board approve these minutes, as presented.

Submitted by: _____



Carrie Voeltz, Executive Assistant
to the Superintendent and School Board

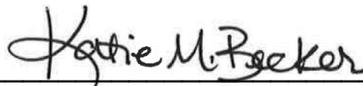
MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
Service Center
5621 County Road 101
Minnetonka, Minnesota

Minutes of June 15, 2023 Closed Session

The School Board of Minnetonka Independent School District #276 met in closed session at 4:30 p.m. on Thursday, June 15 in Room 109 at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Lisa Wagner presided. Other Board members present were: Katie Becker, Mike Remucal, Meghan Selinger, Chris Vitale and Superintendent David Law, ex officio. Absent: Mark Ambrosen and Patrick Lee-O'Halloran.

Chairperson Wagner called the meeting to order and announced that in accordance with Minnesota Statutes 13D.03, Subd. 1(b), the meeting would be closed to the public in order to conduct the Superintendent's Year-end Review. Chairperson Wagner said in keeping with District Policy #205: Open and Closed Meetings, the proceedings would be recorded.

At 5:49 p.m., Vitale moved, Selinger seconded, that the School Board adjourn the closed session and move to a special meeting, followed by a study session. Upon vote being taken thereon, the motion carried unanimously.



Katie Becker, Clerk

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
District Service Center
5621 County Road 101
Minnetonka, Minnesota

Minutes of June 15, 2023 Special School Board Meeting

The School Board of Minnetonka Independent School District #276 met in special session at 6:00 p.m. on Thursday, June 15, 2023 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Lisa Wagner presided. Other Board members present were Katie Becker, Michael Remucal, Meghan Selinger, Chris Vitale and Superintendent David Law, ex officio. Absent: Mark Ambrosen and Patrick Lee-O'Halloran.

Chairperson Wagner called the special meeting to order and asked that everyone stand and recite the Pledge of Allegiance to the Flag.

1. **AGENDA**

Becker moved, Vitale seconded, that the School Board approve the agenda as presented. Upon vote being taken thereon, the motion carried unanimously.

2. **APPROVAL OF PROFESSIONAL LEARNING PLAN**

Associate Superintendent Amy LaDue led the discussion. She explained that three proposals to modify the 2023-2024 school calendar were provided for consideration at the April School Board study session and stakeholder feedback was gathered and shared at the May School Board study session. Each proposal addressed the high-priority need to best position teachers to successfully meet the needs of all students through the School Board goals and priorities, specifically related to the Multi-tiered System of Support (MTSS) framework and literacy. Ms. LaDue noted that the purpose for tonight's presentation was to provide a recommendation for a calendar change to support the pilot of this professional learning plan.

Highlights of the presentation included the following:

Current Reality – Professional Learning Opportunities

- 8 hours of staff development is provided through 2 late starts and 2 early releases
- Additional time – embedded into existing structures, fall workshop and staff meetings

Recommended Proposal:

Student Calendar Changes	Staff Calendar Changes
	Aug 22 or 28 for professional learning
October 23: no school K-5, practice elearning, and required elearning 6-12 <i>October 23 is the Monday after MEA.</i>	October 23: 7 hours of professional learning K-5; 6 hours of professional learning 6-12
November 22: no school K-12 <i>November 22 is the Wednesday before Thanksgiving.</i>	November 22: no school if teachers participated in an August professional learning day; teachers who did not participate in August will report to school for professional learning
January 2: no school K-12 <i>January 2 is the Tuesday after winter break.</i>	January 2: full day of professional learning
March 4: no school for K-5; elearning 6-12 <i>March 4 is the Monday after spring parent-teacher conferences.</i>	March 4: full day of professional learning K-5; 6 hours of professional learning 6-12

Key Features of this Recommendation

The key feature of this recommendation is to increase the number of teacher days that occur prior to the start of the school from three to four in exchange for the day before Thanksgiving. Teachers unable to participate in the August learning will be expected to participate in the learning on the Wednesday before Thanksgiving. Three additional days of professional learning are added to the calendar at times advantageous to families and staff. The proposal results in approximately one day of professional learning each quarter. Students at the elementary level would have a practice asynchronous learning day October 23rd rather than a formal required elearning day. Secondary students will have asynchronous learning for two of the days.

This option also includes these features:

- Elimination of late starts and early releases in the 2023-24 calendar
- A combination of no school for students and asynchronous e-learning
- A “practice” e-learning day is embedded in the event that the District needs to provide e-learning due to weather-related or other emergency building closures

- Professional learning is aligned to priority District goals, required, and largely directed
- Absent teachers expected to make-up the missed learning

All professional learning sessions will be designed to encompass best practice for adult learning by including a combination of direct instruction, active engagement, reflection, time to plan for application, collaboration with PLC colleagues, and time to share across teams.

The Minnetonka Teachers Association (MTA) has indicated that teachers are supportive of the proposal to add additional professional learning time embedded into the calendar. As the calendar, related to the number of student days, is a part of the teacher bargaining unit agreement, the District is working collaboratively with the MTA to finalize the implementation details for the pilot calendar change.

Vitale moved, Becker seconded, that the Board approve the pilot calendar change for the 2023-24 school year to support professional learning for teachers. In the discussion that followed, Ms. LaDue clarified that the state does require that districts provide an in-school option on e-learning days, and this requirement will be followed. Board member Becker said she was excited to see how the pilot fares and she thanked all those who provided feedback on the various options.

Upon vote being taken thereon, the motion carried unanimously.

3. **APPROVAL OF FY24 BUDGET**

Executive Director of Finance and Operations Paul Bourgeois led the discussion. He noted that the District is required by statute to adopt a budget for each fiscal year prior to July 1 of that fiscal year. District administration has been working with staff on the development of the Fiscal Year 2024 (FY24) Budget. Attached for School Board review are the summary pages for FY24 budgets for the various funds of the District.

The General Operating Fund that includes Transportation and Activities is projected to operate at a surplus of \$2,065,125 of revenues to ongoing expenditures for FY 2024. This surplus is driven primarily by a larger-than normal \$2,957,147 inflation increase in Operating Referendum Revenue, \$2,184,946 in a one-time makeup levy for Operating Referendum Revenue from FY23 due to a higher actual inflation increase for Operating Referendum Revenue than the original estimated levy for FY23, and \$1,500,000 in Investment Revenue from investing District cash because interest rates have risen over 5.0% in the last 12 months. The total increase for Operating Referendum Revenue is approximately 8.5 times the historical annual increase for Operating Referendum Revenue, and the total increase for Investment Revenue is approximately 2.5 times the historical annual Investment Revenue.

The Minnesota Legislature increased the Basic Revenue Formula by 4% or \$275 per Adjusted Pupil Unit for FY24. This is an increase from the 2.0% increase received for

FY23. It is the first 4.0% increase in the Basic Revenue Formula since the State of Minnesota gave increases of 4.0% in FY06 and 4.0% in FY07. The Basic Revenue Formula is the largest single revenue component for the General Operating Fund, accounting for 54% of all revenues. With inflation in the Minneapolis-St. Paul-Bloomington Metropolitan Area running at 5.8% in Calendar 2021 and 8.0% in Calendar 2022, every additional percentage increase in the Basic Revenue Formula is much needed.

The Minnesota Legislature provided additional funding through a change in the Special Education Cross Subsidy Revenue formula, increasing it from 6.43% of the Special Education Cross Subsidy Amount to 44% of the Cross Subsidy. This one-time boost in the percentage of Special Education costs covered by State revenues reduces the need to spend local revenues to pay for the shortfall of State revenues to pay for Special Education.

Targeted enrollment for October 2023 is projected at 11,200 K-12 students, inclusive of 11,100 in-person students and 100 e-learning students. The Minnetonka School Board set an enrollment cap of 11,100 in-person K-12 students on October 3, 2019 in FY20. The 11,100 K-12 in-person cap remains in place. FY24 is the fifth year of small-to-no in-person student growth.

Total FY24 Revenues in the General Operating Fund are estimated at \$161,022,727, which is an increase of \$11,029,331 over FY23 Revenues of \$149,993,396. Total FY24 Expenditures in the General Operating fund are estimated at \$158,957,602, which is an increase of \$9,338,515 over FY23 Expenditures of \$149,619,087.

The General Operating Fund Unassigned Balance at the end of FY24 is projected to be \$25,056,801. This amounts to 15.8% of budgeted expenditures and is above the School Board Policy 703 minimum-allowed Unassigned Balance of 6.0% of budgeted expenditures.

The combination of tightly monitored expense controls plus the additional revenue provided from enrollment growth in past years has allowed the District to continue to maintain very stable finances while maintaining and selectively expanding opportunities for students. Additional Operating Referendum Revenue, which is in place through the 2024 Pay 2025 levy to fund Fiscal Year 2026, gives the District a stable base of revenue from which to maintain the high quality programs that are being delivered to students. At this time, the District does not have the Statutory Authority to ask voters of the District for an additional amount of funding per pupil from the Operating Referendum, as the District is at the State-mandated Operating Referendum cap of \$2,110.97 per student. It will require action by the Legislature to increase the State-mandated Operating Referendum cap in order for the District to be able to run an election for additional Operating Referendum revenue per pupil.

Mr. Bourgeois then walked the Board through the District's various funds, explaining the revenues and expenses for each. At the conclusion of his presentation, Becker moved, Selinger seconded, that the Board approve the following motion:

BE IT RESOLVED, that the School Board of Minnetonka Independent School District 276 does hereby adopt the Fiscal Year 2024 Budget as presented in the Summary of Budgets – All Governmental Fund Types in accordance with Governmental Accounting Standards Board standards, including projected revenues and other sources of \$243,698,621 for all funds, projected expenditures and other uses of \$249,110,515 for all funds and a projected fund balance at the end of Fiscal Year 2024 of \$69,267,826 for all funds.

Upon vote being taken thereon, the motion carried unanimously.

4. **CONSENT AGENDA**

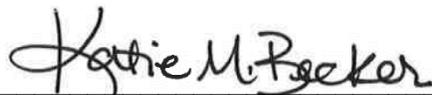
Vitale moved, Becker seconded, that the School Board approve the following recommendations included within the following Consent Agenda items:

- Minutes of June 1 regular meeting and closed sessions
- Study Session summary of May 25, 2023
- Personnel Changes
- Proposal to Place Teacher on Unrequested Leave of Absence
- Sale of Used iPads – Carry-In
- Designation of Identified Official with Authority (IOWA) for MDE
- MDE Format Long-Term Facilities Maintenance and Health and Safety Plan and Statement of Assurance

Upon vote being taken on the foregoing Consent Agenda items, the motion carried unanimously.

5. **ADJOURNMENT**

Becker moved, Selinger seconded, adjournment to study session at 6:35 p.m. Upon vote being taken thereon, the motion carried unanimously.



Katie Becker, Clerk

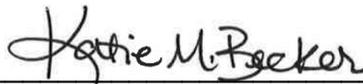
MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
Service Center
5621 County Road 101
Minnetonka, Minnesota

Minutes of June 20, 2023 Closed Session

The School Board of Minnetonka Independent School District #276 met in closed session at 7:30 a.m. on Tuesday, June 20 in Room 109 at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Lisa Wagner presided. Other Board members present were: Katie Becker, Patrick Lee-O'Halloran, Mike Remucal, Meghan Selinger and Chris Vitale. Absent: Mark Ambrosen.

Chairperson Wagner called the meeting to order and announced that in accordance with Minnesota Statutes 13D.03, Subd. 1(b), the meeting would be closed to the public in order to finalize the Superintendent's Year-end evaluation. Chairperson Wagner said in keeping with District Policy #205: Open and Closed Meetings, the proceedings would be recorded.

At 9:06 a.m., Lee-O'Halloran moved, Vitale seconded, that the School Board adjourn the closed session. Upon vote being taken thereon, the motion carried unanimously.



Katie Becker, Clerk

CONSENT

School Board
Minnetonka I.S.D. #276
5621 County Road 101
Minnetonka, Minnesota

Board Agenda Item XIII. b

Title: Study Session Summary

Date: August 3, 2023

OVERVIEW:

The summary of the proceedings of the Minnetonka School Board's June 15 study session is attached.

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the School Board approve this summary as presented.

Submitted by: _____



Carrie Voeltz, Executive Assistant
to the Superintendent and School Board

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
District Service Center
5621 County Road 101
Minnetonka, Minnesota

Summary of June 15, 2023 Study Session

The School Board of Minnetonka Independent School District #276 met in study session at 6:35 p.m. on Thursday, June 15, 2023 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Lisa Wagner presided. Other Board members present were Katie Becker, Michael Remucal, Meghan Selinger, Chris Vitale and Superintendent David Law, ex officio. Absent: Mark Ambrosen and Patrick Lee-O'Halloran.

REVIEW OF AP, IB, SUPPLEMENTAL AND NEW COURSE MATERIALS

Director of Curriculum Steve Urbanski led the discussion. He explained that as in past years, departments and programs have identified instructional material needs for the upcoming school year. As the English Language Arts (ELA), Health and Science departments engage in the curriculum review and standards implementation process during the 2023-24 school year, additional resources will be reviewed, piloted, and ultimately brought to the School Board for approval. Mr. Urbanski noted that the purpose of tonight's presentation was to submit for Board consideration the instructional materials that have been reviewed over the past year and are being considered for full implementation at the start of the 2023-24 school year.

Advanced Placement and International Baccalaureate Materials

The changing nature of the Advanced Placement (AP) and International Baccalaureate (IB) programs require adjustments on a regular basis. Advanced Learning Coordinator Laura Herbst works closely with AP and IB teachers and department chairs each year to select from available and appropriate materials. In addition to the criteria outlined in Policy #606, these materials are selected based upon the curriculum recommendations of the International Baccalaureate Organization, the College Board, and the organizations' trainers. *The Musician's Guide to Theory and Analysis: Fourth AP Edition* is recommended for the AP Music Theory course. In addition, four texts are being considered for the AP Precalculus course, which are listed in the table below. The course design team will finalize the selection this summer for use during the upcoming year.

Title	Author(s)	Course/Level
<i>The Musician's Guide to Theory and Analysis: Fourth AP Edition</i>	Clendenning, Marvin	AP Music Theory
<i>Precalculus: Graphical, Numerical, Algebraic (11th AP Edition)</i>	Demana, Waits, Foley, Kennedy, Gorsuch, Phelps	AP Precalculus
<i>Precalculus with Limits (8th Edition)</i>	Larson, Battaglia	AP Precalculus
<i>PreCalculus</i>	Miller, Gerken	AP Precalculus
<i>PreCalculus: Concepts and Technological Applications</i>	Brunner, Matsuoka, Mayer, Andrus	AP Precalculus

Science Instructional Materials

With the introduction of new Minnesota Academic Standards in Science, curriculum teams have been piloting materials to support full implementation of the standards by 2024-25. While FOSS currently serves as the core science program at the elementary level, the most recent edition of this program, FOSS Next Generation, provides additional core and supplemental resources, including digital tools, aligned to the new standards. Six new comprehensive kits will be introduced for grades three through five for the 2023-24 school year.

Title	Author	Course/Level
<i>Structures of Life</i>	FOSS Next Generation	Grade 3
<i>Earth and Sun</i>	FOSS Next Generation	Grade 3
<i>Energy</i>	FOSS Next Generation	Grade 4
<i>Soils, Rocks, and Landforms</i>	FOSS Next Generation	Grade 4
<i>Mixtures and Solutions</i>	FOSS Next Generation	Grade 5
<i>Living Systems</i>	FOSS Next Generation	Grade 5

Digital Resources and iPad Apps

The resources listed in the table below have been reviewed by teachers, tech coaches and the Director of Instructional Technology Amanda Fay to ensure that they meet the criteria described in Policy #606. They are recommended for the 2023-2024 school year and beyond.

App Name	Category	Subject/Course
Canva	Productivity	Cross Curricular
EdPuzzle	Productivity	Cross Curricular
Adobe Express (Adobe Spark)	Productivity	Cross Curricular

Mr. Urbanski noted that the recommended materials will be available for public review this summer at the District Service Center. Chairperson Wagner noted that the materials would be brought back to the August 3 regular meeting for approval.

CITIZEN INPUT

Chairperson Wagner extended an invitation to members of the audience who wished to address the Board on any topic. No one responded to this invitation to speak.

UPDATE ON OPEN POSITIONS AND RECRUITING EFFORTS

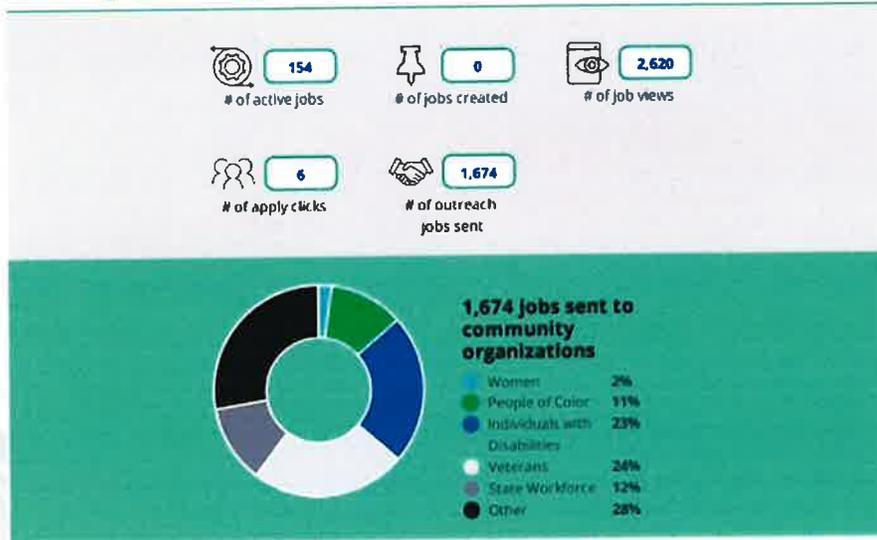
Executive Director of Human Resources Anjie Flowers presented this item to the Board. Highlights of her presentation included the following:

RECRUITING SOURCES

- Minnetonka School District website
- College/University employment pages
- Indeed
- Top School Jobs
- MASA
- MN Works
- Star Tribune print ads on Sundays for hard to fill positions
- Minnesota School Board Association
- Minnesota Elementary School Principals Association
- Diversity in Ed (new)
- LinkedIn (new)
- Jobs in Minneapolis and Circa (mirrors all job postings and sends them to community and diversity organizations)



Circa April Report Card



JOB FAIRS

- Minnesota Teacher Job Fair
University of Minnesota Campus
Huntington Bank Stadium
- Virtual Teacher Job Fair
MN School Jobs
- Virtual Job Fair
Diversity In Education



NEW INITIATIVES – Diversity in Ed

- 37 Booth visits vs. zero visits last year
- Proactive approach
- Opportunity to connect with attendees
- We will offer on the spot interviews with principals next year
- Allows us to recruit/post for all positions
- We began recruiting on their website during the job fair in April and have had 100 job views



NEW INITIATIVES - LinkedIn

- Partnered with Communications in May and we have created an engagement campaign through the Summer of 2023
 - 10,314 page impressions since May
 - Engagement is 8.24% v. LinkedIn average of 3.16%
 - 3,988 followers – increase of 280 followers
- Featured positions, news and highlights of the District
- More than 40 applicants for Principal position at Excelsior
- More than 60 applicants for Assistant Principal at Groveland



NEW INITIATIVES – Nutrition Services

Increased hours to six hours and made positions benefit eligible

- Six employees increased hours after spring break
- Three employees agreed to increase their hours at the start of the 2324 school year
- 8 of 17 postings have been filled



NEW INITIATIVES – District-Hosted Job Fairs

- Hosted first job fair at the high school in May. Gave local employers and the District an opportunity to get in front of high school students. Students were able to connect with hiring staff on the spot and we had a QR code to express interest in working for the District
- First Annual District Operations Job Fair on July 20th
<https://www.minnetonkaschools.org/district/departments/hr/jobfair>



TEACHER STAFFING

- 148 Positions Posted
- 118 Positions Filled
- 30 Unfilled

- 79.7% Filled
- 20.3% Unfilled



PARAPROFESSIONAL STAFFING

Elementary Openings

- 7 part-time paras (mainly lunchroom/playground paras)
- 14 full-time paras (mainly special education paras)

Secondary (includes SAIL) Openings

- 19 full-time paras (mainly special education)

Early Childhood Openings

- 5 part-time paras (mainly ECSE)

Total: 45

- 12 part-time and 33 full-time

Postings for next school year went live June 9, 2023



SUBSTITUTES & RESERVES

- Proactive engagement
- Six-week floats at each building
- Buildings are sharing reserves/substitutes if not needed at their assigned building
- In person orientation before first day
- Data-driven approach
 - Daily reports of fill rate



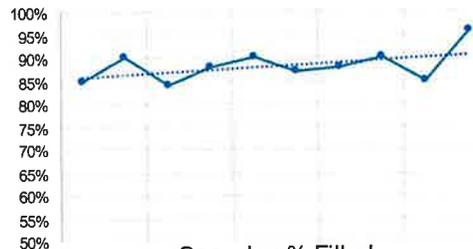
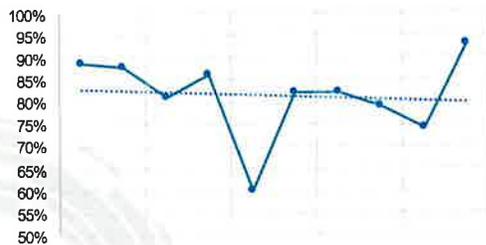
SUBSTITUTES & RESERVE DATA

Goal for 2022- 2023 was 26 new reserve teachers:

- 41 Reserve teachers hired
 - 22 work regularly (multiple times per month, most multiple times per week)
- 5 transitioned to sixweek floats
- 3 work(ed) contract LTS roles
- 3 are participating in Wilson Reading training this summer
- 1 hired for 22/23 and under contract for 23/24



2021 v. 2022 Reserve Fill Rate



2021-22 v. 2022-23 Reserve Fill Rate

21-22	Total Absences	Fill NOT Needed	Fill Needed	Filled	UnFilled	Fill Rate
Sep	421	27	394	351	43	89%
Oct	658	65	593	524	69	88%
Nov	969	48	921	750	171	81%
Dec	792	47	745	644	101	86%
Jan	1281	124	1157	699	458	60%
Feb	974	104	870	712	158	82%
Mar	965	58	907	747	160	82%
Apr	1015	64	951	753	198	79%
May	1371	64	1307	967	340	74%
Jun	265	10	255	236	19	93%
	6111	611	8100	6383	1717	78.60 %

22-23	Total Absences	Fill NOT Needed	Fill Needed	Filled	UnFilled	Fill Rate
Sep	515	41	474	405	69	85%
Oct	764	44	720	647	73	90%
Nov	1082	64	1018	856	162	84%
Dec	813	46	767	674	93	88%
Jan	800	55	745	670	75	90%
Feb	1009	70	939	814	125	87%
Mar	1226	105	1121	989	132	88%
Apr	847	43	804	720	84	90%
May	1234	70	1164	984	180	85%
Jun	154	7	147	141	6	96%
	8344	545	7899	6900	999	87.35%



EEO DATA – 2022 Full Time Teachers

- 868 total teachers
- White teachers (87%)
- 113 BIPOC teachers (13%)
- Immersion programs have more representative teachers. All other BIPOC teachers make up less than 1% representation
- Two or more races - 6 female; 1 male
- Native/Indigenous - 1 female; 1 male
- Asian - 42 female; 5 male (5.4%)
- Black - 4 female; 3 male
- Hispanic- 40 female; 10 male (5.7%)



EEO DATA – 2020 Full Time Teachers

- 948 total teachers
- White teachers (87%)
- 112 BIPOC teachers (13%)
- Immersion programs have more representative teachers. All other BIPOC teachers have less than 1% representation
- Two or more races - 4 female; 0 male
- Native/Indigenous - 5 female; 3 male
- Asian - 42 female; 4 male (4.8%)
- Black - 3 female; 3 male
- Hispanic - 40 female; 8 male (5%)



RETENTION EFFORTS

Reserves and Substitutes

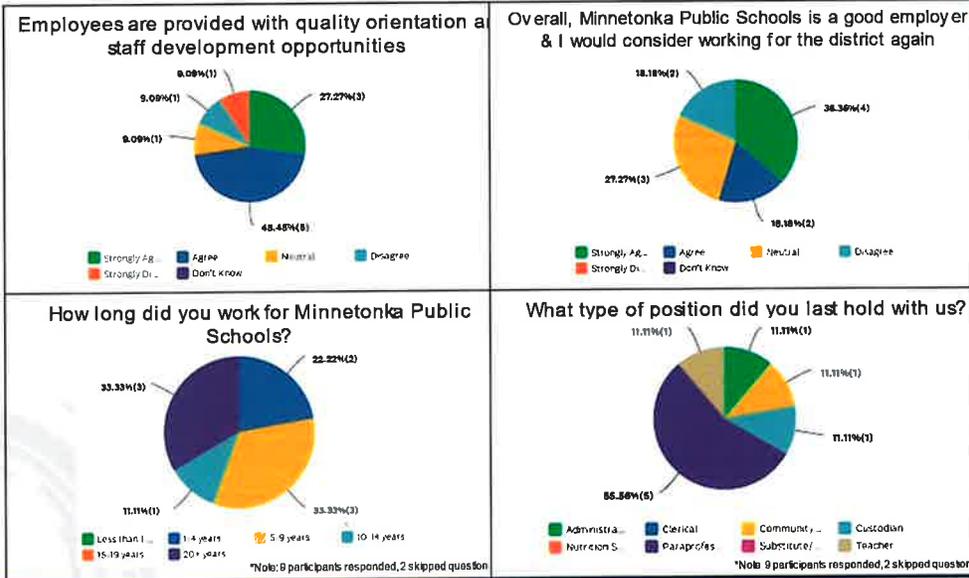
- Internal PD including CEUs will be launched this summer – partnering with Teaching & Learning and Instructional Technology
- First annual PD and recognition event in August
- Increase in communication about district news, events, resources as well as building specific activities to support belonging within the reserve/substitute pool
- Survey from teachers and follow up with reserves to address issues
- Increased enrollment in Master Teacher Training for reserves teachers

Other Staff

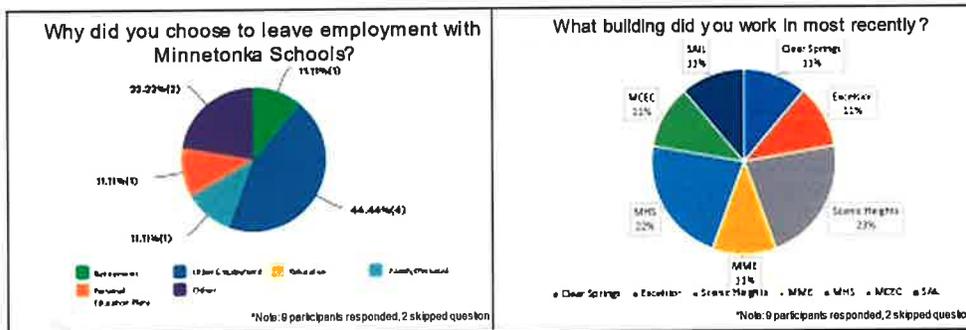
- Teacher appreciation week
- Launching online training for all new paraprofessionals including substitutes. Focus on compliance, behavior & classroom management, building orientation, and specific training for special education paraprofessionals. Partnered with SpEd department. We will assess if we need to roll out this training to more staff in the future. Annual PD for all paraprofessionals will continue.
- Continue to negotiate fair and competitive contracts
 - Teacher negotiations are underway
- Policy groups – passed competitive wage improvements, thorough review of language by staff and engaged in more communication
- Exit surveys



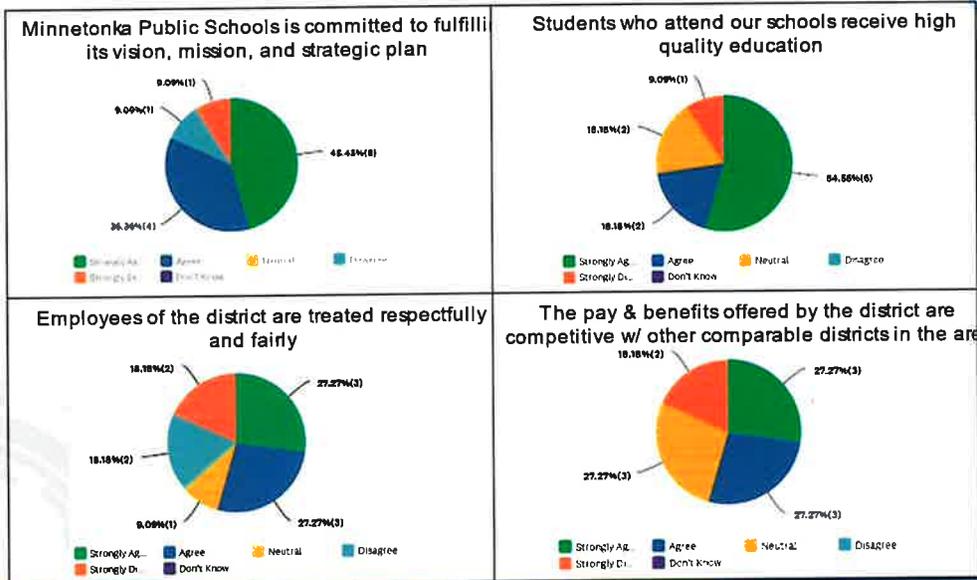
2022-23 Exit Survey



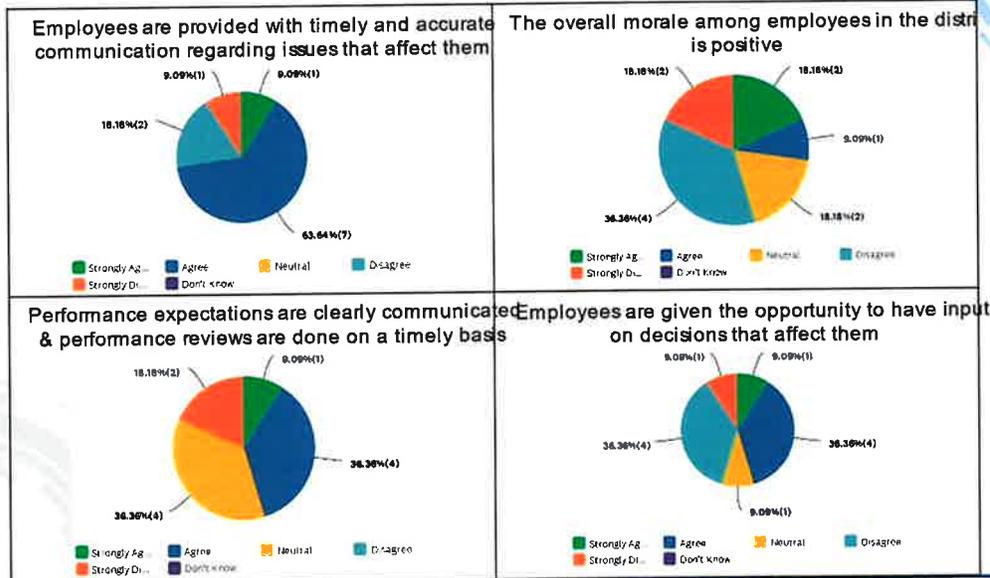
2022-23 Exit Survey



2022-23 Exit Survey



2022-23 Exit Survey



REVIEW OF ISTATION RESULTS

Director of Assessment and Evaluation Dr. Matt Rega led the discussion. He noted that during the Spring of 2023, Kindergarten, First, and Second Grade Spanish Immersion students took Istation's Indicators of Progress (ISIP) Test. This Winter, Kindergarten Spanish Immersion students took the ISIP Test for the first time, and this Spring, all K-2 Spanish Immersion students took the test.

ISIP is a replacement for the DORA-Spanish Test that was administered to K-2 Spanish Immersion students in previous years. Support for the DORA-Spanish by Let's Go Learn had increasingly diminished while the demand for useful data had increased by K-2 Spanish Immersion teachers. Understanding the need for early intervention, Minnewashta Spanish Immersion teachers piloted Istation's ISIP assessment and instructional resources program from February through May during the Spring of 2016 and found the software program to be superior to what was offered with the DORA-Spanish Test.

Istation offers a software tool used to assess students within the following areas: *Phonemic Awareness, Letter Knowledge, Decoding, Vocabulary, Spelling, Comprehension, and Fluency*. Istation software is a tool designed to target students participating in Immersion programs and is an adaptive assessment tool that allows students to demonstrate evidence of learning at high levels beyond their current grade level expectations. Teachers use results to provide specific instructional resources to help students receive the practice needed to improve within identified areas of growth and accelerate in their areas of strength. Each day students are given the opportunity to engage in interactive practice activities that are at their level and aligned to their assessment performance. The Istation system allows teachers to formally assess students each month to monitor student progress on a regular basis in between Fall, Winter, and Spring benchmark assessments. In addition, there are instructional resources available to students within the program as well as at home.

The instructional resources are aligned to the assessment, and most importantly, these instructional supports are customized for individual students based on their benchmark assessment performance each season. In addition, teachers can administer monthly *On Demand Assessments* to track students' progress as they work through the instructional software. This system is not only supportive of early intervention strategies, but it also allows for students who need to be challenged academically beyond their current levels of performance. Because there are three tiered levels, Minnetonka Spanish Immersion students have room to grow as they continue to strive toward the highest levels of the instructional and assessment program. Throughout the school year, teachers used the results to help plan for individual intervention with students depending on their performance. Student progress was monitored on a regular basis, and some students spent more time with the program each week depending on their needs. Students who needed more intensive intervention were assessed monthly with the Istation *On Demand Assessments*, as this is a form of progress monitoring for students who may be struggling with the language.

Definition of Terms

Terms	Descriptions
ISIP	Istation's Indicators of Progress
Ability Index	Three-digit score used to measure performance on each subtest. This score is used to determine the tier, percentile rank and grade equivalence.
Tier Levels	Three levels that indicate a student's language ability at the time of the test
Tier 1	At or above grade level based on ability index score
Tier 2	Moderately below grade level based on ability index score
Tier 3	Well below grade level based on ability index score
Percentile Rank	Indicates the relationship of a student's performance compared to national same grade level peers (ex. 91 st percentile = the student performed better than or equal to 91 percent of the students who took the test that month)

There are three levels or "Tiers" in which students are placed based on their ISIP "Ability Index" scores. The tiers range from Tier 1 (at or above grade level), Tier 2 (moderately below grade level), and Tier 3 (well below grade level). Students are placed into the different tiers based on their overall *Ability Index* for each of the subtests. The ability index score is a three-digit score, much like a RIT score from the NWEA Test. The ability index scores are totaled from each of the subtests to equal an overall ability index, thus placing a student into a particular tier. As students are placed into tiers, the ability index scores are also used to calculate national percentile ranks. If a student is performing at the 85th percentile, then he is performing better than or equal to 85 percent of the students nationally who took the test that month.

Highlights from the Spring assessment are listed below:

- For the third year in a row, First Graders improved from Fall to Spring in all four areas including out-performing their First Grade counterparts from a year ago
- Percentiles indicate that Minnetonka Kindergarteners performed below the 40th percentile on all four tests
- District results indicate that First Grade student performance rebounded from last year and is above the 50th percentile when compared to the nation on three of four subtests
- Among Second Graders, there were increases in the percentage of students reaching the Tier 1 level in four of five areas, with significant increases in Written Communication, Vocabulary, Phonics, and Comprehension for the second year in a row

Dr. Rega then walked the Board through the results, sharing information specific to each site and each grade level. He concluded his report by offering the following recommendations for action:

- Align Spanish instruction with Seesaw activities
- Begin Istation use in October for Kindergarten and consistently use the software throughout the year at First Grade
- Seek support of reading specialists
- Utilize individual iPads at home for extra practice
- Address text fluency through the use of reading groups, modeling, and direct reading skill instruction to improve vocabulary, comprehension and fluency

REVIEW OF SPRING NWEA RESULTS

Dr. Rega led this discussion as well. He noted that the NWEA is an adaptive test that measures what students are ready to learn in the areas of Math and Reading. This is the twelfth year of District-wide implementation. Key summary points in the analysis of the Spring 2023 administration of the NWEA are:

- By Fifth Grade, English, Chinese, and Spanish students are performing at the end of Twelfth Grade level in Math and mid Ninth Grade level in Reading.
- By Third Grade, English, Chinese and Spanish students are performing the same on the Reading Test, and Immersion students are continuing to do well on this English test. The current models for Reading based on NWEA data are effective for all three languages.

The NWEA assessments were completed in May, and the results reflect the hard work of teachers to prioritize their instructional focus on essential learnings due to the multiple learning models and environments in which students received instruction. Teachers used the Minnetonka Essential Learnings, aligned to the Minnesota State Standards, to guide instruction and set goals for the school year. The data focuses on Spring performance in the areas of Reading and Math. The report discusses RIT performance which is the scale that NWEA uses to show growth. Regardless of the grade level, a student with a RIT score of 200 is ready to learn a specific set of skills; this makes NWEA especially useful for instruction.

Summary of Results

- In Reading, average national growth is 5-6 RIT points among Fifth Graders, and students receiving Special Education services grew an average of 3.8 points.
- According to non-cohort Math performance, African American students improved in 4 of the 8 grade levels measured.
- Hispanic students saw gains across 4 of 8 grade levels, with a statistically significant increase observed among Fifth Graders. Fifth Graders improved by 6.6 RIT points.
- There are no significant gaps in performance between Open-Enrolled and Resident students for both Reading and Math. By Fourth Grade, RIT scores are virtually the same in Math and Reading.

- As Minnetonka students move into the Middle School the acceleration of the middle student is evident. For example, a typical Minnetonka Fifth Grade student is performing at the mid Ninth Grade level in Reading and beyond the Twelfth Grade level in Math according to the current NWEA national norms. If a student is on grade level and performing at the Fifth Grade level, he or she will notice a significant difference in performance when his or her peers are six grade levels ahead of that individual.

Dr. Rega then walked the Board through the results, sharing information specific to each site and each grade level. He concluded his presentation by offering the following recommendations for action:

- Utilize new early warning system software to analyze data and predictive performance toward Minnesota State Standards
- Provide class-wide intervention for 40-62nd percentile in Reading and 40-72nd percentile in Math
- Focus on MCA Test Specifications in accordance with Learning Continuum
- Analyze the following data:
 - Grades 1 and 5 Reading
 - LEP Grade 4 Reading and Math
- Align all common assessments to standards

ADJOURNMENT

The Board adjourned the study session at 7:55 p.m.

/cyv

School Board
Minnetonka I.S.D. # 276
5621 County Road 101
Minnetonka, Minnesota

Board Agenda Item XIII. c.

Title: Payment of Bills

Date: August 3, 2023

OVERVIEW:

Presented for Board approval are the monthly disbursement totals by fund for Minnetonka Public Schools for the month of May 2023.

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the Board approve the disbursements as presented for the month of May 2023.



Submitted by:

Jessica Hulitt
Coordinator of Accounting



Approved by:

Paul Bourgeois
Executive Director of Finance & Operations



Concurrence:

David Law
Superintendent of Schools

MINNETONKA DISTRICT #276

TO: David Law
FROM: Jessica Hulitt
RE: Payment of Bills – May 2023
Board Meeting Date: August 3, 2023

The following disbursements are submitted for the month of May:

Recommend the payment of bills in the sum of \$9,709,622.19 by check #478478 - #478999 and ACH #222302671 - #222302966, and wire transactions #20220146 - #202201696 as follows:

May		
	FUND	
01	GENERAL FUND	5,736,421.44
02	CHILD NUTRITION	229,845.37
03	PUPIL TRANSPORTATION	474,543.93
04	COMMUNITY SERVICE	321,232.34
05	CAPITAL EXPENDITURE	124,292.78
09	TRUST - FIDUCIARY	174,015.46
11	EXTRA/CO-CURRICULAR	115,510.17
12	ATHLETIC FEE	11,822.24
18	CUSTODIAL FUND	5,132.97
20	SELF INSURANCE	115,822.36
40	CULTURAL ARTS CENTER	48,410.15
41	DOMESTIC OPERATIONS	21,225.59
42	AQUATICS PROGRAM	64,062.25
43	PAGEL CENTER	25,477.70
46	LTFM	893,599.93
56	CONSTRUCTION PROJECTS	1,164,035.40
66	CAPITAL PROJECTS LEVY	184,172.11
		\$ 9,709,622.19
	SALARIES	\$ 6,921,100.25
	TOTAL	\$ 16,630,722.44



Jessica Hulitt

July 27, 2023
Date

School Board
Minnetonka I.S.D. # 276
5621 County Road 101
Minnetonka, Minnesota

Board Agenda Item XIII. c.

Title: Payment of Bills

Date: August 3, 2023

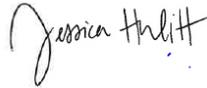
OVERVIEW:

Presented for Board approval are the monthly disbursement totals by fund for Minnetonka Public Schools for the month of June 2023.

RECOMMENDATION/FUTURE DIRECTION:

It is recommended that the Board approve the disbursements as presented for the month of June 2023.

Submitted by:



Jessica Hulitt
Coordinator of Accounting

Approved by:



Paul Bourgeois
Executive Director of Finance & Operations

Concurrence:



David Law
Superintendent of Schools

MINNETONKA DISTRICT #276

TO: David Law
FROM: Jessica Hulitt
RE: Payment of Bills – June 2023
Board Meeting Date: August 3, 2023

The following disbursements are submitted for the month of June:

Recommend the payment of bills in the sum of \$16,346,532.62 by check #478990 - #479816 and ACH #222302967 - #222303392, and wire transactions #202201587 - #202201816 as follows:

June		
	FUND	
01	GENERAL FUND	9,566,318.60
02	CHILD NUTRITION	1,069,004.13
03	PUPIL TRANSPORTATION	610,629.69
04	COMMUNITY SERVICE	654,947.90
05	CAPITAL EXPENDITURE	744,449.60
07	DEBT SERVICE FUND	744,709.38
09	TRUST - FIDUCIARY	188,453.05
11	EXTRA/CO-CURRICULAR	385,158.86
12	ATHLETIC FEE	16,077.04
18	CUSTODIAL FUND	10,938.23
20	SELF INSURANCE	118,375.89
40	CULTURAL ARTS CENTER	47,385.09
41	DOMESTIC OPERATIONS	5,191.16
42	AQUATICS PROGRAM	70,162.06
43	PAGEL CENTER	27,437.51
46	LTFM	143,623.52
47	OPEB DEBT SERVICE FUND	166,548.00
56	CONSTRUCTION PROJECTS	727,044.91
66	CAPITAL PROJECTS LEVY	1,050,078.00
		\$ 16,346,532.62
	SALARIES	\$ 13,471,001.63
	TOTAL	\$ 29,817,534.25



Jessica Hulitt

July 27, 2023
Date

SCHOOL BOARD
MINNETONKA I.S.D. #276
5621 County Rd. 101
Minnetonka, MN
Community Room

Board Agenda Item XIII. d.

TITLE: Recommended Personnel Items

DATE: August 3, 2023

BACKGROUND: Under the authorization of district policy, and the terms and conditions of the collective bargaining agreements between the Minnetonka Public Schools and employee groups recognized under Minnesota law, the executive director for human resources makes recommendations for employment, leaves, employee status changes, and resignations or release from contracts.

Those recommendations of a routine nature are attached in summary fashion. This section includes routine changes affecting an employee under the terms and conditions of the collective bargaining agreements, and new hires that occur between board meetings or are scheduled for the future.

State law requires that the School Board formally approve all personnel actions. At the time of hiring, employees are told that the administration formally recommends employment, and that the employment action is finalized only after Board action. On these routine matters, however, the administration may initiate the change prior to formal Board action in order to provide continuity of service to students.

Personnel changes of an exceptional nature requiring the interpretation of other district policies or laws are marked with an asterisk on the summary page, and have a separate explanation. In these cases, the administration does not take action until after Board action.

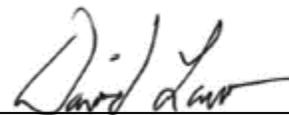
FUTURE ACTION/RECOMMENDATION:

The administration recommends approval of all attached personnel changes.

Submitted by:

Concurrence by:





Anjie Flowers
Executive Director of Human Resources

David Law
Superintendent

RECOMMENDED PERSONNEL ITEMS

I. INSTRUCTION

APPOINTMENTS	ASSIGNMENT	EFFECTIVE	SALARY
ACOSTA, NAOMI	GRADE 6 LANG ARTS, 1.0 FTE, MMW	2023-24	\$89,656
ADKINS, RACHEL	KINDERGARTEN SPANISH IMMERSION, 1.0 FTE, MWTA	8/29/23-6/10/24	\$70,901
CRANDELL, KATHERYN	ELEM SPANISH IMM FLOAT, 1.0 FTE, MWTA	8/29/23-6/10/24	\$47,215
DOLD, JANENE	SPECIAL ED, 1.0 FTE, MME	2023-24	\$63,313
FISCO, TIFFANY	ELT/READING, 0.5 FTE, CS	2023-24	\$35,450.50
FREDRICKSON, SOLVEIG	GRADE 5, 0.5 FTE, MWTA	8/29/23-6/10/24	\$25,705
GIANNAKAKIS, CYNTHIA	SPECIAL ED, 1.0 FTE, EXC	8/29/23-6/10/24	\$78,487
HALVERSON, DANNEKA	SPEECH LANGUAGE PATHOLOGIST, 0.5 FTE, MCEC	8/29/23-6/10/24	\$36,398
HEIMER, MADELINE	GRADE 5, 1.0 FTE, CS	8/29/23-1/26/24	\$24,377.31
HIGGINBOTHAM, ROBERT	MATH, 1.0 FTE, MHS	2023-24	\$89,870
HUMMEL, MACKENZIE	SOCIAL WORKER, 1.0 FTE, MMW	2023-24	\$61,417
JANSSEN, LEAH	GRADE 1, 1.0 FTE, CS	8/29/23-6/10/24	\$72,073
MCCONEGHEY, PATRICIA	LANG ARTS, 1.0 FTE, MME	2023-24	\$52,623
MCGILL, SUSAN	SPECIAL ED, 1.0 FTE, MHS	2023-24	\$101,381
NIGH, KATHRYN	NURSE, 40 HRS/WK, MME	2023-24	\$46.41/HOUR
PHILLIPS, RYAN	ESL/EL, 1.0 FTE, MHS	2023-24	\$47,215
SCHROEDER, VALERIE	GRADE 3, 1.0 FTE, SH	2023-24	\$61,417
SHOOK, ALISON	SCIENCE, 0.6 FTE, MMW	2023-24	\$53,793.60
SHOOK, ALISON	SCIENCE, 0.4 FTE, MMW	8/29/23-6/10/24	\$35,862.40
SUTTER, SANDRA	GRADE 5, 1.0 FTE, SH	8/29/23-6/10/24	\$71,543
SWENSON, KASSANDRA	PRESCHOOL, 23 HRS/WK, MCEC	2023-24	\$46.80/HOUR
TENLEY, KRISTEN	GRADE 5, 1.0 FTE, GR	8/29/23-6/10/24	\$70,901
2023 SUMMER SCHOOL:			
BECKSTROM, JEFF	SUMMER LEARNING PRGM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$75.89/HR
BERGER, CHRISTIN	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$41.72/HR
BEVERS, HANNAH	ESY SPEECH LANG PATH, 5.5 HRS/DAY, MCEC	7/11/23-8/3/23	\$40.78/HR
BOGUSLAWSKI, NINA	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$40.78/HR
CALLAHAN, MARY	ESY SPECIAL ED, 3.5 HRS/DAY, MHS	7/11/23-8/3/23	\$58.25/HR
DALDOUL, HEATHER	SUMMER EL PRGM, 6 HRS/DAY, OFF-SITE	7/11/23-8/3/23	\$66.21/HR
DAVEN, MADELYN	ESY ECSE, 5.5 HRS/DAY, MCEC	7/11/23-8/3/23	\$40.78/HR
DEVANIE, MAURA	SUMMER EL PRGM, 6 HRS/DAY, OFF-SITE	7/11/23-8/3/23	\$54.61/HR
DRAAYER, AMANDA	ESY NURSE, 3.5 HRS/DAY, MME	7/11/23-8/3/23	\$30.00/HR
ERICKSON, KATARINA	ECSE BIRTH-2, 120 HRS TOTAL, MCEC	7/3/23-8/18/23	\$40.78/HR
FIRKUS, KARIN	ESY SPECIAL ED 3.5 HRS/DAY, MME	7/11/23-8/3/23	\$40.78/HR
GIANNAKAKIS, CYNTHIA	ESY SPECIAL ED, 3.5 HRS/DAY, MME	7/11/23-8/3/23	\$40.78/HR
HANSON, BAILEY	ESY SPECIAL ED, 3.5 HRS/DAY, MME	7/11/23-8/3/23	\$40.78/HR
HANSON, RACHEL	ESY SPECIAL ED, 3.5 HRS/DAY, MHS	7/11/23-8/3/23	\$52.03/HR
HEALY, BRENNA	ESY NURSE, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$47.38/HR
JAMISON, M. ANDREA	SUMMER LEARNING PRGM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$55.29/HR
JOHNSEN, LAUREN	ESY SPECIAL ED LEAD, 5 HRS/DAY, DISTRICT	7/11/23-8/3/23	\$49.45/HR
JOHNSEN, LAUREN	ESY SPEECH LANG PATH, 5.5 HRS/DAY, MCEC	7/11/23-8/3/23	\$49.45/HR
KANE, JAKE	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$40.78/HR
KASPER, FAITH	ESY SPECIAL ED, 3.5 HRS/DAY, SAIL	7/11/23-8/3/23	\$40.78/HR
KLAERS, AMY	SUMMER LEARNING PRGM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$44.97/HR
KULLMAN, RHONDA	ESY NURSE, 3.5 HRS/DAY, MHS	7/11/23-8/3/23	\$28.19/HR
LAPSHINA, TATIANA	SUMMER LEARNING PRGM SPANISH IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$32.99/HR
LARSON, KATHY	SUMMER LEARNING PRGM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$75.89/HR
LEE, LISA	ESY SPECIAL ED, 3.5 HRS/DAY, SAIL	7/11/23-8/3/23	\$40.78/HR
MENDENHALL, QINGLING	SUMMER LEARNING PRGM CHINESE IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$75.89/HR
MORALES, CLAUDIA	SUMMER LEARNING PRGM SPANISH IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$55.79/HR
MOREEN, KRISTEN	ESY SPECIAL ED, 3.5 HRS/DAY, SAIL	7/11/23-8/3/23	\$63.45/HR
MUNN, KRISTA	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$62.23/HR
ORTIZ, FABIO	SUMMER LEARNING PRGM SPANISH IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$47.68/HR
PEARCE, JENNIFER	ESY SPECIAL ED, 3.5 HRS/DAY, MHS	7/11/23-8/3/23	\$57.19/HR
PEDERSON, KELLY	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$70.07/HR
PHILLIPS, KELLY	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$70.07/HR

POTRAMENT, JOSIE	ESY SPECIAL ED, 3.5 HRS/DAY, MME	7/11/23-8/3/23	\$40.78/HR
POTTER, ANDY	SUMMER GENERAL EDUC EL PRGM, 6 HRS/DAY, OFF-SITE	7/11/23-8/3/23	\$57.19/HR
RODRIGUEZ, CARLOS	SUMMER LEARNING PRGM SPANISH IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$32.08/HR
ROWAN, KAREN	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$41.72/HR
SHI, DILU	SUMMER LEARNING PRGM CHINESE IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$40.78/HR
SMITH, LEANN	ESY SPECIAL ED, 3.5 HRS/DAY, MME	7/11/23-8/3/23	\$66.21/HR
VAN BERGEN, RHONDA	SUMMER LEARNING PRGM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$42.18/HR
WATERHOUSE, KYLEEN	ESY NURSE, 3 HRS/DAY, SAIL	7/11/23-8/3/23	\$43.08/HR
WOOLSEY, RUTHANNE	ESY SPECIAL ED, 3.5 HRS/DAY, CS	7/11/23-8/3/23	\$61.05/HR
ZAMILPA, AMANDA	SUMMER LEARNING PRGM SPANISH IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$55.90/HR
ZHANG, XIAOCHUAN	SUMMER LEARNING PRGM CHINESE IMM, 4 HRS/DAY, GR	6/20/23-7/20/23	\$50.74/HR

RESIGNATIONS, RETIREMENTS, TERMINATIONS	ASSIGNMENT	EFFECTIVE
BERNARD, BRETT	GRADE 5, 1.0 FTE, GR	7/13/23
HANSON, NATALIE	SCHOOL PSYCHOLOGIST/ADOS EVALUATOR, 0.9 FTE, DH/MCEC	6/19/23
HUGHES, MICHELLE	504 COORD, 1.0 FTE, MHS	7/10/23
SCHMIDT, HARRISON	GRADE 6, 1.0 FTE, MMW	6/14/23
THOMASON, ROSE LAURE	GRADE 5, 1.0 FTE, MWTA	6/20/23
WENTZ, NATHAN	MATH, 1.0 FTE, MHS	6/29/23

LEAVE OF ABSENCES	ASSIGNMENT	EFFECTIVE
DOW, MARGARET	PHY ED, 0.3 FTE, TONKA OLINE – REQUESTING 0.7 FTE LOA	11/13/23-1/26/24
DOW, MARGARET	HEALTH/PHY ED, 0.5 FTE, TONKA ONLINE – REQUESTING 0.5 FTE LOA	1/29/24-6/10/24
FARNUM, BETH	SPEECH LANG PATHOLOGIST, 0.75 FTE, GR/MCEC	10/5/23-10/27/23
LUNDEEN, ABBY	GRADE 6/HEALTH, 1.0 FTE, MME – REQUESTING 1.0 FTE LOA	2023-24
OLSON, WENDY	RTI, 0.3 FTE, DH – REQUESTING 0.7 FTE LOA	2023-24
SURVER, DAVID	MATH, 0.8 FTE, MHS – REQUESTING 0.2 FTE LOA & PT TRA PRGORAM	2023-24
YAN, MING	GRADE 1 CHINESE IMMERSION, 1.0 FTE, EXC	8/29/23-3/28/24

STATUS CHANGES	CURRENT ASSIGNMENT	EFFECTIVE	CHANGE
BANASHAK, EMMA	GR. 6 LTS TEACHER, 1.0 FTE, MMW, 8/30/22-12/21/22 CLASS C/D STUDY LUNCH & SPEC ED PARA, 30 HRS/WK, MMW, 3/20/23-6/8/23	8/29/23-6/10/24 2023-24	MATH, 0.5 FTE, MME MATH, 0.5 FTE, MME
CASPER SANCHEZ, MARISELA	GRADE 5 SPANISH IMMERSION, 1.0 FTE, MWTA	2023-24	GRADE 1 SPANISH IMMERSION, 1.0 FTE, DH
DAVIS, COURTNEY	COUNSELOR, 0.5 FTE, CS	2023-24	COUNSELOR, 0.9 FTE, CS/TONKA ONLINE
DEMERS, SUSAN	GRADE 6 MATH, 1.0 FTE, MME	2023-24	GRADE 6 MATH AND FACS, 1.0 FTE, MME
DOW, MARGARET	PHY ED, 0.3 FTE, TONKA ONLINE (ALL YEAR 22-23) HEALTH, 0.2 FTE, TONKA ONLINE (SEM I OF 22-23)	9/2/23-11/10/23 11/13/23-1/26/24 1/29/24-6/10/24	FULL TIME LOA PHY ED, 0.3 FTE, TONKA ONLINE PHY ED/HEALTH, 0.5 FTE, TONKA ONLINE
ELLIOTT, JESSILYN	RESERVE TEACHER	2023-24	LANGUAGE ARTS, 0.6 FTE, TONKA ONLINE
GALLAGHER, WILHELMINE	SPECIAL ED TEMP TEACHER, 0.225 FTE, TONKA OLINE, 10/25/22-6/9/23	8/29/23-6/10/24	SPECIAL ED, 1.0 FTE, GR/MWTA
GROTON, CHARLES	INFO & DIGITAL LRNG TEACHER, 0.75 FTE, MWTA/SH	2023-24	GRADE 1, 1.0 FTE, MWTA
HAUGEN, SEAN	PHY ED, 0.9 FTE, GR/MWTA/SH	2023-24	PHY ED, 0.94 FTE, GR/MWTA/SH
HEALY, BRENNA	NURSE LTS, 1.0 FTE, MME, 11/21/22-6/13/23	2023-24	NURSE/THIRD PARTY BILLING, 0.5 FTE, MCEC/DSC
HESSBURG, JOSEPH	GRADE 5, 1.0 FTE, MWTA	2023-24	PROGRAM ASST DIRECTOR, 0.4 FTE, TONKA ONLINE
LANDT, SARAH	RESERVE TEACHER/SPAN IMM FLOAT TEMP, 1.0 FTE, GR, 3/6/23-6/9/23	8/29/23-6/10/24 9/11/23-6/6/24	GRADE 5, 0.6 FTE MWTA GRADE 4 SPANISH IMM SUPPT, 0.68 FTE, GR
LAW, DAVID	SUPERINTENDENT, 1.0 FTE, DISTRICT	2023-24	\$286,000 ANNUALLY
RENFROE, ALLISON	HEALTH LTS TEACHER, 0.8 FTE, MME, 2/24/23-5/19/23	8/29/23-6/10/24	HEALTH/STUDY SKILLS TEACHER, 1.0 FTE, MME
SMASAL, JENNIFER	ASSISTANT PRINCIPAL, 1.0 FTE, MHS	7/1/2023	PRINCIPAL, 1.0 FTE, EXC
VIELGUTH, PABLO	ELEM SPANISH IMMERSION FLOAT LTS, 1.0 FTE, CS	9/21/23-12/8/23	GRADE 3 SPANISH IMM LTS, 1.0 FTE, CS

II. BUSINESS AND OTHER NON-INSTRUCTIONAL SERVICES

APPOINTMENTS	ASSIGNMENT	EFFECTIVE	SALARY
BERTSCH, ANDREW	LIFEGUARD, 20-30 HRS/WK, AQUATICS	6/11/23	\$16.50/HR
BOBERG, EMILY	EXPLORERS PRGM ASST, 35 HRS/WK, SH	6/9/23	\$17.00/HR
BORN, QUINN	EXPLORERS STUD ASST, 22 HRS/WK, SH	6/26/23	\$11.00/HR
BRAUSEN, LISA	SUMMER OF SERVICE INSTRUCTOR, 30-35 HRS/WK, MCEC	7/10/23	\$23.00/HR
BRONKEN, SUSAN	MUSIC ACADEMY INSTRUCTOR, 10-25 HRS/WK, MCE	6/20/23	\$28.36/HR

CAMPBELL, JACK	EXPLORERS STUD ASST, 32.5 HRS/WK, DH	5/15/23	\$13.40/HR
CASTELEIN, ANDERS	EXPLORERS PRGM ASST, 27.5 HRS/WK, SH	6/9/23	\$17.00/HR
CASTELEIN, SOREN	EXPLORERS STUD ASST, 27.5 HRS/WK, SH	6/9/23	\$11.00/HR
COFER, JACOB	PROGRAM AIDE, 20 HRS/WK, MCEC	6/9/23	\$15.00/HR
DAGGETT, AMBER	EXPLORERS ASST SITE SUPVR, 40 HRS/WK, SH	6/5/23	\$21.30/HR
ENGEMAN, DANNA	EXPLORERS PRGM ASST, 32.5 HRS/WK, DH	6/14/23	\$17.00/HR
FITZGERALD, GABRIELLE	MORE THAN PINK INSTRUCTOR, 2-3 HRS/WK, SH	9/1/23	\$19.99/HR
FOSTER, ALISON	EXPLORERS STUD ASST, 13.5 HRS/WK, DH	6/9/23	\$11.00/HR
HAIGH-GRIAK, MONICA	CLASS D ECSE PARA, 13.25 HRS/WK, MCEC	8/30/23	\$22.47/HR
HAMBLIN, KINGSTON	SWIM INSTRUCTOR, 15-20 HRS/WK, AQUATICS	7/10/23	\$15.00/HR
HOKANSON, CHASE	SWIM INSTRUCTOR, 15-20 HRS/WK, AQUATICS	7/10/23	\$15.00/HR
HOYARD, CALEB	LIFEGUARD, 25-35 HRS/WK, AQUATICS	6/11/23	\$16.50/HR
JOHNSON, ELIN	SWIM INSTRUCTOR, 15-20 HRS/WK, AQUATICS	7/10/23	\$15.00/HR
JOHNSON, MICHELE	CLASS E HEALTH PARA, 7.5 HRS/DAY, MME	8/28/23	\$23.69/HR
KOEHNEN, JOSHUA	EXPLORERS BEHAVIOR ASST, 35 HRS/WK, EXC	6/9/23	\$19.50/HR
KOYONEN, CAROL	EARLY CHILDHOOD SCREENER, HOURS VARY, MCEC	8/1/23	\$23.00/HR
LANOUX, TROY	EXPLORERS ASST SITE SUPVR, 40 HRS/WK, EXC	7/5/23	\$21.65/HR
LINGEN, HANNAH	EXPLORERS PRGM LEAD, 40 HRS/WK, EXC	6/14/23	\$19.38/HR
LINKER ENGLISH, SANTIAGO	LIFEGUARD, 25-35 HRS/WK, AQUATICS	6/11/23	\$17.00/HR
LOUIE, MAX	LIFEGUARD, 20-30 HRS/WK, AQUATICS	6/11/23	\$16.50/HR
LULU, BASIL	LIFEGUARD, 20-30 HRS/WK, AQUATICS	6/11/23	\$16.50/HR
LYONS, ANNABEL	EXPLORERS PRGM ASST, 30 HRS/WK, DH	6/9/23	\$17.00/HR
MARONEY, TREY	LIFEGUARD, 25-35 HRS/WK, AQUATICS	6/11/23	\$16.50/HR
MARTIN, RUBY	ENRICHMENT ASST, 15 HRS/WK, MCEC	7/17/23	\$13.30/HR
MIKLETHUN, ANNABELLE	LIFEGUARD, 15-20 HRS/WK, AQUATICS	7/10/23	\$15.00/HR
MORGAN, MADELEINE	EXPLORERS STUD ASST, 25 HRS/WK, EXC	6/19/23	\$11.00/HR
MURPHY, EMMA	EXPLORERS PRGM LEAD, 35 HRS/WK, SH	6/9/23	\$19.38/HR
NIEDERER, JOSEPH	SUMMER RECREATION INSTRUCTOR, 9-12 HRS/WK, MCEC	6/20/23	\$18.50/HR
PAINTSIL, MASIDA	LIFEGUARD, 25-35 HRS/WK, AQUATICS	6/21/23	\$16.50/HR
PERCY, SKYLAR	SWIM INSTRUCTOR, 15 HRS/WK, AQUATICS	6/12/23	\$14.00/HR
PRALLE, MADDIE	EXPLORERS PRGM ASST, 30 HRS/WK, DH	6/9/23	\$17.00/HR
REINEKING, JACOB	LIFEGUARD, 25-35 HRS/WK, AQUATICS	6/11/23	\$17.25/HR
RICHMAN, WILLIAM	EXPLORERS PRGM ASST, 30 HRS/WK, EXC	6/9/23	\$17.00/HR
ROLFE, WILLIAM	LIFEGUARD, 25-35 HRS/WK, AQUATICS	6/11/23	\$16.50/HR
ROBERTS, ANNA	EXPLORERS PRGM ASST, 35 HRS/WK, SH	6/22/23	\$17.34/HR
SALMI, LAUREN	EXPLORERS BEHAVIOR ASST, 40 HRS/WK, SH	6/12/23	\$20.00/HR
SEIFERT, MAKENNA	EXPLORERS STUD ASST, 15 HRS/WK, DH	6/26/23	\$11.00/HR
TAYLOR, ZACH	CUSTODIAN, 8 HRS/DAY, SH	7/17/23	\$19.97/HR
VEIEN, ISABELLE	EXPLORERS PRGM ASST, 30 HRS/WK, SH	7/7/23	\$17.50/HR
WELCH, CHARLIE	EXPLORERS STUD ASST, 22 HRS/WK, EXC	6/9/23	\$13.00/HR
WILLIAMS, JANE	EXPLORERS PRGM ASST, 27.5 HRS/WK, DH	6/26/23	\$17.00/HR
WILLIS, MATTHEW	CUSTODIAN, 8 HRS/DAY, MMW	7/17/23	\$19.97/HR
WOODBURN, LEIGH	MORE THAN PINK INSTRUCTOR, 2-3 HRS/WK, SH	9/1/23	\$19.99/HR
ZIVKOVICH, GRETA	EXPLORERS PRGM ASST, 30 HRS/WK, SH	6/27/23	\$17.00/HR

RESIGNATIONS, RETIREMENTS, TERMINATIONS, NON-RENEWALS	ASSIGNMENT	EFFECTIVE
BUCHSTABER, DEBORAH	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MHS	7/18/23
CASILLAS, LORENA	CLASS A LR/PG/SUPVRY PARA, 1 HR/DAY, GR	6/27/23
FEELEY, NICOLE	CLASS D CLRM/BUS/TRAFFIC PARA, 5 HRS, 25 MIN/DAY, GR	6/8/23
HANNAN, NICOLE	CLASS D SPECIAL ED/BUS/TRAFFIC PARA, 6 HRS, 25 IN/DAY, MWTA	7/18/23
JOHNSON, JEREMY	CLASS D ECSE PARA, 14.5 HRS/WK, MCEC	8/25/23
KHLIEFAT, EDGARD	EXPLORERS PRGM MGR, 1.0 FTE, MCEC	6/20/23
MALLICK, ANITA	CUSTODIAN, 8 HRS/DAY, MMW	6/6/23
REINBOLDT, JACOB	EXPLORERS PRGM ASST, 15 HRS/WK, CS	7/13/23
TURNER, MEGHAN	EXPLORERS SIT SUPVR, 8 HRS/DAY, MWTA	7/19/23
ULETT, RYLIE	CLASS D SPEC ED PARA, 6 HRS/DAY, SAIL	6/30/23
VANEK, DENEEN	SWIM INSTRUCTOR/ON DECK COORD, AQUATICS	9/15/23
VARGO, PAULA	COOK MGR, 7.5 HRS/DAY, MMW	7/18/23
VEGA MAYERLE, MELISSA	CLASS D SPEC ED PARA, 4.5 HRS/DAY, CS	7/24/23
	CLASS C SPANISH IMM KINDER PARA, 3.5 HRS/DAY, GR	

LEAVES	ASSIGNMENT	EFFECTIVE
BELL, BRITTANY	EXPLORERS SITE SUPVR, 8 HRS/DAY, CS	8/28/23-12/15/23

STATUS CHANGES	CURRENT ASSIGNMENT	EFFECTIVE	CHANGE
ADAMEK, RACHEL	CLASS C CLRM PARA, 6 HRS/DAY, DH	2023-24	PARA SUB
BROWN, ELEANOR	COOK HELPER, 4 HRS/DAY, MHS	2023-24	COOK HELPER, 6 HRS/DAY, MHS
CARLSON, JULIE	GRADE 5 LTS TEACHER, 1.0 FTE, GR, 4/24/23-6/9/23	2023-24	CLASS C MATH SUPPT/BUS/TRAFFIC PARA 6 HRS/DAY, GR
BURNS, ZAZIL	CLASS A LR/PG PARA, 2.5 HRS/DAY, DH	2023-24	COOK HELPER, 6 HRS/DAY, GR
CADY, ANDREA	CLASS C SPANISH IMM KINDER PARA, 4 HRS/DAY, DH	2023-24	CLASS D SPEC ED PARA, 6.5 HRS/DAY, DH
CHWIALKOWSKI, HARRIETTE	LEAVE OF ABSENCE	6/19/23	LEVEL IV THIRD PARTY BILLING AND HEALTH SERVICES
DURRANT, AMANDA	CLASS E HEALTH PARA, 7.5 HRS/DAY, MME	2023-24	OFFICE ASST, 8 HRS/DAY, DSC
ERANI, MARY	PARA SUB	2023-24	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW
GAARD, JUSTIN	CLASS C CLRM PARA, 3 HRS/DAY, MWTA	2023-24	PARA SUB
HAMBLIN, MARY	CLASS A LR/PG PARA, 6 HRS/WK, DH	2023-24	PARA SUB
HAWKS, TARA	CLASS D SPEC ED PARA, 6.5 HRS/DAY, EXC	2023-24	PARA SUB
HEITKAMP, EILEEN	CLASS D SPEC ED PARA, 6 HRS/DAY, EXC	2023-24	PARA SUB
HOUEK, NATHAN	CLASS C CLRM PARA, 3 HRS/DAY, MWTA	2023-24	PARA SUB
LARSEN, JONATHAN	DEVELOPMENTAL TRAINEE, 8 HRS/DAY, B&G	7/17/23	HEAD CUSTODIAN, 8 HRS/DAY, MWTA
LARSEN, JONATHAN	CUSTODIAN, 8 HRS/DAY, MHS	6/19/23	DEVELOPMENTAL TRAINEE, 8 HRS/DAY, B&G
LINDELL PAULSON, ANYA	DEVELOPMENTAL TRAINEE, 8 HRS/DAY, B&G	7/17/23	HEAD CUSTODIAN, 8 HRS/DAY, DH
LOTZER, ANNA	CLASS C SPANISH IMM CLRM PARA, 3 HRS 20 MIN/DAY, GR	2023-24	PARA SUB
LUTTSCHWAGER, STACIE	CLASS D SPEC ED PARA, 3 HRS/DAY, GR	2023-24	COOK HELPER, 6 HRS/DAY, MHS
MORSCHING, ELIZABETH	PARA SUB	2023-24	CLASS D ELL PARA, 6 HRS/DAY, CS
MURPHY, PATRICK DREW	CLASS D SPEC ED PARA, 6 HRS/DAY, CS	2023-24	CLASS D SPEC ED/BUS/TRAFFIC PARA, 6 HRS 50 MIN/DAY, CS
NEWBERG, SUSAN	PARA SUB	2023-24	COOK HELPER, 6 HRS/DAY, MME
OLSON, ROBYN	COOK HELPER, 4 HRS/DAY, MME	2023-24	CLASS D SPEC ED PARA, 6.5 HRS/DAY, DH
OTREMBIA, JENNA	LEAVE OF ABSENCE	2023-24	PARA SUB
PAUL, ANA	CLASS D SPEC ED PARA, 6.5 HRS/DAY, CS	2023-24	PARA SUB
PEDERSON, TODD	CLASS C NAVIGATOR PARA, 6 HRS/DAY, EXC	2023-24	PARA SUB
RASCHKE, SONJA	CLASS D SPEC ED PARA 4.5 HRS/DAY, CS	2023-24	PARA SUB
ROCHE, ARANTXA	CLASS C CLRM PARA, 1.5 HRS/DAY, CS	2023-24	PARA SUB
ROTHSTEIN, GRACE	CLASS B SUPVRY PARA, 7.5 HRS/DAY, MMW	2023-24	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW
SCHLAPKOHL, KRISTIN	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MHS	2023-24	CLASS B SUPVRY PARA, 1 HR/DAY, MMW
SCHUNEMAN, JASON	CLASS D SPEC ED/BUS/TRAFFIC PARA, 4 HRS/DAY, MWTA	2023-24	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW
SCHWEIGER, CHRISTIE	CLASS C SPANISH IMM KINDER PARA, 3 HRS/DAY, MWTA	2023-24	CLASS C SPANISH IMM KINDER PARA, 4.5 HRS/DAY, MWTA
SMITH, CHRISTINE	CLASS C CLRM/BUS/TRAFFIC PARA, 7 HRS 25 MIN/DAY, MWTA	2023-24	PARA SUB
SPARKMAN, ROSEMARY	LEAVE OF ABSENCE	2023-24	CLASS C KINDER PARA, 4.5 HRS/DAY, MWTA
WEIBEL, ELOISE	HEAD CUSTODIAN, 8 HRS/DAY, MWTA	7/3/23	CLASS D SPEC ED PARA, 1.5 HRS/DAY, MWTA
WEIGEL, CHRIS	CLASS D SPEC ED PARA, 4 HRS/DAY, EXC	2023-24	HVAC SPECIALIST II, 8 HRS/DAY, B&G
WEST, SPENCER	CLASS A LR/PG PARA, 2 HRS/DAY, EXC	2023-24	PARA SUB
	CLASS C CLRM PARA, 6 HRS/DAY, EXC	2023-24	CLASS C NAVIGATOR PARA, 6 HRS/DAY, EXC
	COOK MGR, 7.5 HRS/DAY, DH	2023-24	COOK HELPER, 6 HRS/DAY, MHS
	LEVEL IV FACILITIES SCHEDULER, 8 HRS/DAY, DSC	7/3/23	LEVEL V STUDENT ACCT ENROLLMT ASST, 8 HRS/DAY, DSC
	HEAD CUSTODIAN, 8 HRS/DAY, DH	7/31/23	DEVELOPMENTAL TRAINEE, 8 HRS/DAY, B&G
	COOK HELPER, 4 HRS/DAY, EXC	2023-24	COOK HELPER, 6 HRS/DAY, EXC

III. IN-DISTRICT APPOINTMENTS

APPOINTMENT	ASSIGNMENT	BUILDING	EFFECTIVE	SALARY
CRUMPTON, ZACHARY	WEIGHT ROOM ASST SUPVR	PAGEL	6/12/23	\$25.00/HR
DEMERS, SUSAN	YEARBOOK ADVISOR	MME	2022-23	\$2,888
ESCH, MARK	SUMMER WEIGHT ROOM SUPVR	MHS	6/12/23-8/11/23	\$6,359.50
GATENBY, CONNOR	BOYS LACROSSE ASST COACH	MHS	4/3/23-6/17/23	\$4,143
GILLES, MEREDITH	GYMNASTICS STUDENT COACH	MHS	6/15/23	\$15.83/HR
GUELICH, MADISON	GYMNASTICS COACH	MHS	6/26/23	\$19.99/HR
HAWKS, TARA	BOYS TRACK AND FIELD ASST COACH	MMW	3/27/23-5/26/23	\$2,883
HAYDEN, CHARISSA	DEBATE TEAM (2 ND SEASON)	MHS	2/23-6/17/23	\$2,525.60

HERBST, LAURA	LEADERSHIP STIPEND	MHS	2022-23	\$5,000
HERMANSON, ANDREW	T-BALL FIELD SUPERVISOR	CS	6/26/23	\$15.84/HR
JARCHOW, ELLA	STUDENT REFEREE	MCEC	6/12/23	\$13.30/HR
KOHRN, AARON	VOCARE CHORAL DIRECTOR	MHS	2022-23	\$2,643
LEGEL, MAKAYLAH	TENNIS COACH	MCEC	6/9/23	\$22.46/HR
MICHAEL, DAVID	MUSICAL ACCOMPANIST	DISTRICT	2023-24	\$33.80/HR
SANDQUIST, LAYLA	GYMNASTICS STUDENT COACH	MHS	6/26/23	\$11.83/HR
SANTILLANA, MARCUS	WEIGHT ROOM ASST SUPVR	PAGEL	6/12/23	\$15.00/HR
SCHAFFER, MARY	CI/PI ADAPTED BOWLING CO-HEAD & CO-ASST COACH	MHS	2/28/23-5/14/23	\$1,392
TRINH, NOLAN	DEBATE TEAM ADVISOR (2 ND SEASON)	MHS	2/23-6/17/23	\$631.40
WOOD, TYLER	WEIGHT ROOM ASST SUPVR	PAGEL	6/12/23	\$15.00/HR

**School Board
Minnetonka ISD #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda XIII. e.

Title: Gifts and Donations

Date: August 3, 2023

EXECUTIVE SUMMARY:

In accordance with Minnetonka School District Policy #706, the Minnetonka School District encourages gifts and donations to enhance quality education to both students and residents. The School Board makes the final determination on the acceptability of a gift or donation. All gifts and donations become District No. 276 property under the complete authority of the Minnetonka School Board.

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Deephaven Elementary School Principal Discretionary Fund:

Target c/o CyberGrants, LLC \$20.00

RECOMMENDATION: That the School Board accepts the following donations from the Deephaven Elementary PTA to be placed in the Deephaven Elementary School Funds:

Classroom Enrichment \$1500.00
Teacher Grants \$23,202.00
High Potential Grants \$150.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Scenic Heights Elementary School Principal Discretionary Fund:

Kurt Hoddinot \$37.50

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnewashta Elementary School Funds:

Minnewashta Elementary PTO \$26,160.88

RECOMMENDATION: That the School Board accepts the following donations to be placed in the Minnetonka Middle School West Principal Discretionary Fund:

The Blackbaud Giving Fund \$8.40
Box Tops for Education \$19.50

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka Middle School East Principal Discretionary Fund:

The Blackbaud Giving Fund \$37.50

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka Public Schools VANMO Building Funds:

Minnetonka Public Schools Foundation \$100,000.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka High School Principal Discretionary Fund:

The Blackbaud Giving Fund \$500.00

RECOMMENDATION: That the School Board accepts donations from the Minnetonka Skippers Booster Club for the following clubs/organizations:

MHS Boys Track & Field \$250.00
MHS Girls Softball \$250.00
MHS Unified Club \$250.00
MHS Women Led Engineering Club \$250.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka Aquatics Fund for Swim-a-thon Materials:

Minnetonka Anchor Club \$302.81

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka High School Robotics Team Fund:

American Online Giving Foundation \$73.20

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka High School David Law/First Student Transportation Future Educator Scholarship Account:

First Student Transportation \$2000.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka High School Upper Turf Fund:

MHS Striker Club \$5000.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka Schools Parenting with A Purpose Speaker Series Fund:

Minnetonka Preschool & ECFE PTO \$500.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Groveland Elementary School Principal Discretionary Fund:

FrontStream \$33.32

RECOMMENDATION: That the School Board accepts the following vehicle donations to be placed in the Minnetonka High School Momentum Program:

Patrick & Katie Becker 2008 Infinity
Luther Hopkins Honda 2011 Honda CRV

RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka High School Science Garden:

Tonkadale Greenhouse Plants

RECOMMENDATION: That the School Board accepts the following donations to be placed in the Minnetonka Community Education General Fund:

Frankie & Bobby Houge	\$100.00
Jimmie Sneed	\$100.00

RECOMMENDATION: That the School Board accepts the following donation to be placed in the MHS Technology Education Department:

Stratasys	3-D Printer Filament
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RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka Schools Memorial Day Parade Fund:

American Legion Post 259	\$1000.00
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RECOMMENDATION: That the School Board accepts the following donations from the Minnetonka Middle School West PTO to be placed in the MMW School Funds:

Classroom Enrichment	\$9000.00
Giving Tree	\$1000.00
MMW Support	\$3970.14

RECOMMENDATION: That the School Board accepts the following donation from the Minnetonka Middle School East PTA to be placed in the MME School Funds:

End-of-Year Activities	\$2450.00
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RECOMMENDATION: That the School Board accepts the following donation be placed in the MHS Girls United Club Fund:

Boba Tonka Bubble Tea LLC	\$585.00
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RECOMMENDATION: That the School Board accepts the following donation to be placed in the Minnetonka Preschool & ECFE Scholarships Funds:

Minnetonka Preschool & ECFE PTO	\$920.00
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RECOMMENDATION: That the School Board accepts the following donations be placed in the MHS Graduating Seniors Scholarships Funds:

Minnetonka Foundation	\$500.00
Lions Foundation of Victoria	\$5000.00

RECOMMENDATION: That the School Board accepts the following donation be placed in the MHS Supermileage Team Fund:

Optimist of Glen Lake	\$500.00
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RECOMMENDATION: That the School Board accepts the following donation be placed in the Minnetonka High School Theatre Department Fund:

Judy Nassar	\$100.00
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RECOMMENDATION: That the School Board accepts the following donation be placed in the MHS Fastpitch Team Fund:

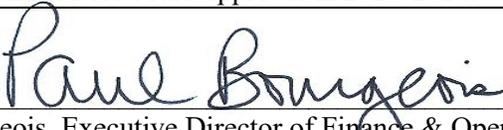
American Online Giving Foundation	\$72.10
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RECOMMENDATION: That the School Board accepts the following donations be placed in the MHS Athletic Department Funds for Assistant Coach payments:

MTFCCA	\$16,266.85
Skippers Fastbreak Club	\$18,130.38

TOTAL GIFTS AND DONATIONS FOR 2023-2024* = **\$220,239.58**

*Total amount reflects gifts & donations submitted for board approval in 2023-2024.

Submitted by: 
Paul Bourgeois, Executive Director of Finance & Operations

CONSENT

**School Board
Minnetonka I.S.D #276
5621 County Road 101
Minnetonka, Minnesota**

Board Agenda Item XIII. f

Title: Electronic Fund Transfers

Date: August 3rd, 2023

EXECUTIVE SUMMARY:

Minnesota Statute 471.38 requires that a list of electronic fund transfers be submitted to the School Board each month for approval.

RECOMMENDATION:

It is recommended that the School Board approve the attached automatic withdrawals and investments from the General Fund for May & June 2023.

Submitted by:



Paul Bourgeois, Executive Director of Finance & Operations

MAY 2023 FROM GENERAL FUND				
DATE	PAYEE			AMOUNT
5/1/2023	Claims Health Partners			209,141.22
5/1/2023	Delta Dental			18,931.50
5/2/2023	Payroll			2,899,183.10
5/5/2023	AP Payment			1,667,021.97
5/5/2023	Wex			17,345.08
5/8/2023	Claims Health Partners			364,404.29
5/8/2023	Delta Dental			24,629.06
5/12/2023	AP Payment			98,126.98
5/12/2023	Wex			19,488.54
5/15/2023	Claims Health Partners			172,294.66
5/16/2023	Delta Dental			19,918.42
5/16/2023	Payroll			3,066,119.75
5/19/2023	AP Payment			629,465.93
5/19/2023	Wex			11,815.29
5/22/2023	Claims Health Partners			316,780.65
5/22/2023	Delta Dental			17,932.87
5/23/2023	Delta Dental Monthly Fee			6,685.25
5/24/2023	Payroll			951,460.79
5/26/2023	AP Payment			322,783.19
5/26/2023	Health Partners Admin Fee			75,000.36
5/26/2023	Wex			9,412.47
5/26/2023	Wex Admin Fee			4,023.00
5/30/2023	Claims Health Partners			193,679.08
5/30/2023	Delta Dental			21,188.45
5/31/2023	Deluxe Business System Products			106.83
5/31/2023	Payroll			2,889,913.91
5/31/2023	Wex			4,490.66
May	Art Center CC Processing Fees			2,295.99
May	Mtka Webstore CC Processing Fees			19,314.72
May	Athletic CC Processing Fees			1,280.26
May	MCEC Credit Card Processing Fees			22,822.94
May	Monthly Postage Charges			3,099.19
May	Bank Monthly Service Charge			1,125.49
				\$ 14,081,281.89
April				
INVESTMENT		MATURITY	INTEREST	ENDING
DESCRIPTION	BANK	DATE	RATE	BALANCE
Money Market	Alerus Bank ICS Savings	NA	1.50%	1,539,417.64
Money Market	MSDLAF+ Liquid Class	NA	4.70%	3,414,780.87
Money Market	MSDLAF+ MAX Class	NA	0.35%	-
Term	MSDLAF	NA	Var	54,738,966.50
CD	MSDLAF	NA	0.25%	-
Money Market	PMA IS	NA	4.84%	22,089,447.18
Term	PMA MN Trust Term Series	NA	0.00%	-
Municipal Bonds	Northland Securities	NA	3.79%	636,595.28
Various	Wells Fargo OPEB	NA	Var	15,111,881.09
				\$ 97,531,088.56

June 2023 FROM GENERAL FUND				
DATE	PAYEE			AMOUNT
6/1/2023	Alerus Loan Payments			24,096.08
6/2/2023	AP Payment			636,416.45
6/2/2023	Wex			1,593.32
6/5/2023	Claims Health Partners			483,748.94
6/5/2023	Delta Dental			24,551.41
6/6/2023	Payroll			239,603.69
6/9/2023	AP Payment			1,333,233.13
6/9/2023	Wex			14,252.30
6/12/2023	Claims Health Partners			182,935.94
6/12/2023	Delta Dental			22,372.10
6/13/2023	Payroll			4,391,875.12
6/16/2023	AP Payment			198,310.26
6/16/2023	Wex			13,974.83
6/20/2023	Claims Health Partners			392,190.55
6/20/2023	Delta Dental			19,020.94
6/20/2023	Payroll			80,935.22
6/21/2023	Delta Dental Monthly Fee			6,698.00
6/23/2023	AP Payment			1,576,557.68
6/23/2023	Wex			20,007.57
6/26/2023	Claims Health Partners			220,830.83
6/26/2023	Delta Dental			23,124.72
6/26/2023	Payroll			2,323,376.64
6/26/2023	Wex Admin Fee			4,038.00
6/30/2023	AP Payment			234,466.00
6/30/2023	Wex			13,050.85
June	Art Center CC Processing Fees			1,070.41
June	Mtka Webstore CC Processing Fees			26,972.44
June	Athletic CC Processing Fees			962.81
June	MCEC Credit Card Processing Fees			25,441.27
June	Monthly Postage Charges			6,300.00
June	Bank Monthly Service Charge			1,141.61
				\$ 12,543,149.11
June				
INVESTMENT		MATURITY	INTEREST	ENDING
DESCRIPTION	BANK	DATE	RATE	BALANCE
Money Market	Alerus Bank ICS Savings	NA	1.50%	4,887,289.07
Money Market	MSDLAF+ Liquid Class	NA	4.99%	4,028,110.79
Money Market	MSDLAF+ MAX Class	NA	0.35%	-
Term	MSDLAF	NA	Var	54,337,412.15
CD	MSDLAF	NA	0.25%	-
Money Market	PMA IS	NA	5.01%	25,263,310.85
Term	PMA MN Trust Term Series	NA	0.00%	-
Municipal Bonds	Northland Securities	NA	4.24%	643,195.38
Various	Wells Fargo OPEB	NA	Var	15,543,763.37
				\$ 104,703,081.61

SCHOOL BOARD
MINNETONKA I.S.D. #276
5621 County Road 101
Minnetonka, MN
Community Room

Agenda XIII. g.

TITLE: Action to Place a Teacher on Unrequested Leave of Absence **DATE:** August 3, 2023

BACKGROUND

In the German World Language Department at the high school there is a need to reduce the amount of FTE. This action requires us to place a continuing contracted/tenured teacher on unrequested leave of absence. This document is an official action to place teacher, Christine Littmann, on a 0.2 FTE unrequested leave of absence from her 1.0 FTE teacher position. This action is consistent with the requirements of state law.

Immediately after this action, we will ask the School Board to approve the recall of Christine Littmann to a 0.8 FTE position. This assures Christine, that if additional time in German World Language becomes available during a five (5) year period, she will have the opportunity to add additional time up to her former 1.0 FTE position.

RECOMMENDATION/FUTURE DIRECTION:

The School Board approve a resolution relating to the termination of the contract of Christine Littmann, a continuing contracted/tenured teacher, and placement of Ms. Littmann on unrequested leave of absence, as attached.

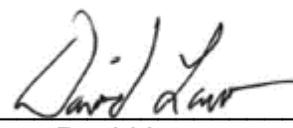
Submitted by:



Anjie Flowers

Executive Director of Human Resources

Concurrence by:



David Law

Superintendent

RESOLUTION RELATING TO THE TERMINATION OF THE TEACHING CONTRACT OF CHRISTINE LITTMANN, A CONTINUING CONTRACTED/TENURED TEACHER, AND FOR THE PLACEMENT OF SAID TEACHER ON UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 276 adopted a resolution proposing termination and placement of CHRISTINE LITTMANN on unrequested leave of absence on June 15, 2023, and

WHEREAS, said written notice of the proposed termination and placement on unrequested leave was received by CHRISTINE LITTMANN by certified mail on June 21, 2023, and

WHEREAS, said written notice of proposed termination and placement on unrequested leave contained a statement setting forth the reasons for the proposed termination and hearing before the School Board provided said teacher make a request in writing within fourteen days of receipt of said notice, and that if no hearing was requested within said fourteen day period it constituted acquiescence by CHRISTINE LITTMANN to the School Board's proposed action; and

WHEREAS, no written request of any kind was received by the School Board or Superintendent of Schools from CHRISTINE LITTMANN for a hearing as of June 30, 2023, and

WHEREAS, said failure to make written request for a hearing within fourteen days after receipt of notice of proposed termination and placement on unrequested leave constitutes acquiescence by CHRISTINE LITTMANN to said termination and placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 276 that CHRISTINE LITTMANN be and hereby is terminated and that said teacher is placed on unrequested leave of absence as a teacher of Independent School District No. 276 effective at the end of the 2022-23 school year on June 30, 2023, pursuant to Minnesota Statutes 125.12 and the Master Agreement without pay or fringe benefits.

BE IT FURTHER RESOLVED, that a notice of termination and placement on unrequested leave together with a copy of this resolution be forwarded to said teacher by certified mail or personal service and that an affidavit of same be placed in said teacher's file, together with a copy of the notice and resolution.

CHRISTINE LITTMANN
Minnetonka High School

Dear Christine,

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 276, held on August 3, 2023, a resolution was adopted by the full membership of the School Board, terminating your continuing contract as a teacher of Independent School District No. 276 and placing you on unrequested leave of absence as a teacher of Independent School District No. 276 effective at the end of the 2022-23 school year on June 30, 2023, pursuant to Minnesota Statutes 125.12 and the Master Agreement without pay or fringe benefits.

A copy of the resolution duly adopted by the School Board is attached hereto for your information.

Yours very truly,
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 276

Clerk of the School Board

Resolution:

Resolution proposing to place a licensed teacher on Unrequested Leave of Absence.

BE IT RESOLVED by the School Board of Independent School District No. 276, as follows:

1. *It is proposed that the below teacher of said school district be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2022-23 school year on June 30, 2023, pursuant to Minn Stat. § 122A.40.*

Christine Littmann-German World Language Teacher

2. *That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:*

**NOTICE OF PROPOSED PLACEMENT
ON UNREQUESTED LEAVE OF ABSENCE
AND NOTICE OF HEARING DATE,
IF REQUESTED**

Dear _____:

You are hereby notified that at the meeting of the School Board of Independent School District No. 276 held on June 15, 2023, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 276, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2022-23 school year on June 30, 2023, pursuant to Minnesota Statutes, Section 122A.40 upon the grounds described in said statute and which are specifically as follows (include appropriate grounds):

Declining enrollment.

Under the provisions of the law, you are entitled to a hearing before the School Board provided that you make a request in writing within fourteen (14) days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 276

Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in Minn. Stat. § 122A.40, are hereby adopted as fully as though separately set forth and resolved herein.

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

NOTICE OF PROPOSED PLACEMENT
ON UNREQUESTED LEAVE OF ABSENCE
AND NOTICE OF HEARING DATE,
IF REQUESTED

Christine Littmann
MHS

Dear Christine,

You are hereby notified that at the June meeting of the School Board of Independent School District No. 276 held on June 15, 2023, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 276, and a resolution was adopted by the Board, proposing your placement on unrequested leave of absence effective at the end of the 2022-23 school year on June 30, 2023, pursuant to Minnesota Statutes, Section 122A.40 upon the grounds described in said statute and which are specifically as follows (include appropriate grounds):

Declining enrollment

Under the provisions of the law, you are entitled to a hearing before the School Board provided that you make a request in writing within fourteen (14) days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 276

Clerk of the School Board

