

## SCHOOL BOARD MEETING

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

[www.minnetonkaschools.org](http://www.minnetonkaschools.org)

October 6, 2022

*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)

- |      |       |  |
|------|-------|--|
| 7:00 | I.    | Call to Order  |
|      | II.   | Pledge to the Flag   |
|      | III.  | Adoption of the Agenda   |
|      | IV.   | School Report: Deephaven   |
| 7:15 | V.    | Community Comments<br>Community Comments is an opportunity for the public to address the School Board on an item <u>included in this agenda</u> in accordance with the guidelines printed at the end of this agenda. |
| 7:20 | VI.   | Back to School Highlights  |
| 7:40 | VII.  | Enrollment Report  |
| 8:10 | VIII. | Adoption of Annual Report  |
| 8:25 | IX.   | Approval of Sale of 2022C Refunding Bonds  |
| 8:30 | X.    | Acceptance of Bid for Clear Springs Unit Ventilator Replacement  |
| 8:35 | XI.   | Acceptance of Bid for Scenic Heights Unit Ventilator Replacement   |
| 8:40 | XII.  | Acceptance of Bid for Deephaven Unit Ventilator, Cabinet and Wall Surface Replacement  |
| 8:45 | XIII. | Acceptance of Bid for Minnetonka High School Rooftop HVAC Replacement  |

- 8:50 XIV. Acceptance of Bid for Groveland Unit Ventilator, Cabinet and Wall Surface Replacement
- 8:55 XV. Acceptance of Bid for Roofing at Minnetonka High School
- 9:00 XVI. Acceptance of Bid for MHS Freezer Replacement
- 9:05 XVII. CONSENT AGENDA
  - a. Minutes of September 1, 2022 Regular Meeting and September 23, 2022 Special Meeting
  - b. Study Session Summary of September 15, 2022
  - c. Payment of Bills
  - d. Recommended Personnel Items
  - e. Gifts and Donations
  - f. Electronic Fund Transfers
  - g. Approval of Policy #430: Reserve Teachers
  - h. Approval of Policy #431: Wage Rates: Substitute or Event-Specific Employees
  - i. Approval of Easement for Met Council at Deephaven Elementary School
- 9:05 XVIII. Board Reports
- 9:10 XIX. Superintendent's Report
- 9:15 XX. Announcements
- 9:20 XXI. Adjournment

#### 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 this agenda—except for information that personally identifies or violates the privacy rights of employees or students—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 that 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 questions of you in order to gain a thorough understanding of your concern, suggestion or request. If there is any follow-up to your comment or suggestion, you will be contacted by a member of the Board or administration.
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, 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.*

**REPORT**

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

**Board Agenda Item IV.**

**Title: School Report: Deephaven**

**Date: October 6, 2022**

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**EXECUTIVE SUMMARY:**

Deephaven Elementary Principal Bryan McGinley will provide an update on the first five weeks of school and how staff have worked to ensure a sense of belonging for every student.

**Submitted by:** \_\_\_\_\_



David Law, Superintendent

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

Board Agenda Item VI.

Title: Back to School Highlights

Date: October 6, 2022

**OVERVIEW:**

Back to School for the 2022-2023 school year has been incredible! The purpose of this report is to highlight the intentional efforts each school has engaged in to begin the new year. Re-establishing expectations and procedures as we return to a more typical school year has been a top priority. This includes actions on our ongoing commitment to academic excellence as well as how we further create school communities that focus on belonging by ensuring each student feels safe, welcome and connected. Schools have also incorporated student feedback and the developmental relationship framework in their plans as they strive to deepen connections with each student.

Each school has identified some highlights from Back to School to share with the School Board and community. The following principals and administrators will represent their level:

- Pre- Kindergarten – Angie Kleinedler
- Elementary Schools – Cindy Andress and Bryan McGinley
- Middle Schools – Freya Schirmacher
- High School – Jeff Erickson
- 18-21 year old program – Erin Valenta

**RECOMMENDATION/FUTURE DIRECTION:**

This report is provided for the Board’s information.

Submitted by:   
Amy LaDue, Associate Superintendent

Concurrence:   
David Law, Superintendent

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

Board Agenda Item VII.

Title: Enrollment Report

Date: October 6, 2022

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**OVERVIEW**

Enrollment of students is vital for all school districts in Minnesota, and growing districts have a distinct advantage over declining districts. In accordance with the District's enrollment plan, Minnetonka welcomes open-enrolled students to enjoy the benefits of Minnetonka's programs and staff. The success of Open Enrollment means the District has been able to stabilize enrollment at all neighborhood elementary schools and increase overall revenue to sustain all programs.

As Executive Director of Communications Dr. JacQueline Getty will report, the District will continue efforts to attract new families to maintain target enrollments at all schools. The District's efforts largely focus on welcoming early childhood, preschool and Kindergarten families, as resident enrollment for early grades remains below the District's capacity.

The addition of the Tonka Online K-12 full online school option allows for additional capacity for student enrollment across the grades, and beginning in the 2023-24 school year, the addition of the VANTAGE/MOMENTUM Building will provide more space for high school students, as well.

This year, the District accepted open enrollment applications for Kindergarten from nearly 50 different school districts. As families mature and/or more homes are available in the District for purchase, it is expected, as has occurred in years past, that many of our currently open-enrolled families will choose to move into the District.

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**RECOMMENDATION/FUTURE DIRECTION:**

The information presented will update the School Board on the District's Enrollment Program.

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 VIII.**

**Title: Adoption of Annual Report**

**Date: October 6, 2022**

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**OVERVIEW:**

Continuing a tradition of accountability and transparency, the Administration is recommending the Minnetonka Public School District publish an Annual Report on Student Achievement each October. This report includes the State's required World's Best Workforce Annual Report Summary.

Minnetonka uses this report as a primary tool to communicate District goals, results and accountability to parents and citizens of the District. Per the direction of the School Board, Minnetonka's Annual Report is far more comprehensive than the report of most Districts and includes financial data, reports on Innovation initiatives and student achievement beyond test scores.

Per state guidelines, the report also includes elements required by the World's Best Workforce bill, which was passed in 2013 to ensure every school district in the state is making strides to increase student performance. The Board is also required to hold a public meeting to discuss the World's Best Workforce. That public meeting will be held in November, in conjunction with the School Board Meeting.

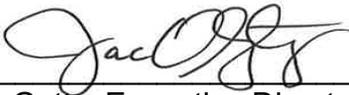
Following this board meeting, the 2022 Annual Report will be mailed to every District parent and resident, distributed to staff and included in welcome packets for new families. It will also be posted as an online interactive publication, with additional multi-media to relay the incredible success stories of our students, staff and District.

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**RECOMMENDATION/FUTURE DIRECTION:**

Recommend adoption of the 2022 Annual Report.

**Submitted by:** \_\_\_\_\_

  
JacQueline Getty, Executive Director of Communications

**Concurrence:** \_\_\_\_\_

  
David Law, Superintendent

**ACTION**

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

**Board Agenda Item IX.**

**Title: Approval of Sale of 2022C General Obligation Refunding Bonds      October 6, 2022**

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**EXECUTIVE SUMMARY:**

At the School Board Meeting of May 5, 2022, the School Board authorized the sale of the 2022C General Obligation Refunding Bonds to refund the 2013H GO Refunding Bonds that refunded the accrued savings for the taxpayers of the District through lower interest rates and lower payments.

Sale of the \$3,725,000 2022C General Obligation Refunding Bonds took place on September 26, 2022. The interest rate environment has changed significantly with much higher interest rates than in May 2021 when the bonds were authorized. Nonetheless, the District was able to sell the 2022C bonds at a Total Interest Cost of 3.83%, which was a reduction from the 2013H Coupon Rates of 4.00%. This transaction results in savings to the taxpayers of the District of \$24,839.34 over the last three payments on the bonds which reach their maximum maturity on February 2, 2026. The bonds were originally sold in 1996 as the 1996B GO Bonds after the last building bond referendum election run in Minnetonka ISD 276.

The transaction also was structured so that the outstanding principal was reduced by \$195,000, from \$3,920,000 on the 2013H to \$3,725,000 on the 2022C.

It is of note that the 2013H bonds refunded the 1996B Bonds at a savings to the taxpayers of \$571,278, and at that time a call date of February 2, 2023, was set with the intention of the District having one more opportunity to refund the successors to the 1996B bonds before their final maximum 30-year maturity date of February 2, 2023.

It is also worth noting that the 2022C General Obligation Refunding Bonds are the 48<sup>th</sup> refunding bonds issued by the District from calendar 2008 through calendar 2022. These refunding transactions have benefited the taxpayers of the District by a total of \$25,616,434.

The resolution approving the sale of the 2022C General Obligation Refunding Bonds was prepared by the District's bond counsel Dorsey & Whitney, LLP.

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**ATTACHMENTS:**

RESOLUTION RELATING TO OF \$3,725,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2022C; RATIFYING THE AWARD OF SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE PAYMENT THEREOF

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board approve the 2022C General Obligation Refunding Bonds Sale Resolution as prepared by Dorsey & Whitney.

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

**Concurrence:** David Law  
David Law, Superintendent

CERTIFICATION OF MINUTES RELATING TO  
\$3,725,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2022C

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

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on October 6, 2022 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 OF \$3,725,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2022C; 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 on this 6<sup>th</sup> day of October, 2022.

\_\_\_\_\_  
School District Deputy Clerk

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

RESOLUTION RELATING TO OF \$3,725,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2022C; 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; Purpose.

By resolution duly adopted on September 1, 2022 (the Authorizing Resolution), this Board authorized the issuance and sale of its General Obligation Refunding Bonds, Series 2022C, to Robert W. Baird & Co. Incorporated, in Milwaukee, Wisconsin, as purchaser (the Purchaser), in an aggregate principal amount not to exceed \$3,920,000, provided that the true interest cost does not exceed 5.00% (the Bonds), 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 Bonds will be used, together with any funds of the District which might be required, to refund in advance of maturity and prepay, on February 1, 2023, the 2024 through 2026 maturities, aggregating \$3,920,000 in principal amount, of the District's outstanding \$13,325,000 General Obligation Refunding Bonds, Series 2013H, originally dated as of November 1, 2013 (the "Refunded Bonds"). The refunding is being undertaken to achieve debt service savings.

Proceeds of the Refunded Bonds currently refunded the District's General Obligation Refunding Bonds, Series 2004B, dated February 1, 2004.

1.02. Sale. The District has retained David Drown Associates, in Minneapolis, Minnesota, to provide certain financial advisory services in connection with the sale of the Bonds. A proposal that meets the requirements set forth in the Authorizing Resolution has been received from the Purchaser to purchase the Bonds at a price of \$3,910,360.75 plus accrued interest, if any, on all Bonds to the day of delivery and payment, 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 by the Executive Director of Finance and Operations and Vice Chair 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 Vice 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 November 3, 2022, 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>
2024	\$1,530,000	6.000%
2025	880,000	6.000
2026	1,315,000	6.000

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, 2023, 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 are not subject to redemption prior to maturity.

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 with DTC, or if required to be re-filed, 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.

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

SECTION 3. USE OF PROCEEDS; REFUNDING. Upon payment for the Bonds by the Purchaser, Bond proceeds shall be used as follows: (a) \$3,890,073.08 shall be deposited in a special escrow account with Northland Trust Services, Inc., as escrow agent (the "Escrow Agent") to be applied as directed by the Escrow Agreement (defined below).

The Deputy Clerk and the Board Chair are hereby authorized to enter into an escrow agreement with the Escrow Agent establishing the terms and conditions for the escrow account (the "Escrow Agreement").

SECTION 4. DEBT SERVICE FUND AND TAX LEVIES.

4.01. General Obligation Refunding Bonds, Series 2022C Debt Service Fund. The Bonds shall be payable from a separate General Obligation Refunding Bonds, Series 2022C Debt Service Fund (the Debt Service Fund) of the District, which Debt Service Fund the District agrees to maintain until the Bonds have been paid in full. If the money in the Debt Service Fund should at any time be insufficient to pay principal and interest due on the Bonds, such amounts shall be paid from other moneys on hand in other funds of the District, which other funds shall be reimbursed therefor when sufficient money becomes available 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. Into the Debt Service Fund shall be paid: (a) any amount appropriated thereto pursuant to Section 3 hereof; (b) all amounts on deposit in the debt service fund maintained for the payment of the Refunded Bonds upon the retirement of the Refunded Bonds; (c) all taxes collected pursuant to Section 4.02 hereof; and (d) any other funds appropriated by the Board for the payment of the Bonds. 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.

4.02. 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:

Levy Years	Collection Years	Amount
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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 4.01, 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.

4.03. Debt Service Fund Balance Restriction. In order to ensure compliance with the Internal Revenue Code of 1986 (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 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.

#### SECTION 6. CERTIFICATION OF PROCEEDINGS.

6.01. 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 the County Auditors a certificate that the Bonds have been entered upon the bond registers and that the tax for the payment of the Bonds has been levied as required by law.

6.02. 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.

6.03. Official Statement. The Preliminary Official Statement relating to the Bonds, as of its date, prepared and distributed by the Purchaser, is hereby approved. Baird is hereby

authorized on behalf of the District to prepare and distribute, within seven business days of the pricing date of the Bonds, a 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 (the SEC) under the Securities Exchange Act of 1934. 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 7. TAX COVENANTS, ARBITRAGE MATTERS, AND CONTINUING DISCLOSURE.

7.01. Restrictive Action. 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 will not become includable in gross income of the recipient under the Code and the Regulations. It is hereby certified that the proceeds of the Refunded Bonds were used to finance or refinance the acquisition and betterment of school facilities owned and operated by the District and the District covenants and agrees that, so long as the Bonds are outstanding, the District shall not enter into any lease, management agreement, use agreement or other contract with any nongovernmental entity relating to the school facilities so financed or refinanced which would cause the Bonds to be considered “private activity bonds” or “private loan bonds” pursuant to Section 141 of the Code.

7.02. 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.

7.03. Arbitrage Rebate Exemption. (a) It is hereby determined that the District will qualify for the exception from arbitrage rebate for the Bonds provided by Section 148(f)(4)(B)(i) of the Code.

(b) Notwithstanding the provisions of paragraph (a) of this Section 7.03, if the arbitrage rebate provisions of Section 148(f) of the Code apply to the Bonds, the District hereby covenants and agrees to make the determinations, retain records and rebate to the United States the amounts at the times and in the manner required by said Section 148(f) and applicable Regulations.

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

7.05. 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, 2022, 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.

For purposes of the events identified in paragraphs (O) and (P) above, the term “financial obligation” means (i) a debt obligation; (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii). The term “financial obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

- (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 8. REFUNDED BONDS CALL. The Deputy Clerk has been authorized and directed to advise Northland Trust Services, Inc., Minneapolis, Minnesota, as paying agent for the Refunded Bonds, to call the Refunded Bonds for redemption and prepayment on the Redemption Date, and to give thirty (30) days mailed Notice of Redemption, substantially in the form attached hereto, all in accordance with the provisions of the resolution authorizing the issuance of the Refunded Bonds. Such actions by the Deputy Clerk are hereby ratified in all respects.

SECTION 9. 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



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*105% LEVY*

Independent School District No. 276, (Minnetonka), Minnesota  
General Obligation Refunding Bonds, Series 2022C  
Current Refunding of General Obligation Refunding Bonds, Series 2013H  
Non-Callable  
FINAL NUMBERS

Date	Principal	Interest	Net Debt Service	105% Levy	Levy Year	Collect Year
02/01/2024	1,530,000.00	278,133.33	1,808,133.33	1,898,540.00	2022	2023
02/01/2025	880,000.00	131,700.00	1,011,700.00	1,062,285.00	2023	2024
02/01/2026	1,315,000.00	78,900.00	1,393,900.00	1,463,595.00	2024	2025
	3,725,000.00	488,733.33	4,213,733.33	4,424,420.00		

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**EXHIBIT A**

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
HENNEPIN AND CARVER COUNTIES

INDEPENDENT SCHOOL DISTRICT NO. 276 (MINNETONKA)  
GENERAL OBLIGATION REFUNDING BOND, SERIES 2022C

R-\_\_\_\_ \$\_\_\_\_\_

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP No.</u>
___%	February 1, 20__	November 3, 2022	

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, 2023, 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 \$3,725,000 (the Bonds), issued by the District to provide funds to refund certain outstanding general obligation bonds of the District, and is issued pursuant to and in full conformity with a resolution adopted by the School Board on October 6, 2022 (the Bond Resolution), pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling, including Minnesota Statutes, Chapter 475. The Bonds are issuable only in fully registered form, in denominations of \$5,000 or any integral multiple thereof, of single maturities.

The Bonds are not subject to redemption prior to maturity.

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  
Clerk)

\_\_\_\_\_  
(Facsimile Signature - Deputy

\_\_\_\_\_  
  
CERTIFICATE OF AUTHENTICATION

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

Date of Authentication: \_\_\_\_\_

NORTHLAND TRUST SERVICES, INC., as  
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 October 6, 2022, by the School Board of Independent School District No. 276 (Minnetonka), Minnesota, setting forth the form and details of an issue of \$3,725,000 General Obligation Refunding Bonds, Series 2022C, dated as of November 3, 2022, 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 \_\_\_\_\_, 2022.

\_\_\_\_\_  
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 County Auditor of Carver County, hereby certifies that there has been filed in my office a certified copy of a resolution duly adopted on October 6, 2022, by the School Board of Independent School District No. 276 (Minnetonka), Minnesota, setting forth the form and details of an issue of \$3,725,000 General Obligation Refunding Bonds, Series 2022C, dated as of November 3, 2022, 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 \_\_\_\_\_, 2022.

\_\_\_\_\_  
Carver County Auditor

(SEAL)

## NOTICE OF REDEMPTION

\$ 13,325,000 General Obligation Refunding Bonds, Series 2013H  
November 1, 2013  
Independent School District No. 276 (Minnetonka), Minnesota

NOTICE IS HEREBY GIVEN THAT there have been called for redemption and prepayment on February 1, 2023, the outstanding Bonds of the above referenced issue, dated, as issued, as of November 1, 2013, maturing February 1 in the following years and having the interest rates and CUSIP numbers listed below:

<u>Maturity</u>	<u>Amount</u>	<u>Rate</u>	<u>CUSIP #</u>
2024	\$1,255,000	4.00%	604195WL7
2025	1,305,000	4.00	604195WM5
2026	1,360,000	4.00	604195WN3

The Bonds will be redeemed at a price of 100% of their principal amount plus accrued interest to the date of redemption. Holders of the Bonds should present them for payment to Northland Trust Services, Inc., in Minneapolis, Minnesota, on or before said date, when they will cease to bear interest, in the following manner:

In Person, By Hand, By Mail, Overnight Mail, or Courier Service:

Northland Trust Services, Inc.  
150 South Fifth Street, Suite 3300  
Minneapolis, MN 55402

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

The Paying Agent shall not be responsible for the selection of or use of the CUSIP number, nor is any representation made as to its correctness indicated in this Notice of Redemption. It is included solely for the convenience of the Holders.

Additional information may be obtained from the undersigned or from Robert W. Baird & Co. Incorporated, 777 East Wisconsin Avenue, Milwaukee, Wisconsin 53202, (651) 365-2583.

Dated: October 6, 2022.

BY ORDER OF THE SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO.  
276 (MINNETONKA), MINNESOTA

/s/ \_\_\_\_\_  
School District Deputy Clerk

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

**Board Agenda Item X.**

**Title: Acceptance of Bid for Clear Springs Unit Ventilator Replacement**

**Date: October 6, 2022**

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**EXECUTIVE SUMMARY:**

As part of the rolling Long Term Facility Maintenance 10 Year Plan, the replacement of unit ventilators at Clear Springs Elementary School is scheduled for summer 2023.

The budget for this project was estimated at \$1,120,000 inclusive of architect fees and permits. Bids were opened at 11:00 AM on Tuesday, September 27, 2022. Five (5) bids were received as follows:

Dering Pierson Group	\$ 939,000.00
Versacon, Inc.	\$1,130,000.00
Morcon Construction Company, Inc.	\$1,187,000.00
Jorgenson Construction, Inc.	\$1,199,000.00
CM Construction Company, Inc.	\$1,288,000.00

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of Dering Pierson Group in the amount of \$939,000.00 for unit ventilator replacement at Clear Springs Elementary School in summer 2023.

**RECOMMENDED MOTION**

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Dering Pierson Group in the amount of \$939,000.00 for unit ventilator replacement at Clear Springs Elementary School in summer 2023.*

**Submitted by:** \_\_\_\_\_



Paul Bourgeois, Executive Director of Finance & Operations

**Concurrence:** \_\_\_\_\_



David Law, Superintendent

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

**Board Agenda Item XI.**

**Title: Acceptance of Bid for Scenic Heights Unit Ventilator Replacement**

**Date: October 6, 2022**

**EXECUTIVE SUMMARY:**

As part of the rolling Long Term Facility Maintenance 10 Year Plan, the replacement of unit ventilators at Scenic Heights Elementary School is scheduled for summer 2023.

The budget for this project was estimated at \$670,000 inclusive of architect fees and permits. Bids were opened at 2:00 PM on Tuesday, September 27, 2022. Two (2) bids were received as follows:

Burnn Boiler & Mechanical	\$537,000.00
Nasseff Mechanical Contractors	\$592,850.00

**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of Burnn Boiler & Mechanical in the amount of \$537,000.00 for unit ventilator replacement at Scenic Heights Elementary School in summer 2023.

***RECOMMENDED MOTION***

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Burnn Boiler & Mechanical in the amount of \$537,000.00 for unit ventilator replacement at Scenic Heights Elementary School in summer 2023.*

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

**Concurrence:** David Law  
David Law, Superintendent

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

**Board Agenda Item XII.**

**Title: Acceptance of Bid for Deephaven Unit Ventilator,  
Cabinet and Wall Surface Replacement**

**Date: October 6, 2022**

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**EXECUTIVE SUMMARY:**

As part of the rolling Long Term Facility Maintenance 10 Year Plan, the replacement of unit ventilators, cabinets, and wall surfaces at Deephaven Elementary School is scheduled for summer 2023.

The budget for this project was estimated at \$1,275,000 inclusive of architect fees and permits. Bids were opened at 11:00 AM on Tuesday, September 29, 2022. Five (5) bids were received as follows:

Dering Pierson Group	\$ 962,000.00
Weber, Inc.	\$ 983,000.00
Parkos Construction Company	\$ 997,000.00
Versacon, Inc.	\$1,010,000.00
Jorgenson Construction, Inc.	\$1,012,000.00
Morcon Construction Company, Inc.	\$1,107,570.00

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of Dering Pierson Group in the amount of \$962,000.00 for replacement of unit ventilators, cabinets, and wall surfaces at Deephaven Elementary School in summer 2023.

**RECOMMENDED MOTION**

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Dering Pierson Group in the amount of \$962,000.00 for replacement of unit ventilators, cabinets, and wall surfaces at Deephaven Elementary School in summer 2023.*

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

**Concurrence:**   
David Law, Superintendent

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

**Board Agenda Item XIII.**

**Title: Acceptance of Bid for Minnetonka High School  
Rooftop HVAC Replacement**

**Date: October 6, 2022**

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**EXECUTIVE SUMMARY:**

As part of the rolling Long Term Facility Maintenance 10 Year Plan, the replacement of three rooftop HVAC units with banned R-22 coolant at Minnetonka High School is scheduled for summer 2023.

The budget for this project was estimated at \$475,000 inclusive of architect fees and permits. Bids were opened at 1:00 PM on Thursday, September 29, 2022. Six (6) bids were received as follows:

Cool Air Mechanical, Inc.	\$233,200.00
Northland Mechanical Contractors, Inc.	\$248,900.00
General Sheet Metal Company	\$251,700.00
Modern.	\$255,800.00
Alliance Mechanical Services	\$256,775.00
PSM Peterson Sheet Metal	\$291,500.00

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of Cool Air Mechanical, Inc., in the amount of \$233,200.00 for rooftop HVAC replacement at Minnetonka High School in summer 2023.

**RECOMMENDED MOTION**

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Cool Air Mechanical, Inc., in the amount of \$233,200.00 for rooftop HVAC replacement at Minnetonka High School in summer 2023.*

**Submitted by:** \_\_\_\_\_

  
Paul Bourgeois, Executive Director of Finance & Operations

**Concurrence:** \_\_\_\_\_

  
David Law, Superintendent

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

**Board Agenda Item XIV.**

**Title: Acceptance of Bid for Groveland Unit Ventilator,  
Cabinet and Wall Surface Replacement**

**Date: October 6, 2022**

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**EXECUTIVE SUMMARY:**

As part of the rolling Long Term Facility Maintenance 10 Year Plan, the replacement of unit ventilators, cabinets, and wall surfaces in the west 1958 section of Groveland Elementary School is scheduled for summer 2023.

The budget for this project was estimated at \$1,390,000 inclusive of architect fees and permits. Bids were opened at 2:00 PM on Thursday, September 29, 2022. Two (2) bids were received as follows:

Dering Pierson Group	\$ 976,000.00
Parkos Construction	\$1,038,000.00

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of Dering Pierson Group in the amount of \$976,000.00 for replacement of unit ventilators, cabinets, and wall surfaces at Groveland Elementary School in summer 2023.

**RECOMMENDED MOTION**

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Dering Pierson Group in the amount of \$976,000.00 for replacement of unit ventilators, cabinets, and wall surfaces at Groveland Elementary School in summer 2023.*

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

**Concurrence:**   
David Law, Superintendent

**CARRY IN ACTION**

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

**Board Agenda Item XV.**

**Title: Acceptance of Bid for Roof Replacement  
At Minnetonka High School**

**Date: October 6, 2022**

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**EXECUTIVE SUMMARY:**

As part of the rolling Long Term Facility Maintenance 10 Year Plan, the replacement of 41,479 square feet or 0.952 acres of roof at Minnetonka High School is scheduled for summer 2023.

The budget for this project was estimated at \$1,000,000 inclusive of architect fees and permits. Bids were opened at 3:00 PM on Tuesday, October 4, 2022. \_\_\_\_\_ (X) bids were received as follows:

Company 1	\$XXX,XXX.XX
Company 2	\$XXX,XXX.XX

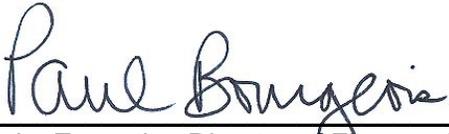
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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of \_\_\_\_\_ in the amount of \$XXX,XXX.XX for roof replacement at Minnetonka High School in summer 2023.

**RECOMMENDED MOTION**

BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of \_\_\_\_\_ in the amount of \$XXX,XXX.XX for roof replacement at Minnetonka High School in summer 2023.

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

Concurrence:   
David Law, Superintendent

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

**Board Agenda Item XVI.**

**Title: Acceptance of Bid for Freezer Replacement  
At Minnetonka High School**

**Date: October 6, 2022**

**EXECUTIVE SUMMARY:**

The large kitchen freezer at Minnetonka High School is in need of replacement, being of an age where it is difficult to obtain spare parts to repair compressors and fans.

Replacement of the freezer is needed. It will be funded out of the Nutrition Services Fund. The Nutrition Services Fund usually operates at a slight operating margin so that equipment can be replaced when needed. At this time, given the larger student body at Minnetonka High School compared to when the current freezer was installed in 1998, it is prudent to install a larger freezer to better accommodate the supply needs of the larger student body.

The budget for this project was estimated at \$500,000.00 inclusive of architect fees and permits. Bids were opened at 1:00 PM on Tuesday, September 27, 2022. Five (5) bids were received as follows:

CM Construction	\$400,800.00
Dering Pierson Group	\$429,000.00
Versacon, Inc.	\$440,000.00
Morcon Construction	\$443,541.00
JPMI Construction	\$562,000.00

**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board accept the low bid of CM Construction in the amount of \$400,800.00 for replacement of the large kitchen freezer at Minnetonka High School in summer 2023.

***RECOMMENDED MOTION***

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of CM Construction in the amount of \$400,800.00 for replacement of the large kitchen freezer at Minnetonka High School in summer 2023.*

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

**Concurrence:**   
David Law, Superintendent

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

Board Agenda Item XVII.

Title: Resolution Pertaining to Consent Agenda

Date: October 6, 2022

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**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, he/she 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 October 6, 2022:

- a. Minutes of September 1 Regular Meeting and September 23 Special Meeting
  - b. Study Session Summary of September 15
  - c. Payment of Bills
  - d. Recommended Personnel Items
  - e. Gifts and Donations
  - f. Electronic Fund Transfers
  - g. Policy #430: Reserve Teachers
  - h. Policy #431: Wage Rates: Substitute or Event-Specific Employees
  - i. Approval of Easement for Met Council at Deephaven Elementary School
- 

**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 XVII. a

Title: Meeting Minutes

Date: October 6, 2022

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**OVERVIEW:**

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

1. September 1 Regular Meeting
  2. September 23 Special Meeting
- 

**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**  
**District Service Center**  
**5621 County Road 101**  
**Minnetonka, Minnesota**

**Minutes of September 1, 2022 Regular School Board Meeting**

The School Board of Minnetonka Independent School District #276 met in regular session at 7:00 p.m. on Thursday, September 1, 2022 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Chris Vitale presided. Other Board members present were: Mark Ambrosen, Katie Becker, Patrick Lee-O'Halloran, John Odom, Meghan Selinger and Superintendent David Law, ex officio. Absent: Lisa Wagner. The meeting was also livestreamed on the District's YouTube channel.

Prior to the meeting, Board members recognized, via a video, the following groups and individuals: Girls Track and Field State Qualifiers; Boys Track and Field State Qualifiers; Girls Golf State Qualifiers; Boys Golf State Qualifiers; Girls Synchronized Swimming State Qualifiers; Boys Tennis State Qualifiers; Destination Imagination State Qualifiers and Global Qualifiers; PhysTEC Local Teacher of the Year; and National School Public Relations Association Award Honorees.

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

1. **AGENDA**

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

2. **COMMUNITY COMMENTS**

Chairperson Vitale noted that this opportunity for comment was available to community members who wished to address the Board on any item on that night's agenda. No one responded to this invitation to speak.

3. **REPORT ON ACT, IB, AP and SAT RESULTS**

The 2021-22 school year was a unique year of achievement for Minnetonka students. On several measures of success, the District is reporting high student performance levels. Director of Assessment Dr. Matt Rega presented results of ACT, IB, AP and SAT testing from the 2021-22 school year. Board member Selinger asked whether we have demographic information for AP and IB. Dr. Rega said we have internal data but national data would be difficult to find.

4. **ACCEPTANCE OF BID FOR HVAC REPLACEMENT AT SAIL BUILDING**

Executive Director of Finance and Operations Paul Bourgeois presented this item to the Board. He explained that as part of the rolling Long-Term Facility Maintenance 10-Year Plan, replacement of the 1997-installed R-22 HVAC system at the SAIL Building is scheduled for summer 2023. The budget estimate for the project is \$200,000.

Bids were opened at 11:00 AM on Thursday, August 25, 2022. Six (6) bids were received as follows:

<i>Cool Air Mechanical</i>	\$119,550.00
<i>Major Mechanical</i>	\$124,575.00
<i>Northland Mechanical Contractors</i>	\$127,900.00
<i>Kraft Mechanical</i>	\$130,000.00
<i>Alliance Mechanical</i>	\$134,644.00
<i>Modern Piping, Inc.</i>	\$135,300.00

Mr. Bourgeois recommended that the School Board accept the low bid of Cool Air Mechanical in the amount of \$119,550.00 for replacement of the HVAC system at the SAIL Building in summer 2023.

Lee-O'Halloran 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 accept the low bid of Cool Air Mechanical in the amount of \$119,550.00 for replacement of the HVAC system at the SAIL Building in summer 2023.*

Upon vote being taken thereon, the motion carried unanimously.

5. **ACCEPTANCE OF BID FOR CONVERSION OF SPACE TO CLASSROOM AT SCENIC HEIGHTS**

Mr. Bourgeois explained that as part of the FY23 Operating Capital Budget, \$300,000 has been allocated for conversion of the remaining space of the original 1967 multipurpose room at Scenic Heights to a classroom space. The 1967 multipurpose room became surplus to the physical education program with the construction of the large gymnasium at Scenic Heights in 2018.

In 2019, approximately half of the original 1967 multipurpose room was converted to house the Art Room, leaving the remaining half available for future repurposing. The budget estimate for the project is \$300,000.

Bids were opened at 2:00 PM on Thursday, August 25, 2022. Six (6) bids were received for the project as follows:

<i>Morcon Construction</i>	\$255,610.00
<i>CM Construction Company, Inc.</i>	\$259,800.00
<i>Versacon, Inc.</i>	\$282,000.00
<i>Construction Results Corporation</i>	\$298,397.00
<i>Met-Con Construction</i>	\$317,400.00
<i>Dering Pierson Group</i>	\$327,250.00

Mr. Bourgeois recommended that the School Board accept the low bid of Morcon Construction in the amount of \$255,610.00 for conversion of the remaining original 1967 multipurpose room to a classroom space in summer 2023.

Lee-O'Halloran moved, Odom seconded, that the Board approve the following motion:

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Morcon Construction in the amount of \$255,610.00 for conversion of the remaining original 1967 multipurpose room to a classroom space in summer 2023.*

Upon vote being taken thereon, the motion carried unanimously.

6. **ACCEPTANCE OF BIDS FOR PAVING AT SCENIC HEIGHTS, MINNETONKA HIGH SCHOOL AND DISTRICT SERVICE CENTER**

Mr. Bourgeois explained that as part of the rolling Long-Term Facility Maintenance 10-Year Plan, paving of the parking lot at Scenic Heights Elementary School, the East Parking Lot at Minnetonka High School, and the lower parking lot at the District Service Center is scheduled for summer 2023.

The budget for the Scenic Heights Elementary parking lot paving is \$210,000, the budget for the Minnetonka High School east lot paving is \$240,000, and the budget for the District Service Center lower lot paving is \$120,000.

Bids were opened at 1:00 PM on Monday, August 22, 2022. Four (4) bids were received for each of the three projects as follows:

*Scenic Heights Elementary School*

<i>Park Construction Company</i>	\$158,246.00
<i>Northwest Asphalt, Inc.</i>	\$158,900.00
<i>Bituminous Roadways, Inc.</i>	\$168,900.00
<i>Allied Blacktop Company</i>	\$190,835.00

*Minnetonka High School*

<i>Park Construction Company</i>	\$219,901.00
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<i>Northwest Asphalt, Inc.</i>	\$240,100.00
<i>Bituminous Roadways, Inc.</i>	\$258,900.00
<i>Allied Blacktop Company</i>	\$289,983.00

*District Service Center*

<i>Bituminous Roadways, Inc.</i>	\$ 51,800.00
<i>Park Construction Company</i>	\$ 71,755.00
<i>Northwest Asphalt, Inc.</i>	\$ 72,900.00
<i>Allied Blacktop Company</i>	\$ 97,804.00

Mr. Bourgeois recommended that the School Board accept the low bid of Park Construction Company in the amount of \$158,246.00 for paving at Scenic Heights Elementary School in summer 2023, the low bid of Park Construction Company in the amount of \$219,901.00 for paving at Minnetonka High School in summer 2023, and the low bid of Bituminous Roadways, Inc., in the amount of \$51,800.00 for paving at the District Service Center in summer 2023.

Selinger moved, Becker seconded, that the Board approve the following motion:

*BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Park Construction Company in the amount of \$158,246.00 for paving at Scenic Heights Elementary School in summer 2023, and;*

*BE IT FURTHER RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Park Construction Company in the amount of \$219,901.00 for paving at Minnetonka High School in summer 2023, and;*

*BE IT FURTHER RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the low bid of Bituminous Roadways, Inc., in the amount of \$51,800.00 for paving at the District Service Center in summer 2023.*

Upon vote being taken thereon, the motion carried unanimously.

**7. CONSENT AGENDA**

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

- Minutes of August 4 Regular Meeting
- Study Session Summary of August 18, 2022
- Payment of Bills—in the amount of \$12,538,495.51
- Recommended Personnel Items
- Gifts and Donations for August 2022: \$36,195.98 from the Groveland PTO to be placed in the Groveland Elementary Outdoor Classroom Fund. \$330.00 from the

Blackbaud Giving Fund to be placed in the MHS Principal Discretionary Fund. \$52.00 from the Blackbaud Giving Fund and \$80.30 from the Benevity Community Fund, both to be placed in the Minnetonka School District General Fund. \$21,936.00 from the Skippers Fastbreak Club to be placed in the Boys Lacrosse Assistant Coaches Stipend Fund. \$5,000.00 from the Tonka United Soccer Association to be placed in the MHS South Upper Turf Fund. \$1,500.00 from Catalin & Maria-Isabella Constantin to be placed in the MHS Girls Tennis Fund. Total Gifts and Donations for 2022-23: \$307,564.12.

- Electronic Fund Transfers
- Collective Bargaining Agreement with Paraprofessional Employees
- Collective Bargaining Agreement with Nutrition Services Employees

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

## 8. **BOARD REPORTS**

No board reports.

## 9. **SUPERINTENDENT'S REPORT**

Superintendent David Law said the District has launched its theme for the year, which is "Excellence in How We Live, Lead and Learn" at the Back-to-School Staff Kickoff Event. He said there was a great message from MHS Science Teacher Joe Cossette. He also thanked the District's Communications Team for putting on the event.

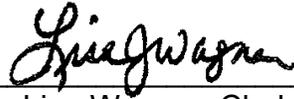
Superintendent Law talked about building safety, saying a message was sent to parents about how we communicate and secure our buildings when need be. He said there will be some additional security measures this year at school entrances, and the District will communicate with the school community about that. He also said the District has sent out notice about safety protocols and disease prevention, including COVID, sharing best practices. He also said he's excited to have kids back in schools. Board member Lee-O'Halloran asked whether the District has masks available. Superintendent Law said we do have KN95 and N95 masks available to any students and staff who want them.

## 10. **ANNOUNCEMENTS**

Board member Becker announced that in anticipation of Homecoming, just a reminder the MHS Booster Store is open, and Tonka Pride will have its apparel sale coming up September 16 and 17 at the District Service Center. Successful open houses were held at the schools, and many parents wanted apparel.

11. **ADJOURNMENT**

Becker moved, Selinger seconded, adjournment at 7:37 p.m. Upon vote being taken thereon, the motion carried unanimously.

A handwritten signature in cursive script that reads "Lisa Wagner".

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Lisa Wagner, Clerk

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

**Minutes of September 23, 2022 Special School Board Meeting**

The School Board of Minnetonka Independent School District #276 met in special session at 7:30 a.m. on Friday, September 23, 2022 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Chris Vitale presided. Other Board members present were: Mark Ambrosen, Katie Becker, Patrick Lee-O'Halloran, Meghan Selinger and Superintendent David Law, ex officio. Absent: John Odom and Lisa Wagner.

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

1. **AGENDA**

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

2. **CERTIFICATION OF 2022 PAY 2023 PRELIMINARY LEVY**

Executive Director of Finance and Operations Paul Bourgeois presented this item to the Board. He explained that Minnesota Statutes require that each school district certify a preliminary property tax levy by September 30 of the calendar year. The property tax levy set at the preliminary is the maximum amount that the school district can levy when it certifies its final levy in December of the calendar year. Adjustments to the preliminary levy amount can only be made downward after the preliminary levy is certified. School Districts must work with the Minnesota Department of Education (MDE) to calculate the levies allowed under the various statutes utilizing the MDE computerized levy system. The Certified Preliminary Levy must be physically received by the home county auditor no later than September 30, 2022.

The total levy is made up of several dozen individual levy amounts that are calculated based on formulas set in Minnesota Statute by the Legislature. Many of the levies are levies that provide partial revenue for a particular program with the remaining amount coming as a match from the State of Minnesota, and it is a requirement for the full local share to be levied in order to receive the State contribution. A reduction in those levies will result in a proportional reduction in State aid. Other levies including the Operating Referendum and Technology Levies are voter approved and determined based on the number of enrolled pupils or the value of property in the District. Finally, debt service levies are required to be calculated at 105% of debt service in order to ensure that District bond payments are met even if there are some property tax delinquencies.

The dollar amount of the Certified Preliminary Levy approved by the School Board prior to September 30 of each year becomes the highest amount of the levy - the final levy approved in December can be no greater than the preliminary amount certified by September 30 or the maximum computed by the Minnesota Department of Education for any changes they may make subsequent to School Board adoption. The only exception to this rule is if an Operating Referendum or Capital Projects Referendum is approved by the voters of the School District at the November election.

Highlights of Mr. Bourgeois' presentation included the following:

## Nine Major Levy Categories

- Operating Referendum Revenue
- Local Optional Revenue
- Technology Referendum Revenue
- Equity Levy
- Q-Comp Levy
- Operating Capital Levy
- Instructional Facilities Lease Levy
- Debt Service Levy
- OPEB Bond Debt Service Levy
  
- These levies make up 92% of the total preliminary 2022 Pay 2023 levy – usually closer to 95%-96% but larger than usual Operating Referendum prior year adjustment drops the percentage this year

## Operating Referendum Revenue

- 22 Pay 23 Levy Portion at \$25,874,581.48
- 21 Pay 22 Levy Portion at \$22,917,434.90
- Increase of \$2,957,146.58
  - \$2,110.97 per Adjusted Pupil Unit (at the State Cap per pupil)
  - \$1,881.81 per Adjusted Pupil Unit on 21 Pay 22 was set in September 2021 – inflation was rising but really accelerated after that
  - 12.18% inflation factor over prior year levy – two years worth of inflation adjustment - \$229.16 per APU - approved by voters with assumed enrollment in FY24 of 11,150 K-12 in-person plus TOC

## Local Optional Revenue

- 22 Pay 23 at \$8,721,859.44
- 21 Pay 22 at \$8,658,282.38
- Increase of \$63,577.06
  - \$724 per Adjusted Pupil Unit
  - Total amount of \$8,823,198.56 is offset by State Aid of \$101,339.12

## Technology Referendum Revenue

- 22 Pay 23                \$7,609,741.86
- 21 Pay 22                \$7,275,914.76
- Increase of \$333,827.10
  - Voter approved levy
  - Rate is 6.569% of Net Tax Capacity of the district which is based on property values of all property in the District which increased by 4.5% or \$439,953,148 for the 22 Pay 23 Levy
  
- 22 Pay 23 Value - \$10,265,559,107
- 21 Pay 22 Value - \$ 9,825,605,959

## Equity Levy

- 22 Pay 23                \$845,900.01
- 21 Pay 22                \$842,593.05
- Increase of \$3,306.96
- Funded at \$69.01 per Adjusted Pupil Unit, down from \$69.19 on prior levy, but offset by increased pupil count
  - 4-layer formula
    - Tier One - \$1.21 per APU – Basic Revenue plus Referendum Revenue plus Transition Revenue divided by APU, compared to metro 95<sup>th</sup> percentile of those to get an “equity gap”, then divide that by a “regional equity gap” to get a percentage, and then use that percentage times \$80 to get Tier One revenue
    - Tier Two - \$14.00 per APU
    - Tier Three – \$3.80 per APU-Add up Tier One and Tier Two and multiply by 25%
    - Tier Four - \$50.00 Per APU
  - Because of higher local Operating Referendum, District is closer to 95<sup>th</sup> percentile for the Metro area resulting in a decrease of \$0.18 per APU

## Q Comp Alternative Compensation Levy

- 22 Pay 23                \$1,050,092.75
- 21 Pay 22                \$1,034,187.51
- Increase of \$15,905.74
- Funded at \$260.00 per October 1, 2022 Estimated Enrollment
  - Only non-weighted headcount formula
- Levy is 35% of total revenue of \$2,933,743.80 plus \$21,282.42 in prorated State Aid shifted to the levy
- Levy changes as enrollment changes

## Operating Capital Levy

- 22 Pay 23                \$1,236,844.58
- 21 Pay 22                \$1,177,566.26
- Increase of \$59,278.32
  - 42.03% of total revenue (21 Pay 22 was 42.03%, 20 Pay 21 was 38.37% and 19 Pay 20 was 36.28%)
  - State funds the rest with State Aid
- Total revenue is \$2,808,247.09 at \$229.11 per Adjusted Pupil Unit (down \$0.98 from prior year - \$12,012.06)
  - Two-tiered formula
    - \$79.00 per APU
    - \$109.00 times 1.3772 - Factor of 1.0 plus (average building age of 37.72 years old times .01 – average age dropped from 38.56 due to SAIL Building and MOMENTUM addition)

## Instructional Facilities Lease Levy

- 22 Pay 23                \$2,554,553.27
- 21 Pay 22                \$2,464,671.12
- Increase of \$91,882.43
- Payments for COP Bonds on instructional building additions
- Payment fluctuates slightly based on debt payment schedules for those additions
- \$212 per APU – District Cap is \$2,598,526.40
- Lease Levy pays for All Day K classrooms, elementary classrooms and music rooms, middle school classrooms, high school classrooms and music rooms, Clear Springs, Groveland and Scenic Heights gymnasiums, VANTAGE West building (former TSP), and MOMENTUM addition

## Debt Service Levy – General Obligation Bonds

- 22 Pay 23                \$8,196,848.52
- 21 Pay 22                \$7,900,265.12
- Increase of \$325,675.62
- Based on FY24 scheduled bond payments plus additional State-mandated 5%
  - Additional 5% ensures sufficient cash to make bond payments even if there are some property tax delinquencies
- Debt Service Levy pays for long term facility maintenance bonds and 1996 Building Referendum bonds that mature in 2026
- 22 Pay 23 is offset by a reduction of (\$175,384.99) by utilization of Debt Service Excess that has accumulated due to the 5% additional levy and District bond refundings
- 21 Pay 22 was offset by a reduction of (\$400,000.00) by utilization of Debt Service Excess that has accumulated due to the 5% additional levy and District bond refundings
- 20 Pay 21 was offset by a reduction of (\$1,170,813.10) by utilization of Debt Service Excess that had accumulated due to the 5% additional levy and District bond refundings



## Total Other Levies

- 22 Pay 23           \$2,498,844.44
- 21 Pay 22           \$2,600,446.32
- Decrease of (\$101,601.88)

## Levy Adjustments

- 22 Pay 23           \$2,537,911.07
- 21 Pay 22           \$   84,756.35
- Increase of \$2,453,154.72
  
- Increase is due almost entirely to the Operating Referendum Adjustment for prior year inflation, which is \$2,446,544.40 higher than the prior year Operating Referendum Adjustment

## Total Preliminary Levy Amount

- 22 Pay 23 Total Property Tax Levy \$62,503,793.43
- 21 Pay 22 Total Property Tax Levy \$56,474,856.27
  
- Increase of \$6,028,935.16 or 10.7%
  
- \$5,403,690.98 or 9.6% of the increase is generated by the Voter-approved inflation increases for the Operating Referendum Levy, including \$2,448,544.80 in prior year adjustments for higher inflation rates and \$2,957,146.58 for higher inflation rates for FY24
- \$624,244.18 or 1.1% of the increase is generated by all other levy categories

## Selected Home Value Estimated Tax Impact Assuming No Change In Factors

Home Value	21 Pay 22 Estimated Taxes	Dollar Increase at 10.7%	21 Pay 22 Estimated Taxes	Percent Increase
\$300,000	\$1,617	\$173	\$1,790	10.7%
\$500,000	\$2,731	\$292	\$3,023	10.7%
\$700,000	\$3,931	\$421	\$4,352	10.7%
\$900,000	\$5,130	\$549	\$5,679	10.7%

- Factors that can impact the estimate
  - Reassessment of a property value to a higher amount could result in a higher increase
  - Additions or improvement to a property could result in a higher increase because of increased value
  - Increase of total property values in the District due to new construction could result in a lower increase
  - Total property value in the District increased from \$9,825,605,959 for 21 Pay 22 to \$10,265,559,107 for 22 Pay 23 – a total of \$439,952,148 or 4.5%
  - Properties that were not reassessed will likely see a lower increase than 11.5% because of a larger property tax base to spread the levy

Mr. Bourgeois closed his presentation by restating that as of today, the maximum dollar value of the 2022 Pay 2023 Preliminary Levy, as estimated and calculated in line with the statutory school funding formulas for school district revenues is estimated at \$62,503,793.43, which is an increase of \$6,028,935.16 or 10.7% from the 2021 Pay 2022 levy amount of \$56,474,858.27. A total of \$5,403,690.98 or 9.6% of the increase is generated by Voter-approved inflation adjustments for the Operating Referendum Levy. All other levies account for \$624,244.18 of the increase or 1.1%. It is important to note that the 2022 Pay 2023 levy will be spread on 4.5% more property value in the District as a result of new construction and reassessments compared to the property value for the 2021 Pay 2022 levy.

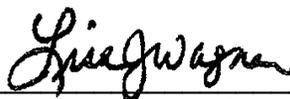
Becker moved, Selinger seconded, that the Board approve the following motion:

*BE IT RESOLVED, that the School Board of Minnetonka Independent School District 276 does hereby certify the Preliminary 2022 Payable 2023 Property Tax Levy at the maximum amount authorized by statute, which as of September 23, 2022 totals \$62,503,793.43, and authorizes administration to file the Certified 2022 Pay 2023 Preliminary Levy with the Hennepin County Auditor no later than September 30, 2022.*

Upon vote being taken thereon, the motion carried unanimously. Chairperson Vitale thanked Mr. Bourgeois and members of his staff for their hard work on the levy, year after year.

### 3. **ADJOURNMENT**

Becker moved, Lee-O'Halloran seconded, adjournment at 7:45 a.m. Upon vote being taken thereon, the motion carried unanimously.



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Lisa Wagner, Clerk

CONSENT

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

Board Agenda Item XVII. b

Title: Study Session Summary

Date: October 6, 2022

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**OVERVIEW:**

The summary of the proceedings of the Minnetonka School Board's September 15 Study Session is attached.

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**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 September 15, 2022 Study Session**

The School Board of Minnetonka Independent School District #276 met in study session at 6:00 p.m. on Thursday, September 15, 2022 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Chris Vitale presided. Other Board members present were Mark Ambrosen, Katie Becker, Patrick Lee-O'Halloran, Meghan Selinger and Superintendent David Law, ex officio. Absent: Lisa Wagner and John Odom.

**OPENING OF SCHOOL REPORT**

Executive Director of Human Resources Dr. Mike Cyrus led the presentation. He shared information regarding the latest enrollment numbers, both by site and by grade, with the Board. Highlights from the presentation included the following:

**District Enrollment**

	SY 2019	SY 2020	SY 2021	SY 2022	SY 2023
Elementary	5,025	5,090	5,036	4,908	4,953
Middle School	2,573	2,573	2,560	2,501	2,541
High School	<u>3,311</u>	<u>3,410</u>	<u>3,456</u>	<u>3,523</u>	<u>3,534</u>
Total	10,909	11,073	11,052	10,932	11,028
eLearning				316	163
Grand Total				11,248	11,191

**Elementary Enrollment**

	SY 2019	SY 2020	SY 2021	SY 2022	SY 2023
Clear Springs	876	882	863	852	860
Deephaven	662	647	652	642	655
Excelsior	804	812	802	742	735
Groveland	845	899	919	893	878
Minnewashta	931	945	899	892	908
Scenic Heights	<u>882</u>	<u>905</u>	<u>901</u>	<u>887</u>	<u>917</u>
Total	5,000	5,090	5,036	4,908	4,953

### Middle School Enrollment

	SY 2019	SY 2020	SY 2021	SY 2022	SY 2023
MME	1,307	1,318	1,318	1,242	1,271
MMW	<u>1,266</u>	<u>1,255</u>	<u>1,242</u>	<u>1,259</u>	<u>1,270</u>
Total	2,573	2,573	2,560	2,501	2,541

### High School Enrollment

	SY 2019	SY 2020	SY 2021	SY 2022	SY 2023
Total	3,311	3,410	3,456	3,523	3,534

### eLearning / Tonka Online Enrollment

	SY 2021	SY 2022	SY 2023
Elementary	824	201	46
Middle School	530	72	45
High School*	<u>636</u>	<u>43</u>	<u>72</u>
Total	1,990	316	163

\*HS students doing full-year eLearning

Dr. Cyrus concluded his presentation by showing group photos of the new teachers in the District. He also shared the following information about them:

- 96 teachers hired
- 12 have worked in the District previously
- 5 have taught internationally
- 21 are first-year teachers
- Total of 723 years of experience—7.7 years on average
- 50 (52%) have graduate degrees
- 7 have overseas credentials
- 45 out-of-state degrees
- 7 from partner colleges/universities (Bethel, Gustavus, St. Thomas, Winona State)

Board member O'Halloran asked what the numbers reflect on the high school enrollment by program slide (#21). Dr. Cyrus responded that the numbers reflect the percentage of total enrollment. For example, if one student takes two or three AP courses, they would be counted two or three times.

Chairperson Vitale stated that this is the time of year we start looking at enrollment & class sizes. Looking at the number of programs we have, two distinct categories start in elementary with immersion, in addition to the other specialty programs at the secondary level.

Superintendent Law shared that the easiest way to manage class size is to offer only one program. With all the opportunities that are offered in Minnetonka, this gives us a unique challenge. Open enrollment gives us the opportunity to leverage/offer those programs.

Board members thanked Dr. Cyrus for the presentation.

### **UPDATE ON MCA RESULTS**

Director of Assessment Dr. Matt Rega presented the latest results to the Board. He included the following background information:

Each year the Minnesota Department of Education conducts annual Minnesota Comprehensive Assessments (MCA) of all students in Grades Three-Eight for Mathematics and Reading, Grade Ten for Reading, and Grade Eleven for Math. For Science the MCA is given to students in Grades Five, Eight, and after taking high school Biology. The Science MCA does not count for Adequate Yearly Progress (AYP), but achievement levels are recorded. The tests measure student knowledge and skills identified in the Minnesota Academic Standards.

As with any test, the MCA-III assesses a sampling of student knowledge and does not test every standard or benchmark. There are standards and benchmarks that cannot be assessed with a standardized test. That does not mean that these skills should not be taught or assessed. Teachers need to instruct and assess their students on all of the academic standards. The passage of the No Child Left Behind Act (2000) required that students be assessed in Grades Three-Eight and high school. The *Minnesota K–12 Academic Standards in Mathematics* were adopted in 2003; the Minnesota Comprehensive Assessments-Series II assessed these standards. The 2006 Minnesota Legislature approved the 2006 Omnibus Education Policy Act (see Minn. Stat. § 120B.023, subd. 2b). This legislation required the revision of the state's academic standards in mathematics in the 2006–2007 school year. The legislation also required that beginning in the 2013–2014 school year, state mathematics tests given in Grade Eleven align with the revised 2007 academic standards in mathematics. The revision to the standards was significant enough that a new series of the MCA assessments was necessary. Thus, the Mathematics MCA-III tests are aligned with the 2007 *Minnesota K–12 Academic Standards in Mathematics*.

There are four different levels of proficiency for the MCA. In order to reach proficiency, students must reach a scale score of their Grade level plus 50. For example, a student in the Eighth Grade needs 850 (800+50) and a student in the Fourth Grade needs 450 (400+50) to reach proficiency on the MCA III for Reading, Math, and Science. The student's score is then linked to an achievement level to describe the overall performance and determine proficiency.

The four achievement levels for the MCA III's are:

- Exceeds the Standards (E)—Proficient

- Meets the Standards (M)—Proficient
- Partially Meets the Standards (P)—Not Proficient
- Does Not Meet the Standards (D)—Not Proficient

## **Context**

The MCA III tests measure the number of students who are able to reach the bar and perform at grade level as measured by the Minnesota Academic Standards. The level of difficulty increases as students move into higher grade levels. As students move into the secondary level the number of students expected to reach proficiency decreases. This is a result of the test itself and not necessarily indicative of overall student performance as measured by classroom performance. 2018 is the fifth year that Eleventh Grade students took the MCA III tests.

New MCA tests are developed when the Legislature authorizes new mandates. For example, after the Legislature approved new Minnesota Academic Standards and since the MCA I test did not measure those new standards, the MCA II tests were field tested and implemented in 2005-06. In 2007-08 the Legislature required a progress score and since the MCA II tests were not vertically aligned to measure progress from year to year, the MCA III tests in Math, Reading, and Science are now operational.

The MCA III has a scale that will allow for comparison between grade levels to determine growth. The scale is limited because it only measures on-grade level work. Students far above grade level will not be adequately measured by the progress score. The previous system did not allow for the measurement of individual student progress from year-to-year, like NWEA. So, if a student is performing far above or below grade level, it is not possible to ascertain how much they have grown from year to year using the MCA II or MCA III. When comparing the tests students take in Third Grade to the tests the same students will take in Eighth Grade, the content on the Eighth Grade test, as expected, is more challenging. The number of questions that students are expected to answer correctly on the Eighth Grade test is lower than on the Third Grade test. This is determined statistically by the State of Minnesota during field testing. For example, if a student in the Third Grade scores 80 percent correct, then they might earn an “E” on the assessment, but in Eighth Grade that percent correct may decrease to 70 percent in order to earn an “E” on that assessment. The reason for the decrease in percentage needed is because the test is more difficult in both content and it is based on standards that are set by content specialists in the upper grades, and the standards in the elementary years are developed by content generalists.

With the NWEA assessments there is acceleration in performance as students move into the upper grades; with the MCA III tests the opposite is true. That is because the NWEA assessments measure individual growth from year-to-year and the MCA III tests only measure the number of students below, at, or above proficiency.

Regarding the change in proficiency versus scale scores, when one views the scale score increase, they are seeing an increase of average scale scores but a decrease in percent

proficient when examining each grade individually, especially in Math. Furthermore, we are only looking at MCA scores for both proficiency and scale scores across time (not all accountability tests for proficiency, as is defaulted on the Minnesota Report Card).

Minnetonka proficient students could score higher in one year, thus bringing up the average scale score, but not influencing the percent proficient. One way this can be seen is with more students in the exceeds vs. meets standards compared to previous years.

At most grade levels, the average scale score increased or remained the same, except for Grade 10. For Math, there was an increase in scale scores among the *Partially Meets* group, indicating a shift toward the Meets and Exceeds categories. Math scale scores increased dramatically across all grade levels except for Grade 11. The Reading and Math data show that students are scoring solidly across most grade levels and the increases were more significant in Math for both Minnetonka students and students statewide. Reading growth was more modest following the height of the Pandemic for both Minnetonka and Minnesota students, however, the achievement appears to be trending in the right direction.

Dr. Rega then walked the Board through the results. Highlights included the following:

## MCA Reading – Elementary Metro Comparisons

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	3	73.7
WESTONKA PUBLIC SCHOOL DISTRICT	3	73.2
EDINA PUBLIC SCHOOL DISTRICT	3	70.7
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	3	67.9
ORONO PUBLIC SCHOOL DISTRICT	3	65.2
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	<b>3</b>	<b>64.9</b>
WACONIA PUBLIC SCHOOL DISTRICT	3	59.0
EASTERN CARVER COUNTY PUBLIC SCHOOL	3	58.3
HOPKINS PUBLIC SCHOOL DISTRICT	3	49.5

District Name	Grade	Proficiency
WESTONKA PUBLIC SCHOOL DISTRICT	4	73.5
ORONO PUBLIC SCHOOL DISTRICT	4	72.6
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	<b>4</b>	<b>71.8</b>
EDINA PUBLIC SCHOOL DISTRICT	4	71.7
WAYZATA PUBLIC SCHOOL DISTRICT	4	70.1
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	4	64.7
WACONIA PUBLIC SCHOOL DISTRICT	4	62.5
EASTERN CARVER COUNTY PUBLIC SCHOOL	4	61.7
HOPKINS PUBLIC SCHOOL DISTRICT	4	52.5

- Grade 3 in 2021: 66.5 (ranked 5<sup>th</sup>)
- Grade 4 in 2021: 70.9 (ranked 4<sup>th</sup>)
- Grade 5 in 2021: 80.8 (ranked 2<sup>nd</sup>)

District Name	Grade	Proficiency
ORONO PUBLIC SCHOOL DISTRICT	5	84.3
EDINA PUBLIC SCHOOL DISTRICT	5	81.8
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	<b>5</b>	<b>81.1</b>
WESTONKA PUBLIC SCHOOL DISTRICT	5	80.1
WAYZATA PUBLIC SCHOOL DISTRICT	5	79.6
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	5	78.7
WACONIA PUBLIC SCHOOL DISTRICT	5	74.1
EASTERN CARVER COUNTY	5	71.7
HOPKINS PUBLIC SCHOOL DISTRICT	5	59.2

3

## MCA Reading – Secondary Metro Comparisons

- Grade 6 in 2021: 77.1 (ranked 2<sup>nd</sup>)
- Grade 7 in 2021: 72.0 (ranked 4<sup>th</sup>)
- Grade 8 in 2021: 73.1 (ranked 3<sup>rd</sup>)
- Grade 10 in 2021: 80.4 (ranked 2<sup>nd</sup>)

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	6	82.2
ORONO PUBLIC SCHOOL DISTRICT	6	80.9
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	6	<b>80.2</b>
EDINA PUBLIC SCHOOL DISTRICT	6	78.0
WESTONKA PUBLIC SCHOOL DISTRICT	6	76.8
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	6	70.1
WACONIA PUBLIC SCHOOL DISTRICT	6	67.9
EASTERN CARVER COUNTY	6	67.0
HOPKINS PUBLIC SCHOOL DISTRICT	6	56.6

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	7	77.1
WESTONKA PUBLIC SCHOOL DISTRICT	7	74.0
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	7	<b>71.9</b>
ORONO PUBLIC SCHOOL DISTRICT	7	69.5
EDINA PUBLIC SCHOOL DISTRICT	7	69.1
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	7	63.4
WACONIA PUBLIC SCHOOL DISTRICT	7	60.2
EASTERN CARVER COUNTY	7	56.6
HOPKINS PUBLIC SCHOOL DISTRICT	7	50.0

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	8	76.9
ORONO PUBLIC SCHOOL DISTRICT	8	74.4
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	8	<b>70.9</b>
EDINA PUBLIC SCHOOL DISTRICT	8	69.8
WESTONKA PUBLIC SCHOOL DISTRICT	8	65.5
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	8	61.6
WACONIA PUBLIC SCHOOL DISTRICT	8	60.4
EASTERN CARVER COUNTY	8	52.4
HOPKINS PUBLIC SCHOOL DISTRICT	8	48.2

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	10	81.2
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	10	72.7
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	10	<b>72.2</b>
EDINA PUBLIC SCHOOL DISTRICT	10	71.7
WESTONKA PUBLIC SCHOOL DISTRICT	10	67.6
ORONO PUBLIC SCHOOL DISTRICT	10	65.2
WACONIA PUBLIC SCHOOL DISTRICT	10	58.4
EASTERN CARVER COUNTY	10	57.0
HOPKINS PUBLIC SCHOOL DISTRICT	10	43.1

4

## MCA Math – Elementary Metro Comparisons

District Name	Grade	Proficiency
ORONO PUBLIC SCHOOL DISTRICT	3	87.1
WAYZATA PUBLIC SCHOOL DISTRICT	3	84.3
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	3	<b>83.6</b>
EDINA PUBLIC SCHOOL DISTRICT	3	80.4
WACONIA PUBLIC SCHOOL DISTRICT	3	78.3
WESTONKA PUBLIC SCHOOL DISTRICT	3	77.8
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	3	75.7
EASTERN CARVER COUNTY	3	72.3
HOPKINS PUBLIC SCHOOL DISTRICT	3	57.1

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	4	84.1
ORONO PUBLIC SCHOOL DISTRICT	4	81.9
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	4	<b>81.3</b>
EDINA PUBLIC SCHOOL DISTRICT	4	78.1
WACONIA PUBLIC SCHOOL DISTRICT	4	77.7
WESTONKA PUBLIC SCHOOL DISTRICT	4	77.5
EASTERN CARVER COUNTY	4	69.0
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	4	67.3
HOPKINS PUBLIC SCHOOL DISTRICT	4	53.2

- Grade 3 in 2021: 78.7 (ranked 5<sup>th</sup>)
- Grade 4 in 2021: 77.5 (ranked 4<sup>th</sup>)
- Grade 5 in 2021: 63.8 (ranked 3<sup>rd</sup>)

District Name	Grade	Proficiency
WESTONKA PUBLIC SCHOOL DISTRICT	5	74.5
WAYZATA PUBLIC SCHOOL DISTRICT	5	72.1
ORONO PUBLIC SCHOOL DISTRICT	5	72.0
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	5	<b>67.2</b>
EDINA PUBLIC SCHOOL DISTRICT	5	61.4
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	5	60.6
WACONIA PUBLIC SCHOOL DISTRICT	5	59.4
EASTERN CARVER COUNTY	5	55.2
HOPKINS PUBLIC SCHOOL DISTRICT	5	38.6

5

## MCA Math – Secondary Metro Comparisons

- Grade 6 in 2021: 60.4 (ranked 5<sup>th</sup>)
- Grade 7 in 2021: 58.6 (ranked 5<sup>th</sup>)
- Grade 8 in 2021: 66.8 (ranked 2<sup>nd</sup>)
- Grade 11 in 2021: 69.0 (ranked 2<sup>nd</sup>)

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	6	72.1
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	6	70.8
WESTONKA PUBLIC SCHOOL DISTRICT	6	66.1
EDINA PUBLIC SCHOOL DISTRICT	6	65.3
ORONO PUBLIC SCHOOL DISTRICT	6	62.2
WACONIA PUBLIC SCHOOL DISTRICT	6	61.9
EASTERN CARVER COUNTY	6	53.2
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	6	46.4
HOPKINS PUBLIC SCHOOL DISTRICT	6	42.8

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	7	75.4
WESTONKA PUBLIC SCHOOL DISTRICT	7	72.7
WACONIA PUBLIC SCHOOL DISTRICT	7	65.5
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	7	65.3
ORONO PUBLIC SCHOOL DISTRICT	7	62.1
EDINA PUBLIC SCHOOL DISTRICT	7	59.9
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	7	52.8
HOPKINS PUBLIC SCHOOL DISTRICT	7	45.6
EASTERN CARVER COUNTY	7	29.6

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	8	79.1
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	8	73.1
ORONO PUBLIC SCHOOL DISTRICT	8	65.5
EDINA PUBLIC SCHOOL DISTRICT	8	63.6
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	8	57.1
WESTONKA PUBLIC SCHOOL DISTRICT	8	57.3
WACONIA PUBLIC SCHOOL DISTRICT	8	53.6
EASTERN CARVER COUNTY	8	48.2
HOPKINS PUBLIC SCHOOL DISTRICT	8	29.8

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	11	78.3
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	11	66.7
EDINA PUBLIC SCHOOL DISTRICT	11	59.9
WESTONKA PUBLIC SCHOOL DISTRICT	11	53.2
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	11	50.7
ORONO PUBLIC SCHOOL DISTRICT	11	46.5
EASTERN CARVER COUNTY	11	42.1
HOPKINS PUBLIC SCHOOL DISTRICT	11	40.1
WACONIA PUBLIC SCHOOL DISTRICT	11	34.0

6

## MCA Science Metro Comparisons

District Name	Grade	Proficiency
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	5	77.9
WESTONKA PUBLIC SCHOOL DISTRICT	5	75.9
WAYZATA PUBLIC SCHOOL DISTRICT	5	72.2
ORONO PUBLIC SCHOOL DISTRICT	5	71.8
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	5	69.9
WACONIA PUBLIC SCHOOL DISTRICT	5	67.1
EDINA PUBLIC SCHOOL DISTRICT	5	64.4
EASTERN CARVER COUNTY PUBLIC SCHOOL	5	63.0
HOPKINS PUBLIC SCHOOL DISTRICT	5	45.5

District Name	Grade	Proficiency
WAYZATA PUBLIC SCHOOL DISTRICT	8	61.0
ORONO PUBLIC SCHOOL DISTRICT	8	60.4
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	8	55.0
WESTONKA PUBLIC SCHOOL DISTRICT	8	47.5
EDINA PUBLIC SCHOOL DISTRICT	8	39.5
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	8	37.9
EASTERN CARVER COUNTY PUBLIC SCHOOL	8	37.4
WACONIA PUBLIC SCHOOL DISTRICT	8	27.9
HOPKINS PUBLIC SCHOOL DISTRICT	8	27.4

- Grade 5 in 2021: 70.3 (ranked 1<sup>st</sup>)
- Grade 8 in 2021: 56.4 (ranked 2<sup>nd</sup>)
- Grade HS in 2021: 77.9 (ranked 2<sup>nd</sup>)

District Name	Grade	Proficiency
EDINA PUBLIC SCHOOL DISTRICT	HS	87.5
<b>MINNETONKA PUBLIC SCHOOL DISTRICT</b>	HS	78.8
WAYZATA PUBLIC SCHOOL DISTRICT	HS	70.3
EASTERN CARVER COUNTY PUBLIC SCHOOL	HS	63.6
WESTONKA PUBLIC SCHOOL DISTRICT	HS	63.6
ORONO PUBLIC SCHOOL DISTRICT	HS	63.5
EDEN PRAIRIE PUBLIC SCHOOL DISTRICT	HS	59.4
WACONIA PUBLIC SCHOOL DISTRICT	HS	42.7
HOPKINS PUBLIC SCHOOL DISTRICT	HS	29.4

7

# MCA Reading School Results

		Tonka Online Grade Level	# of Reading Test Takers	# of Eligible Students	Percent of Students of Took MCA Reading
		Grade 3	15	18	83.3%
		Grade 4	17	35	48.6%
		Grade 5	10	23	43.5%
		Grade 6	6	17	35.3%
		Grade 7	5	17	29.4%
		Grade 8	4	27	14.8%
		Grade 10	0	11	0.0%
		TOTAL	57	148	38.5%
School	2018 MCA III Reading % Proficient				
Clear Springs	78.8	74.6	70.5		<b>72.3</b>
Deephaven	76.8	78.5	69.6		<b>66.0</b>
Excelsior	72.0	73.1	69.0		<b>72.8</b>
Groveland	79.4	76.0	74.2		<b>72.3</b>
Minnewashta	82.0	80.3	70.8		<b>66.4</b>
Scenic Heights	80.3	82.3	81.1		<b>83.1</b>
Tonka Online 3-5	n/a	n/a	n/a		<b>66.7</b>
MME	85.9	85.9	73.2		<b>75.3</b>
MMW	88.2	88.2	75.0		<b>73.7</b>
Tonka Online 6-8	n/a	n/a	n/a		<b>60.0</b>
MHS	78.5	80.1	80.4		<b>72.1</b>
Tonka Online 10	n/a	n/a	n/a		<b>n/a</b>

8

# MCA Math School Results

		Tonka Online Grade Level	# of Math Test Takers	# of Eligible Students	Percent of Students of Took MCA Math
		Grade 3	15	18	83.3%
		Grade 4	17	35	48.6%
		Grade 5	10	23	43.5%
		Grade 6	5	17	29.4%
		Grade 7	3	17	17.6%
		Grade 8	3	27	11.1%
		Grade 11	1	12	8.3%
		TOTAL	54	154	35.1%
School	2018 Math % Proficient MCA III				
Clear Springs	76.9	74.2	70.7		<b>75.7</b>
Deephaven	76.2	81.7	74.0		<b>77.9</b>
Excelsior	78.1	77.1	72.7		<b>78.7</b>
Groveland	83.3	81.3	68.5		<b>72.8</b>
Minnewashta	84.8	82.2	68.6		<b>71.8</b>
Scenic Heights	85.4	86.7	83.3		<b>87.1</b>
Tonka Online 3-5	n/a	n/a	n/a		<b>78.6</b>
MME	83.5	81.5	64.4		<b>70.7</b>
MMW	85.9	85.7	59.5		<b>68.7</b>
Tonka Online 6-8	n/a	n/a	n/a		<b>81.8</b>
MHS	70.0	63.1	69.0		<b>66.3</b>
Tonka Online 11	n/a	n/a	n/a		<b>100.0</b>

9

# MCA Science School Results

		Tonka Online Grade Level	# of Science Test Takers	# of Eligible Students	Percent of Students of Took MCA Science
		Grade 5	9	23	39.1%
		Grade 8	3	27	11.1%
		Grades 11-12	1	17	5.9%
		<b>TOTAL</b>	<b>13</b>	<b>67</b>	<b>19.4%</b>
School	2018 MCA III Science % Proficient	Science % Proficient	Science % Proficient	Science % Proficient	Science % Proficient
Clear Springs-GR 5	77.5	76.4	60.4	<b>77.0</b>	
Deephaven-GR 5	77.5	74.1	76.0	<b>80.0</b>	
Excelsior-GR 5	70.1	77.1	64.4	<b>76.0</b>	
Groveland-GR 5	91.1	81.7	70.6	<b>71.1</b>	
Minnewashta-GR 5	84.7	75.5	72.7	<b>75.9</b>	
Scenic Heights-GR 5	78.6	75.7	78.4	<b>84.6</b>	
Tonka Online-GR 5	n/a	n/a	n/a	100.0	
MME-GR 8	73.6	72.4	60.7	<b>55.3</b>	
MMW-GR 8	66.0	74.2	52.1	<b>54.9</b>	
Tonka Online-GR 8	n/a	n/a	n/a	33.3	
MHS-BIO students	80.3	77.2	77.9	<b>78.7</b>	
TO-BIO students	n/a	n/a	n/a	0.0	

10

## Notable Performance Trends

- Slight difference between Males and Females in Math and Science performance (Males surpassed Females by 2.4 percent in Science and 4.5 percent in Math)
- In Reading, Hispanic students are out-performing their counterparts across the state by **33.4 percent**
- In Math, the gap between Minnetonka ethnic student groups and the state ranged from **14.4 percent** among the African American student group to **46.8 percent** among the Asian student group
- Grades 3 & 4 above **80 percent** proficiency in Math; Grades 5 & 6 above **80 percent** proficiency in Reading; 3<sup>rd</sup> Grade **64.8 percent** proficient for Reading
- For Reading, English students showed an increase in proficiency level by **1.5 percent** with a decrease in proficiency for Chinese Immersion (**7.8 percent**) and a decrease for Spanish Immersion students (**5.0 percent**).

Board member Selinger asked what happens if a student does not take the MCA. Dr. Rega responded that they are not included in the overall numbers or percentages.

Chairperson Vitale commented about the Grade 3 scores and Dr. Rega responded that when tracking Grade 3 students, where immersion students are in their first year of English, it's impressive to see how well our students are doing compared to statewide scores.

## **CITIZEN INPUT**

Chairperson Vitale extended an invitation to members of the audience who wished to address the Board on any topic. He also read the guidelines for Citizen Input, for the benefit of those who wished to speak.

The following individuals then addressed the Board:

- Jeff Adrian spoke on behalf of the Board of the Unitarian Universalists Church of Minnetonka. He expressed their support for the MCEE group and asked the School Board to commit to developing greater understanding among staff and students of issues involving diversity, equity and inclusion.
- Eden Prairie resident Kristin Atkins spoke regarding her concerns regarding pedestrian traffic in the Clear Springs parking lot.
- Excelsior resident Stacy Klein spoke regarding the District's MCA scores and her concern that our reading scores have dropped.

## **REVIEW OF ANNUAL REPORT**

Executive Director of Communications Dr. JacQui Getty, Creative Director Daniel Campbell and Communications Specialist Mary Cornelius led the discussion. Dr. Getty began by saying that the District publishes an annual report every October. Minnetonka uses this report as a primary tool to communicate District goals, results and accountability to parents and citizens of the District. Dr. Getty said that Minnetonka's annual report is far more comprehensive than the report of most Districts and includes financial data, reports on Innovation initiatives, and student achievement beyond test scores. Per state guidelines, the report also includes elements required by the World's Best Workforce bill, which was passed in 2013 to ensure every school district in the state is making strides to increase student performance. Each district must report on the following five goals:

1. All children are ready for school.
2. All third graders can read at grade level.
3. All racial and economic achievement gaps between students are closed.
4. All students are ready for career and college.
5. All students graduate from high school.

The Board then received an early draft of the report and discussed the outline, content and key messages contained within. Discussion points included:

- Cover: The Board chose cover option 2
- Table of Contents: The Board caught an error regarding the location of a town referenced in one section
- Page 7: Question about the combined AP/IB statistic with recommendation to separate or to add more about IB to the page
- Page 14: Communications staff confirmed use of photo
- Page 19: Suggestion to add detail to Celebration of Service section, that children as young as five are eligible to earn the President's Volunteer Service Award
- Pages 20-24: Communications staff explained Points of Pride criteria
- Page 27: Suggestion to add the District's continued commitment to closing achievement gaps into the WBWF narrative

Chairperson Vitale noted that the report will be officially approved at the Board's regular meeting on October 6 and then printed and distributed immediately thereafter.

### **REVIEW OF PAY 2022 PAY 2023 PRELIMINARY LEVY**

Executive Director of Finance and Operations Paul Bourgeois led the presentation. He began by saying that Minnesota Statutes require that each school district certify a preliminary property tax levy by September 30 of the calendar year.

The property tax levy set at the preliminary is the maximum amount that the school district can levy when it certifies its final levy in December of the calendar year. Adjustments to the preliminary levy amount can only be made downward after the preliminary levy is certified. School Districts must work with the Minnesota Department of Education (MDE) to calculate the levies allowed under the various statutes utilizing the MDE computerized levy system. The Certified Preliminary Levy must be physically received by the home county auditor no later than September 30, 2021.

The total levy is made up of several dozen individual levy amounts that are calculated based on formulas set in Minnesota Statute by the Legislature. Many of the levies are levies that provide partial revenue for a particular program with the remaining amount coming as a match from the State of Minnesota, and it is a requirement for the full local share to be levied in order to receive the State contribution. A reduction in those levies will result in a proportional reduction in State aid. Other levies including the Operating Referendum and Technology Levies are voter approved and determined based on the number of enrolled pupils or the value of property in the District. Finally, debt service levies are required to be calculated at 105% of debt service in order to ensure that District bond payments are met even if there are some property tax delinquencies.

The dollar amount of the Certified Preliminary Levy approved by the School Board prior to September 30 of each year becomes the highest amount of the levy - the final levy approved in December can be no greater than the preliminary amount certified by September 30. The only exception to this rule is if an Operating Referendum or Capital

Projects Referendum is approved by the voters of the School District at the November election.

Mr. Bourgeois explained that as of the date of this Study Session, the 2022 Pay 2023 Preliminary Levy is still being finalized. Initial numbers have been input, but we are still working with and reviewing information input by the Minnesota Department of Education. The Minnesota Department of Education has the authority to make further prior year adjustments after September 30 if they calculate a correction to a prior year adjustment.

Mr. Bourgeois noted that as of today, the maximum dollar value of the 2022 Pay 2023 Preliminary Levy, as estimated and calculated in line with the statutory school funding formulas for school district revenues, is estimated at \$62,805,352.21, which is an increase of \$6,330,493.94 or 11.2% from the 2021 Pay 2022 levy amount of \$56,474,856.27.

Mr. Bourgeois also noted that value of the property in the District has increased by 11.5%, from \$9,825,605,959 for the 2021 Pay 2022 Levy up to \$10,265,559,107 for the 2022 Pay 2023 Levy. This is an increase in value of \$439,952,148, or 4.5%. The increases of total property values in the District due to new construction could result in a lower increase. Properties that were not reassessed will likely see a lower increase than 11.5% because of a larger property tax base to spread the levy.

In the discussion that followed, Board members thanked Mr. Bourgeois for the information and indicated that they were supportive of levying for the recommended amount. Chairperson Vitale noted that the certification of the preliminary levy would take place on September 23, 2022 at a special meeting of the Board.

### **REVIEW OF POLICY #430: RESERVE TEACHERS**

### **REVIEW OF POLICY #431: WAGE RATES: PART-TIME OR SUBSTITUTE**

Executive Director of Human Resources Dr. Mike Cyrus led the discussion regarding both of the policies. He explained that enhancements were being recommended to both policies' salary schedules in order for the District to attract and retain quality employees.

Board member Becker commented that it is prudent for the District to stay competitive in this area. She also liked the incentive for loyal reserves, those who work consistently in Minnetonka.

Board member Selinger asked about the title of Policy #431 and what employees are considered "part time" under this policy. Following some discussion, Dr. Cyrus agreed that we should change the name of the policy to more accurately reflect the employees covered under this policy.

Chairperson Vitale noted that the policies would be approved at the Board's regular meeting in October.

## **ADJOURNMENT**

The Board adjourned the Study Session at 8:05 p.m.

/ah

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

Board Agenda Item XVII. c

Title: Payment of Bills

Date: October 6, 2022

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**OVERVIEW:**

Presented for Board approval are the monthly disbursement totals by fund for Minnetonka Public Schools for the month of August 2022.

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the Board approve the disbursements as presented for the month of August 2022.

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Submitted by:

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Jessica Hulitt  
Coordinator of Accounting



Approved by:

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Paul Bourgeois  
Executive Director of Finance & Operations



Concurrence:

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David Law  
Superintendent of Schools

## MINNETONKA DISTRICT #276

TO: David Law

FROM: Jessica Hulitt

RE: Payment of Bills – August 2022  
Board Meeting Date: October 6, 2022

The following disbursements are submitted for the month of August:

Recommend the payment of bills in the sum of \$8,464,908.18 by check #473877 - #474363 and ACH #222300190 - #222300375, and wire transactions #202200381 - #202200613 as follows:

August	FUND	
01	GENERAL FUND	3,883,807.68
02	CHILD NUTRITION	24,226.61
03	PUPIL TRANSPORTATION	210,381.56
04	COMMUNITY SERVICE	584,268.95
05	CAPITAL EXPENDITURE	546,394.75
07	DEBIT SERVICE FUND	101,950.00
09	TRUST - FIDUCIARY	43,308.44
11	EXTRA/CO-CURRICULAR	36,052.63
12	ATHLETIC FEE	9,583.38
18	CUSTODIAL FUND	1,621.61
20	SELF INSURANCE	111,204.09
40	CULTURAL ARTS CENTER	27,351.24
41	DOME OPERATIONS	4,254.84
42	AQUATICS PROGRAM	40,415.67
43	PAGEL CENTER	48,971.76
46	LTFM	1,362,277.52
47	OPEN DEBT SERVICE FUND	
56	CONSTRUCTION PROJECTS	900,490.74
66	CAPITAL PROJECTS LEVY	528,346.71
		\$ 8,464,908.18
	SALARIES	\$ 3,150,735.49
	TOTAL	<u>\$ 11,615,643.67</u>



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Jessica Hulitt

September 28, 2022  
Date

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

Board Agenda Item XVII. d.

**TITLE:** Recommended Personnel Items

**DATE:** October 6, 2022

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**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.

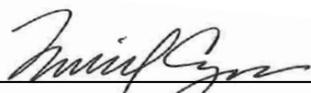
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**FUTURE ACTION/RECOMMENDATION:**

The administration recommends approval of all attached personnel changes.

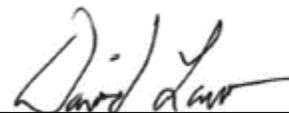
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Submitted by:



Dr. Michael Cyrus  
Executive Director of Human Resources

Concurrence by:



David Law  
Superintendent

**RECOMMENDED PERSONNEL ITEMS**

**I. INSTRUCTION**

APPOINTMENTS	ASSIGNMENT	EFFECTIVE	SALARY
BAUER, ANDREW	GRADE 4, 1.0 FTE, EXC	8/30/22-6/9/23	\$52,623
HUGHES, KIM	SPECIAL ED, 1.0 FTE, CS	9/19/22-6/9/23	\$62,729.52
NAU, ANDREW	SOCIAL STUDIES, 1.0 FTE, MMW	8/31/22-11/23/22	\$15,309.16
PLUEMER, CARRIE	SPEECH LANG PATHOLOGIST, 1.0 FTE, MCEC	9/1/22-9/9/22	\$1,829.93
PLUEMER, CARRIE	SPEECH LANG PATHOLOGIST, 1.0 FTE, MCEC	9/15/22-6/9/23	\$79,602.16
QUINTERO, SONIA	GRADE 1 SPANISH IMMERSION SUPPORT, 0.5 FTE, GR	9/1/22-6/9/23	\$30,615.07
SAHMKOW, JANET	GRADE 5 SPANISH IMMERSION, 0.5 FTE, CS	8/30/22-6/9/23	\$26,987.50
SEEHAFER, HOLLY	SPANISH READING, 0.2 FTE, MWTA	8/30/22-6/9/23	\$16,077.40
SHULTZ, MOLLIE	LANG ARTS, 0.5 FTE, MMW	9/6/22-6/9/23	\$26,167.44
SOUKUP, ASHLEY	GRADE 1, 1.0 FTE, EXC	8/30/22-6/9/23	\$52,623
VAN NEST, ROBIN	READING, 1.0 FTE, MME	2022-23	\$76,952

RESIGNATIONS	ASSIGNMENT	EFFECTIVE	REASON
WIERSUM, MARY	MUSIC, 1.0 FTE, MHS	8/27/22	RETIREMENT

LEAVES	ASSIGNMENT	EFFECTIVE	REASON
ENGDahl, ALYSSA	OCCUPATIONAL THERAPIST, 1.0 FTE, CS/EXC	1/31/23-5/19/23	CHILD REARING
FRIENDS, KATHERINE	ART, 1.0 FTE, EXC	1/12/23-3/10/23	CHILD REARING
HELSETH, ANNE	SPECIAL ED, 1.0 FTE, MHS	11/2/22-11/30/22	MEDICAL
HOPPMANN, JANNA	SOCIAL STUDIES, 0.8 FTE, MHS	9/19/22-9/24/22	MEDICAL
HOPPMANN, JANNA	SOCIAL STUDIES, 0.8 FTE, MHS	9/26/22-1/26/23	CHILD REARING
MURPHY, TARA	KINDERGARTEN SPANISH IMMERSION, 1.0 FTE, GR	2/15/23-6/9/23	CHILD REARING
SITZMAN, CAROLINE N. BELL	GRADE 4, 1.0 FTE, GR	11/2/22-11/10/22	MEDICAL
VANDERHEYDEN, ANGELA	NURSE, 40 HRS/WK, MHS	8/25/22-11/18/22	CHILD REARING

STATUS CHANGES	CURRENT ASSIGNMENT	EFFECTIVE	CHANGE
AUSTERMAN, ERICA	GRADE 3 SUPPORT TEACHER, 0.75 FTE, GR (IN 21-22)	2022-23	GRADE 3 SUPPORT TEACHER, 0.5 FTE, GR
AUSTERMAN, ERICA	GRADE 3 SUPPORT TEACHER, 0.5 FTE, GR	9/9/22-6/9/23	ADD: TEMPORARY ELT, 0.24 FTE, GR (TOTAL OF 0.74 FTE)
CARLSON, CAROLE	RETIRED/RESERVE TEACHER	10/24/22-11/29/22	TEACHER INSTRUCTIONAL COACH LTS, 1.0 FTE, CS (WITH 2
		1/17/23-2/17/23	DIFFERENT DATE RANGES OF WORK TIME, AS LISTED)
CROYLE, JOHN	SOCIAL STUDIES, 1.0 FTE, MHS	9/6/22-1/27/23	ADD: SOCIAL STUDIES T.O. OVERAGE, 0.12 FTE, MHS
DRYKE, JON	PHY ED TEACHER, 0.4 FTE, MMW	9/6/22-6/9/23	ADD: PHY ED LTS, 0.15 FTE, DH (TOTAL OF 0.55 FTE)
EDLEFSEN, CHRISTINE	CLASS D SPEC ED PARA, 6.5 HRS/DAY, SH	9/8/22	SCHOOL COUNSELOR, 1.0 FTE, GR/SH
FOSTER, BETH	RESERVE TEACHER	9/28/22-12/21/22	PHY ED LTS, 1.0 FTE, MMW
HEALY, BRENNIA	NURSE LTS, 40 HRS/WK, MHS, 8/22/22-11/4/22	8/22/22-11/18/22	EXTEND NURSE LTS, 40 HRS/WK, MHS
IVY, TRACY	ASL, 1.0 FTE, MHS	9/6/22-1/27/23	ADD: ASL T.O. OVERAGE, 0.12 FTE, MHS
JANNING, MICHAEL	ORCHESTRA, 1.0 FTE, MMW/MHS	9/6/22-6/9/23	ADD: ORCHESTRA OVERAGE, 0.096 FTE, MHS (TOTAL 1.096 FTE)
KANGAS, KELLY	LANG ARTS, 0.4 FTE, MHS	8/30/22-1/27/23	ADD: LANG ARTS TEMPORARY TEACHER, 0.2 FTE, MHS
LAVOLD, CAROLYN	CLASS C/D STUDY LUNCH/SPEC ED PARA, 35 HRS/WK, MMW	11/8/23-2/3/23	GRADE 6/SCIENCE LTS, 1.0 FTE, MMW
MARSH, MONICA	WILSON READING/TITLE ONE, 0.625 FTE, CS	9/28/22-6/9/23	ADD: TEMP READING, 0.25 FTE, CS (TOTAL OF 0.875 FTE(
MELSNESS, HEATHER	FACS, 0.8 FTE, MHS (IN 21-22)	8/30/22-6/9/23	FACS, 1.0 FTE, MHS
MORAN, MATT	SOCIAL STUDIES, 1.0 FTE, MHS	9/6/22-1/27/23	ADD: SOCIAL STUDIES T.O. OVERAGE, 0.12 FTE, MHS
NELSON, KATHRYN	SPANISH, 0.75 FTE, MME	8/30/22-6/9/23	ADD: SPANISH LTS, 0.15 FTE, MME (TOTAL OF 0.9 FTE)
OLSON, PAUL	ART, 1.0 FTE, MHS	9/6/22-1/27/23	ADD: ART T.O. OVERAGE, 0.12 FTE, MHS
OWENS, SUSAN	GRADE 4 SPANISH IMMERSION, 1.0 FTE, DH (IN 21-22)	2022-23	GRADE 5 SUPPT TEACHER (ENGLISH/SPANISH) 1.0 FTE, DH
PAUTLER, ANDREA	ART, 0.8 FTE, MMW	9/1/22-6/9/23	ADD: ART TEMP TEACHER, 0.2 FTE, ELEARNING MS
RAHN, SARAH	TEACHER ON 1.0 FTE LEAVE OF ABSENCE IN 2022-23	2022-23	TOSA: ASST COORD & DIGITAL/INFO LRNG COORD, 0.4 FTE, SH, WITH 0.6 FTE LEAVE OF ABSENCE
WACKER, GWYNNETH	SCIENCE, 1.0 FTE, MHS	9/6/22-1/27/23	ADD: SCIENCE T.O. OVERAGE, 0.12 FTE, MHS
ZIMMERMAN, MERLIN	LANG ARTS, 1.0 FTE, MHS	8/30/22-6/9/23	ADD: LANG ARTS OVERAGE, 0.12 FTE, MHS (TOTAL OF 1.12 FTE)

**II. BUSINESS AND OTHER NON-INSTRUCTIONAL SERVICES**

APPOINTMENTS	ASSIGNMENT	EFFECTIVE	SALARY
ALFUTH, JOBETHANY	LEVEL I ATTENDANCE OFFICE ASST, 8 HRS/DAY, MHS	9/12/22	\$20.59/HR
ALTIERI, GINA	CLASS D SPEC ED, BUS/TRAFFIC PARA, 6.75 HRS/DAY, MWTA	9/19/22	\$20.75/HR
ALTIC, KELLY	COOK HELPER, 6 HRS/DAY, MWTA	9/6/22	\$17.00/HR
ANDERSON, AMY	EXPLORERS CLUB PRGM ASST, 7 HRS/WK, EXC	8/29/22	\$17.00/HR
ANDREE, TREVOR	CUSTODIAN, 8 HRS/DAY, MHS	9/19/22	\$19.32/HR
BECK, LENE	CLASS D SPEC ED PARA, 18 HRS/WK, SH	9/13/22	\$22.19/HR
BENNETT, SARAH	EXPLORERS CLUB PRGM ASST, 17.5 HRS/WK, MWTA	8/29/22	\$17.00/HR
BROGAN, VICTORIA	CLASS C NAVIGATOR PARA, 4 HRS/DAY, SH	8/31/22	\$19.46/HR
CAMPOS, MINAAL	EXPLORERS CLUB PRGM LEADER, 25 HRS/WK, DH	9/13/22	\$19.00/HR
CARTER-DORF, ANOUK	SWIM INSTRUCTOR/LIFEGUARD, 10 HRS/WK, AQUATICS	9/12/22	\$14.00/HR
CHELLEN, SARAH	MUSIC ACADEMY INSTRUCTOR, 5-20 HRS/WK, MCEC	9/16/22	\$28.36/HR
CHELMINIAK, CATHLEEN	CLASS A LR/PG PARA, 2.25 HRS/DAY, SH	9/19/22	\$19.66/HR
CHEN, WESLEY	EXPLORERS CLUB STUD ASST, 12.5 HRS/WK, SH	9/6/22	\$11.00/HR
CHRISTESEN, DANA	CLASS A LR/PG PARA, 3 HRS/DAY, GR	10/6/22	\$17.45/HR
CURTIS, VALERIE	CLASS D SPEC ED PARA, 3 HRS/DAY, GR		\$19.72/HR
DAVIDSON, KENNETH	EXPLORERS CLUB PRGM SPEC, 8 HRS/DAY, MCEC	9/7/22	\$23.00/HR
DRESCHER, JENNA	CUSTODIAN, 8 HRS/DAY, MHS	9/23/22	\$19.32/HR
FLEMING, JULIE	CLASS D SPEC ED PARA, 6.5 HRS/DAY, CS	9/1/22	\$22.19/HR
FROST, HEIDI	EXPLORERS CLUB PRGM LEADER, 20 HRS/WK, EXC	8/29/22	\$19.00/HR
FULKERSON, KELLEY	CLASS D SPEC ED, BUS/TRAFFICE PARA, 6 HRS 55 MIN/DAY, MWTA	8/31/22	\$19.72/HR
GARD, ANNA	EXPLORERS CLUB PRGM ASST, 9 HRS/WK, MWTA	9/20/22	\$17.00/HR
GRAHN, LUKAS	MTKA MASTERS SWIM COACH, 10-12 HRS/WK, AQUATICS	8/22/22	\$20.00/HR
GREEN, TINESHA	SWIM INSTRUCTOR, 10 HRS/WK, AQUATICS	9/12/22	\$14.00/HR
GUO, SAM	COOK HELPER, 4 HRS/DAY, SH	9/6/22	\$17.00/HR
HAMMOND, KELLEY	EXPLORERS CLUB STUD ASST, 6 HRS/WK, EXC	8/29/22	\$13.00/HR
HANNAN, NICOLE	EXPLORERS CLUB LEAD JR INSTRUCT, 40 HRS/WK, MCEC	9/6/22	\$22.00/HR
HASKIN, KATHERINE	CLASS D ECSE PARA, 14.5 HRS/WK, MCEC	9/8/22	\$22.19/HR
HIRSCH, TONI	CLASS D SPEC ED, BUS/TRAFFIC PARA, 6 HRS 50 MIN/DAY, GR	9/7/22	\$22.19/HR
HOWE, COURTNEY	CLASS A LR/PG PARA, 9.25 HRS/WK, MWTA	10/4/22	\$19.01/HR
JOHNSON, EMILY	CLASS D SPEC ED, BUS/TRAFFIC PARA, 6 HRS 55 MIN/DAY, MWTA	9/19/22	\$22.19/HR
JUST, TOM	EXPLORERS CLUB LEAD JR INSTRUCT, 37.5 HRS/WK, MCEC	8/29/22	\$22.00/HR
KAPKA, MATT	MUSIC ACADEMY INSTRUCTOR, 5-20 HRS/WK, MCEC	9/12/22	\$28.36/HR
KHLIEFAT, EDGARD	MUSIC ACADEMY INSTRUCTOR, 5-20 HRS/WK, MCEC	9/1/22	\$28.36/HR
KORTH, SUSAN	CUSTODIAN, 8 HRS/DAY, MMW	9/16/22	\$19.32/HR
KRAMBEER, ERICKA	EXPLORERS CLUB PRGM LEAD, 17.5 HRS/WK, MWTA	9/19/22	\$19.00/HR
LARIVIERE, JENNIFER	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW	9/6/22	\$19.72/HR
LARSEN, GRACE	JR EXPLORERS CLUB ASST SITE SUPVR, 40 HRS/WK, MCEC	8/30/22	\$23.00/HR
LEWIS, LINDSEY	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MME	9/19/22	\$20.75/HR
LIVINGSTON, JOSHUA	ASST SWIM CLUB COACH, 10 HRS/WK, AQUATICS	9/12/22	\$18.50/HR
MOHAMED, NOOR	CLASS D SPEC ED, BUS/TRAFFIC PARA, 6 HRS 55 MIN/DAY, MWTA	8/30/22	\$20.75/HR
MORSMAN, JEFF	EXPLORERS CLUB STUD ASST, 12.5 HRS/WK, MWTA	9/6/22	\$11.00/HR
OTREMBIA, JENNA	EXPLORERS CLUB ASST SUPVR, 30 HRS/WK, DH	9/28/22	\$21.25/HR
PELSTRING, JENNIFER	CLASS C NAVIGATOR PARA, 6 HRS/DAY, EXC	8/30/22	\$21.92/HR
PETERSON, CHRISTINE	CLASS C NAVIGATOR PARA, 4 HRS/DAY, SH	9/8/22	\$21.92/HR
PRINSEN, PAMELA	EXPLORERS CLUB PRGM LEADER, 22 HR/WK, DH	8/29/22	\$19.00/HR
REISINGER, MAKENNAH	COOK HELPER, 4 HRS/DAY, MHS	9/12/22	\$17.00/HR
ROCHE, ARANTXA	EXPLORERS CLUB STUD ASST, 10 HRS/WK, EXC	9/6/22	\$11.00/HR
ROLSETH, SUSIE	CLASS C SPANISH IMM KINDER PARA, 3 HRS/DAY, MWTA	8/31/22	\$21.92/HR
ROSE, ADAM	CLASS D SPEC ED, BUS/TRAFFIC PARA, 3 HRS 55 MIN/DAY, MWTA	8/31/22	\$22.19/HR
ROTHSTEIN, GRACE	EXPLORERS CLUB PRGM ASST, 6 HRS/WK, SH	9/20/22	\$17.00/HR
SEOW, STEPHANIE	MASTERS SWIM ASST COACH, HOURS VARY, AQUATICS	8/15/22	\$16.00/HR
SHALLCROSS, EVAN	CLASS C CLRM PARA, 6.5 HRS/DAY, MWTA	8/31/22	\$19.46/HR
SHULTZ, MOLLIE	EXPLORERS CLUB STUD ASST, 7.5 HRS/WK, EXC	8/29/22	\$13.00/HR
SIMS, KISA	MUSIC ACADEMY INSTRUCTOR, 5-20 HRS/WK, MCEC	9/1/22	\$31.86/HR
SKINNER, HENRY	CLASS D SPEC ED PARA, 3 HRS/DAY, MMW	9/6/22	\$21.51/HR
SMITH, ASHLEY	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MME	9/21/22	\$22.19/HR
SPOTT, ANNE	ASST SWIM CLUB COACH, 10 HRS/WK, AQUATICS	9/12/22	\$18.00/HR
STARNES, MCKINZY	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MHS	9/8/22	\$21.51/HR
	CLASS C CLRM PARA, 6.5 HRS/DAY, MWTA	8/30/22	\$21.92/HR
	EXPLORERS CLUB STUD ASST, 12.5 HRS/WK, DH	8/29/22	\$13.00/HR

STONE, WALKER	EXPLORERS CLUB STUD ASST, 7 HRS/WK, CS	9/12/22	\$13.00/HR
STRATTON, NICO	EXPLORERS CLUB STUD ASST, HOURS VARY, SH	9/6/22	\$11.00/HR
THOMES, WESTON	EXPLORERS CLUB STUD ASST, 12.5 HRS/WK, SH	8/29/22	\$13.00/HR
TIREVOLD, KIMBERLY	CLASS A LR/PG PARA, 3 HRS 20 MIN/DAY, CS	8/31/22	\$19.66/HR
VARGO, PAULA	CLASS A LR/PG PARA, 9.75 HRS/WK, CS	9/12/22	\$17.45/HR
VASSALLO, JAMIE	EXPLORERS CLUB ASST SITE SUPVR, 40 HRS/WK, SH	8/29/22	\$22.50/HR
WICKESBERG, SARA	COOK HELPER, 4 HRS/DAY, MHS	8/29/22	\$16.16/HR
WINTER, MOLLY	CLASS B ECFE PARA, 10.5 HRS/WK, MCEC	8/31/22	\$19.00/HR
WOZNAK, MARNA	JR EXPLORERS CLUB ASST, 12.5 HRS/WK, MCEC	9/7/22	\$21.92/HR
ZIEBARTH, ELLE	CLASS C CLRM PARA, 4 HRS/DAY, SH	8/29/22	\$17.00/HR
	EXPLORERS CLUB PRGM ASST, 17.5 HRS/WK, DH		

RESIGNATIONS	ASSIGNMENT	EFFECTIVE	REASON
CLEGG, GEORGE	CUSTODIAN, 8 HRS/DAY, DH	9/6/22	RESIGNATION
DOMMER, MEREDITH	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW	8/30/22	RETIREMENT
DUNBAR, JESSICA	EXPLORERS CLUB SITE SUPVR, 8 HRS/DAY, EXC	9/21/22	RESIGNATION
DYE, BRENDAN	CLASS A LR/PG PARA, 5 HRS/WK, GR	8/30/22	RESIGNATION
ESCH, SARAH	EXPLORERS CLUB PRGM LEADER, 5.5 HRS/DAY, GR	9/9/22	RESIGNATION
HAWK, EMILY	CLASS B MTKA PRESCHOOL PARA, 13 HRS/WK, MCEC	10/13/22	RESIGNATION
KROL, MILA	CLASS A LR/PG PARA, 3 HRS/DAY, CS	8/31/22	RESIGNATION
LEISTIKO, ALYSSA	CLASS B SUPVRY PARA, 3 HRS/DAY, MME	6/10/22	RESIGNATION
LINDGREN, ELIZABETH	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MHS	6/10/22	RESIGNATION
MASTON, PAULA	CLASS A LR/PG PARA, 2.5 HRS/WK, MWTA	8/26/22	RESIGNATION
RIVERA LEON, MARILUZ	COOK HELPER, 4 HRS/DAY, GR	8/15/22	RESIGNATION
SKAHEN, DAWN	CLASS C SPANISH IMM PARA, 6.75 HRS/DAY, CS	8/29/22	RESIGNATION
SMITH, TERI	COOK HELPER, 4 HRS/DAY, MMW	9/30/22	RESIGNATION
STEPHENS, DENNIS	CLASS D SPEC ED, BUS/TRAFFIC PARA, 7.25 HRS/DAY, DH	8/12/22	RETIREMENT
WOESE, ELIZABETH	CLASS A LR/PG PARA, 2.5 HRS/DAY, GR	9/16/22	RESIGNATION
	CLASS D SPEC ED PARA, 4 HRS/DAY, GR		
	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW	8/31/22	RESIGNATION

LEAVES	ASSIGNMENT	EFFECTIVE	REASON
BUCHSTABER, DEBORAH	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MHS	2022-23	PERSONAL
CORNELIUS, MARY	COMMUNICATIONS SPECIALIST, 1.0 FTE, DSC	11/30/22-2/17/23	CHILD REARING
HEDTKE, NIKKI	EXPLORERS CLUB PRGM LEADER, 36.5 HRS/WK, DH	9/7/22-12/22/22	STUDENT TEACHING
SCHLAPKOHL, KRISTIN	CLASS C KINDER PARA, 3 HRS/DAY, MWTA	2022-23	PERSONAL
SCHULZ, BRITTNEY	CLASS D SPEC E D PARA, 3.5 HRS/DAY, MWTA	11/21/22-2/20/23	CHILD REARINGT
WOZNAK, MARNA	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MHS	10/10/22-10/21/22	PERSONAL
	CLASS C CLRM PARA, 4 HRS/DAY, SH		

STATUS CHANGES	CURRENT ASSIGNMENT	EFFECTIVE	CHANGE
ARULANANTHAM, CHRISTINE	PARA SUB	9/28/22	ADD: TONKA CARES PROJECT COORD, 12 HRS/WK, DSC
BLONG, TRACY	CLASS D SPEC ED PARA, 6 HRS/DAY, SAIL	9/19/22	CLASS C KINDER PARA, 3 HRS/DAY, DH
DADASHEV, DENNIS	GIRLS SWIM & DIVE ASST COACH, MHS	9/12/22	ADD: MTKA AQUATICS REC ACT COORD, 1.0 FTE, AQUATICS
ERANI, MARY	LEAVE OF ABSENCE IN 2021-22	2022-23	CLASS C CLRM PARA, 15 HRS/WK, MWTA
FLAHERTY, SAMANTHA	CLASS D SPEC ED, BUS/TRAFFIC PARA, 6.5 HRS/DAY, GR	2022-23	CLASS C SPAN IMM KINDER PARA, 4.5 HRS/DAY, GR
GONZALEX BURELO, MIRNA	CLASS A LR/PG PARA, 3 HRS/DAY, DH	2022-23	CLASS D SPEC ED, BUS/TRAFFIC PARA, 2 HRS/DAY, GR
GOODWYNE, PATRICIA	CLASS C SPANISH IMM KINDER PARA, 3 HRS/DAY, DH	2022-23	EXPLORERS CLUB PRGM ASST, 7.5 HRS/DAY, MCEC
GRAHAM, SARAH	PARA SUB	2022-23	CLASS C CLRM PARA, 5 HRS/DAY, SH
GRESHAM, GINA	CLASS C SPAN IMM & BUS/TRAFF PARA, 6 HRS, 5 MIN/DAY, GR	2022-23	CLASS C NAVIGATOR PARA, 4 HRS/DAY, SH
GRUND, MELISSA	CLASS A LR/PG PARA, 1 HR/DAY, GR	2022-23	CLASS D SPEC ED, BUS/TRAFF PARA, 5 HRS 40 MIN/DAY, GR
GUSE, TATJANA	CLASS C ADV LRNG PARA FOR I.I., 14 HRS/WK, MWTA	2022-23	CLASS A LR/PG PARA, 1 HR/DAY, GR
HARTLEY, DEBORAH	EXPLORERS CLUB PRGM ASST, 6 HRS/DAY, MCEC	2022-23	CLASS C ADV LRNG PARA FOR I.I., 14 HRS/WK, CS
HAUGE, MARY	PARA SUB	2022-23	CLASS C ADV LRNG PARA FOR PROJ THINK, 7 HRS/WK, CS
	CLASS A LR/PG PARA, 2 HRS 20 MIN/DAY, GR	2022-23	ADD: CLASS A LR/PG PARA, 2 HRS/DAY, SH
	CLASS C EXEC FUNCT PARA, 30 MIN/DAY, GR		CLASS B SUPVRY PARA, 30 MIN/DAY, MMW
			CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW
			CLASS A LR/PG PARA, 3.5 HRS/DAY, GR
			CLASS C EXEC FUNCT PARA, 30 MIN/DAY, GR
			CLASS D SPEC ED PARA, 3 HRS/DAY, GR

HEITKAMP, EILEEN	LEAVE OF ABSENCE IN 2021-22	2022-23	CLASS C CLRM PARA, 15 HRS/WK, MWTA
HELMKEN, KAY	CLASS D SPEC ED PARA, 6 HRS/DAY, EXC PARA SUB	2022-23 2022-23	CLASS C RSK PARA, 6.5 HRS/DAY, GR CLASS D SPEC ED PARA, 5 HRS/DAY, MMW
HILL, ALYSSA	CLASS A LR/PG PARA, 1 HR/DAY, GR	2022-23	CLASS A LR/PG PARA, 3 HRS/DAY, GR
HOLLAND, LUCIE	CLASS D SPEC ED, BUS/TRAFF PARA, 2 HRS 40 MIN/DAY, GR	8/31/22	CLASS D SPEC ED, BUS/TRAFF PARA, 3 HRS 20 MIN/DAY, GR
KLUKKEN, EMILY	CLASS D SPEC ED PARA, 6 HRS/DAY, CS	9/23/22	CLASS C NAVIGATOR PARA, 4 HRS/DAY, EXC
MAKIN, CINDY	PARA SUB	2022-23	ADD: CLASS A LR/PG PARA, 2 HRS 35 MIN/WK, MWTA
MILLER, JOAN	CLASS A LR/PG PARA, 2.75 HRS/DAY, GR	9/6/22	CLASS A LR/PG PARA, 3 HRS/DAY, GR
NELSON, ASHELEY	CLASS D SPEC ED, BUS/TRAFF PARA, 7 HRS/DAY, MWTA	9/26/22	CLASS D SPEC ED PARA, 6 HRS/DAY, MWTA
PARKHURST, MARGARET	CLASS A LR/PG PARA, 9 HRS/WK, MWTA PARA SUB	9/12/22	LEVEL III SCHOOL OFFICE ASST, 2 HRS/DAY, MWTA
RIEDEL, LAUREN	CLASS C CLRM PARA, 3.5 HRS/DAY, MWTA	2022-23	ADD: CLASS D SPEC ED PARA, 11.25 HRS/WK, MWTA
SARCIA, GABRIELLE	CLASS D SPEC ED, BUS/TRAFF PARA, 4 HRS 5 MIN/DAY, MWTA	9/12/22	CLASS D SPEC ED PARA, 6.25 HRS/DAY, DH
SMITH, KRISTA	CLASS C EXEC FUNCT PARA, 10 HRS/WK, MWTA	2022-23	LEVEL III YOUTH PRGM OFFIC ASST, 8 HRS/DAY, MCEC
STREIFEL, TANYA	CLASS A LR/PG PARA, 2.5 HRS/DAY, GR	9/21/22	ADD: CLASS C ART CLRM PARA, 3.5 HRS/DAY, MWTA
TURNBLAD, KRISTEN	RESERVE TEACHER	9/22-11/22	CLASS C KINDER CLRM PARA, 6 HRS/DAY, GR
TUTTLE, HEIDI	ASST SUPERVISOR FOR NUTRITION SERVICES, 1.0 FTE, DSC		ADD: CLASS C ADV LRNG: PROJ THINK PARA, 7 HRS/WK, DH
VANSURSKUM, AMY	CLASS C BEHAVIOR PLANNING PARA, 4 HRS/DAY, CS	2022-23	ADD: \$6,000 STIPEND FOR INTERIM SUPERVISOR OF NUTRITION SERVICES, DSC
VEGA MAYERLE, MELISSA	CLASS D SPEC ED PARA, 1 HR/DAY, CS	8/31/22	CLASS C BEHAVIOR PLANNING PARA, 6 HRS/DAY, CS
WENHAM, ROBYN	CLASS D SPEC ED PARA, 6.5 HRS/DAY, CS		CLASS C KINDER PARA, 3 HRS/DAY, EXC
YORK, MARVIN	CLASS C SPAN IMM KINDER PARA, 4.5 HRS/DAY, GR	2022-23	CLASS D SPEC ED PARA, 3.5 HRS/DAY, EXC
	CLASS D SPEC ED PARA, 1.5 HRS/DAY, GR	8/31/22	CLASS C SPANISH IMM KINDER PARA, 3 HRS/DAY, GR
	CLASS A LR/PG PARA, 3 HRS/DAY, DH	2022-23	PARA SUB
	RETIRED AS OF DECEMBER 2021		CLASS A LR/PG PARA, 3 HRS/DAY, GR

### III. IN-DISTRICT APPOINTMENTS

APPOINTMENT	ASSIGNMENT	BUILDING	EFFECTIVE	SALARY
AMBERG, MIKAYLA	CHEER COACH, MIDDLE SCHOOL, MCE	MME	8/29/22	\$1,315
AMENTA, ELLIOT	BOYS CROSS COUNTRY RUNNING ASST COACH	MMW	9/7/22-10/28/22	\$2,442
ANDERSON, MICHAEL	DISTRICT DEPT CHAIR: INSTRUMENTAL MUSIC 4-12	MME	2022-23	\$3,560
BARKER, ALEX	GIRLS TENNIS HEAD COACH	MMW	9/6/22-10/28/22	\$3,256
BARRETT, KAITLYN	MARCHING BAND COLOR GUARD DIRECTOR-FALL	MHS	9/2022-10/2022	\$2,526
BARRETT, KAITLYN	MARCHING BAND COLOR GUARD DIRECTOR-WINTER	MHS	12/2022-4/7/23	\$2,526
BAUMER, ALYSSA	LEGACY 2024 CO-ADVISOR	MHS	2021-22	\$500
BAUMER, ALYSSA	LEGACY 2024 CO-ADVISOR	MHS	2022-23	\$500
BEARE, CAROL	GIRLS CROSS COUNTRY RUNNING ASST COACH	MMW	9/6/22-10/28/22	\$2,442
BEIL, COLIN	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$2,000
BELL, JASON	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
BENSON, KARI	DECA CO-ADVISOR	MHS	2022-23	\$3,473.33
BICKETT, STELLA	GYMNASTICS STUDENT ASST COACH, MCE	MHS	9/6/22	\$11.83/HR
BIERLY, DAVE	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$2,084.96
BJORLIN, PETER	VOLLEYBALL HEAD COACH	MMW	9/6/22-10/28/22	\$4,080
BOWMAN, KATELYN	VOLLEYBALL ASST COACH	MHS	8/15/22-11/12/22	\$4,519.76
BOYD, JACLYN	GRADE 3 ELEMENTARY CHOIR DIRECTOR	DISTRICT	2022-23	\$3,355
BROWN, TERRY	MEN OF COLOR CO-ADVISOR	MHS	2022-23	\$1,052.33
BRUESEHOFF, DAWN	VOLLEYBALL HEAD COACH	MME	9/6/22-10/27/22	\$4,120
CARLSON, JOE	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$2,042.12
CARTER, TRISTAN	GOLF HEAD COACH	MME	9/6/22-10/28/22	\$3,373
CASTILLO, CHRISTINE	DEPARTMENT CHAIR: HEALTH K-5	MWTA	2022-23	\$2,373
CASTILLO, SHANIA	WOMEN OF COLOR CO-ADVISOR	MHS	2022-23	\$1,052.34
CHRISTENSON, JON	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,426
CIACCIO, TERESE	DECA CO-ADVISOR	MHS	2022-23	\$3,473.33

CRONIN, MORGAN	JUNIOR FIRST MATES DIRECTOR	MMW	2022-23	\$2,500
CROYLE, JOHN	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
DAMMANN, BRYAN	CONCURRENT ENROLLMENT CERTIFICATION-CIS STIPEND	MHS	2022-23	\$1,500
DAMMANN, BRYAN	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
DICKINSEN, BRENNAN	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
ENGSTROM, REBECCA	VOLLEYBALL ASST COACH	MMW	9/6/22-10/28/22	\$2,883
ERBISCH, PAULA	SPELLING BEE, DISTRICT COORD	DISTRICT	2022-23	\$1,516
ESCH, MARK	HEAD FOOTBALL COACH	MHS	8/15/22-11/26/22	\$7,773
FARRELL, JERRY	MTKA RUN CLUB LEAD INSTRUCTOR, MCE	MWTA	9/12/22	\$19.99/HR
FITZPATRICK, JAMIE	INTERNATIONAL STUDIES: SPAIN PRGM COORD	MHS	2022-23	\$1,565
FRANCOIS, ROD	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,426
GOESER, KRISTIN	UNIFIED SPECIAL OLYMPICS CO-HEAD/CO-ASST ADVISOR	MHS	2022-23	\$2,210
GOMER, CONNOR	LEGACY 2024 CO-ADVISOR	MHS	2021-22	\$500
GOMER, CONNOR	LEGACY 2024 CO-ADVISOR	MHS	2022-23	\$500
GONDECK-BECKER, DAVID	VOLLEYBALL ASST COACH	MMW	9/6/22-10/28/22	\$2,883
GORMAN, MATT	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,426
GRIFFITH, ALEX	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$2,000
GURLEY, CARIENO	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$3,129.80
GURLEY, CAREINO	MEN OF COLOR CO-ADVISOR	MHS	2022-23	\$1,052.34
HALE, BRIDGET	ADHD LAB COORD	MME	2022-23	\$3,500
HARLEY, CLAIRE	MODEL UN ADVISOR	MHS	9/2022-3/2023	\$3,393
HARRINGTON, JENNIFER	GR. 4/5/6 ELEM CHOIR ASST DIRECTOR (TO S. BOYD)	DISTRICT	2022-23	\$2,380
HARRINGTON, JENNIFER	GRADE 3 ELEM CHOIR ASST DIRECTOR (TO M. SCHWARTZ)	DISTRICT	2022-23	\$2,380
HARRINGTON, JENNIFER	GRADE 3 ELEM CHOIR ASST DIRECTOR (TO J. BOYD)	DISTRICT	2022-23	\$2,380
HAYDEN, CHARISSA	DEBATE TEAM ADVISOR-FALL	MHS	9/2022-12/2022	\$3,157
HAZEN, JEN	DRAMA-6 <sup>TH</sup> GR MUSICAL VOCAL DIRECTOR	MME	9/28/22-11/19/22	\$2,888
HENDRICKSON, GRANT	INTERNATIONAL STUDIES: RUSSIA/SERVIC PRGM COORD	MHS	2022-23	\$1,565
HERBST, LAURA	AP/IB COORD: SUMMER WORK	MHS	2021-22	\$4,000
HOEFT, CARSON	BOYS HEAD CROSS COUNTRY RUNNING COACH	MME	9/6/22-10/27/22	\$3,492
HOWARD, ANDREW	GOLF ASST COACH	MME	9/6/22-10/28/22	\$2,442
IKOLA, TESSA	CONCURRENT ENROLLMENT CERTIFICATION: CIS STIPEND	MHS	2022-23	\$1,895
JOHNSON, ALEX	CONCURRENT ENROLLMENT CERTIFICATION: CIS STIPEND	MHS	2022-23	\$2,035
JOHNSON, ALEX	COURSEWORK COMPLETION FOR CONCURR ENROLL STIPEND	MHS	2022-23	\$1,500
JOHNSON, ALEX	NATIONAL HONORY SOCIETY ADVISOR	MHS	2022-23	\$4,656
JORE, AMY	DRAMA-ASST DIRECTOR	MME	9/28/22-11/19/22	\$2,130
JORE, AMY	DRAMA-COSTUME DESIGN	MME	9/28/22-11/19/22	\$1,752
KARON, ISMAIL	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
KATZENBERGER, KARL	VOLLEYBALL HEAD COACH	MHS	8/15/22-11/12/22	\$6,642
KESKEY, BETH	GIRLS CROSS COUNTRY RUNNING COACH	MMW	9/6/22-10/28/22	\$3,256
KING, ALAINA	GYMNASTICS STUDENT COACH, MCE	MHS	9/14/22	\$11.83/HR
KOHOUT, CHRISTINE	DEPARTMENT CHAIR: PHY ED K-5	DISTRICT	2022-23	\$3,560
KOTTOM, ERIK	INTERNATIONAL STUDIES: SOUTH KOREA PILOT PRGM COORD	MHS	2022-23	\$500
KYLLO BECHER, SARAH	GIRLS TENNIS ASST COACH	MMW	9/6/22-10/28/22	\$2,559
LARSEN, CURTIS	ACTIVITIES COORDINATOR	MMW	2022-23	\$7,654
LUDVIGSON, ZACH	CONCURRENT ENROLLMENT CERTIFICATION: CIS STIPEND	MHS	2022-23	\$2,032
LUDVIGSON, ZACH	COURSEWORK COMPLETION FOR CONCURR ENROLL STIPEND	MHS	2022-23	\$1,500
LUNDELL, BRENT	GIRLS TENNIS HEAD COACH	MHS	8/15/22-10/28/22	\$5,662
LUNDGREN, DAVE	GIRLS TENNIS HEAD COACH	MME	9/6/22-10/27/22	\$3,492
MAKI, JONATHAN	ART CLUB ADVISOR/COMIC ART CLUB ADVISOR	MHS	2022-23	\$1,321.50
MANDERY, MICLARYN	CHEER COACH, MIDDLE SCHOOL, MCE	MME	8/29/22	\$1,315
MASTELLER, CHET	INTERNATIONAL STUDIES: SOUTH AFRICA PRGM COORD	MHS	2022-23	\$1,565

MCALLISTER, LIZ	DRAMA-FALL MUSICAL DIRECTOR	MME	9/28/22-11/19/22	\$4,025
MCCASHIN, KELLY	DEPARTMENT CHAIR: HEALTH K-5	MWTA	2022-23	\$2,373
MCIVOR, MELANIE	GRADES 4/5/6 CHOIR DIRECTOR	DISTRICT	2022-23	\$3,355
MCIVOR, MELANIE	GRADES 4/5/6 CHOIR ASST DIRECTOR	DISTRICT	2022-23	\$2,380
MEEHAN, KIM	CONCURRENT ENROLLMENT CERTIFICATION: CIS STIPEND	MHS	2022-23	\$2,036
MONAGHAN, KIERAN	ACTIVITIES COORDINATOR	MME	2022-23	\$7,773
MOSIMAN, KELLEY	INTERNATIONAL STUDIES: GREECE PRGM COORD	MHS	2022-23	\$1,565
NELSON, JESSE	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,543
NEWMAN, JOEL	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$3,000
OLSON, STACIE	GIRLS HEAD CROSS COUNTRY RUNNING COACH	MME	9/6/22-10/27/22	\$5,237.91
OPSAL, JASON	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
PEASE, STUART	LITERARY MAGAZINE ADVISOR	MHS	2022-23	\$2,643
PICHA, TAMMY	CONCURRENT ENROLLMENT CERTIFICATION: CIS STIPEND	MHS	2022-23	\$1,500
PIERCE, JOHN	VOLLEYBALL ASST COACH	MHS	8/15/22-11/12/22	\$4,751.04
ROELS, RENEE	DRAMA-6 <sup>TH</sup> GRADE FALL MUSICAL-SET DESIGN	MME	9/28/22-11/19/22	\$1,752
ROGERS, ALLESSANDRA	LEGACY 2026 CO-ADVISOR	MHS	2022-23	\$500
ROSEN, PAUL	JAZZ BAND TOO ADVISOR	MHS	2022-23	\$2,762
SAINDON, JOHN	GIRLS TENNIS ASST COACH	MMW	9/6/22-10/28/22	\$2,559
SALCEDO, JUAN PABLO	EARTH CLUB ADVISOR	MHS	2022-23	\$1,263
SAMMELSON, JEANNE	JUNIOR FIRST MATES ADVISOR	MMW	2022-23	\$1,500
SCHOENEBERGER, ANNA	CROSS COUNTRY RUNNING ASST COACH	MME	9/6/22-10/27/22	\$3,946.52
SCHULTZ, GINNA	STUDENT GOVERNMENT ASST ADVISOR	MME	2022-23	\$1,894
SHERRY, JOE	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$2,000
SORENSEN, DAWN	VOLLEYBALL ASST COACH	MME	9/6/22-10/27/22	\$3,119
STEPHAN, JOSH	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,662
STEPHEN, JAMES	VOLLEYBALL ASST COACH	MHS	8/15/22-11/12/22	\$4,751.04
STILES, TOM	DEPARTMENT CHAIR: SCIENCE 6-8	MME	2022-23	\$3,560
STOCK, JESSICA	VOLLEYBALL ASST COACH	MME	9/6/22-10/27/22	\$3,119
SWENSON, KELLY	STUDENT GOVERNMENT HEAD ADVISOR	MME	2022-23	\$3,906
TESDAHL, BRYCE	STRENGTH TRAINING/WEIGHT ROOM SUPVR-FALL	MHS	9/1/22-10/31/22	\$2,600
THOMAS, DAVE	QUIZ BOWL ASST ADVISOR	MHS	9/2022-3/2023	\$2,762
THOMAS, JUDITH	QUIZ BOWL ADVISOR	MHS	9/2022-3/2023	\$3,393
TOLEN, ROD	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,426
TOLEN, ROD	MEN OF COLOR (ATHLETIC WELLNESS) COORD-FALL	MHS	9/2022-11/2022	\$3,157
TOLEN, ROD	MEN OF COLOR (ATHLETIC WELLNESS) COORD-WINTER	MHS	12/2022-2/2023	\$3,157
TOLEN, ROD	MEN OF COLOR (ATHLETIC WELLNESS) COORD-SPRING	MHS	3/2023-6/9/23	\$3,157
TRAVIS, DAMARIUS	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,000
TRINH, NOLAN	DEBATE TEAM ASST ADVISOR	MHS	9/2022-12/2022	\$2,273.40
VADREVU, ANIRUDH	GIRLS TENNIS ASST COACH	MHS	8/15/22-10/28/22	\$1,400
WACKER, GWYNNETH	INTERNATIONAL STUDIES: GERMANY PRGM COORD	MHS	2022-23	\$1,565
WACKER, GWYNNETH	INTERNATIONAL STUDIES: NORWAY PRGM COORD	MHS	2022-23	\$1,565
WALKER, HAILEY	CHEER COACH, MIDDLE SCHOOL, MCE	MME	8/29/22	\$1,315
WESTMEYER, JON	ASST FOOTBALL COACH	MHS	8/15/22-11/26/22	\$5,107.64
WITHERS, GERALD	MEN OF COLOR CO-ADVISOR	MHS	2022-23	\$1,052.33
WOODRUFF, REILLY	YEARBOOK ADVISOR	MMW	2022-23	\$2,652
WOODRUFF, REILLY	ADHD LAB COORD	MMW	2022-23	\$3,500
ZIMPRICH, BAILEY	VOLLEYBALL ASST COACH	MHS	8/15/22-11/12/22	\$3,900

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

**Board Agenda Item XVII. e**

**Title: Gifts and Donations**

**Date: October 6, 2022**

**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 donations to be placed in the Groveland Elementary Principal Discretionary Fund:

FrontStream	\$33.32
The Blackbaud Giving Fund	\$135.00

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

Target c/o Cyber Grants	\$60.00
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**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Scenic Heights Elementary School Principal Discretionary Fund:

Brent Rickenbach	\$97.24
Ramar Tan	\$50.00
Kurt Hoddinot	\$200.04
B of A Charitable Foundation	\$35.00

**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Deephaven Elementary School Curricular Choice Grants Fund:

Deephaven Elementary PTA	\$8500.00
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**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Deephaven Elementary School Playground Equipment Fund:

Deephaven Elementary PTA	\$350.00
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**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Excelsior Elementary School Principal Discretionary Fund:

The Blackbaud Giving Fund	\$127.20
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**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Excelsior Elementary School:

Furniture Distributors	Various Furniture Items
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**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Excelsior Elementary School Staff Allocation Fund:

Excelsior Elementary PTO \$15,000.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Excelsior Elementary School Summer Program Fund:

Excelsior Elementary PTO \$5000.00

**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Minnetonka Middle School East Student Planner Fund:

Minnetonka Middle School East PTA \$4695.51

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

The Blackbaud Giving Fund \$200.00

**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 \$16.80

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

U'Sagain, LLC \$46.28

**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Minnetonka High School Dr. Dennis Peterson Scholarship Fund:

ERDI \$400.00  
Mike LeSage & Family \$500.00

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

Dawn Bennett 2008 Chevy Cobalt

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Girls Tennis Fund:

Steven & Heather Roberts \$500.00

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**TOTAL GIFTS AND DONATIONS FOR 2022-2023\*** = **\$343,510.51**

\*Total amount reflects gifts & donations submitted for board approval in 2022-2023.

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

**CONSENT**

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

**Board Agenda Item XVII. f**

**Title:** Electronic Fund Transfers

**Date:** October 6, 2022

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**EXECUTIVE SUMMARY:**

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

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**RECOMMENDATION:**

It is recommended that the School Board approve the attached automatic withdrawals and investments from the General Fund for August 2022.

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**Submitted by:**



Paul Bourgeois, Executive Director of Finance & Operations



**School Board  
Minnetonka I.S.D. #276  
5621 County Road 101  
Minnetonka, MN 55345**

**Board Agenda Item XVII. g**

**TITLE:** Approval of Policy 430 Reserve Teachers

**DATE:** October 6, 2022

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**BACKGROUND**

Policy 430 provides the basis for retaining teachers in a substitute capacity, typically on an on-call, daily basis.

There are two primary changes proposed to the current policy: an increase in the daily wage the District offers and to establish a fourth tier of earnings for reserve teachers. There are typographical errors in the legacy policy with regard to days of eligibility that are being proposed for correction; this will bring policy into line with actual practice in the District.

We are attaching the remuneration schedule for reserve teachers. Given the difficulty districts have in finding reserve teachers, Minnetonka included, the Administration wishes to increase the compensation level for these casual employees. We propose a raise across our traditional three tiers of reserve pay that averages 5.1% for the current school year. In addition, we are proposing a fourth tier of earnings for reserve teachers who have already been placed at and worked at the formerly highest tier, which we now call Tier C. The daily rate for Tier D is 2.5% higher than Tier C. The cost to the District for raising daily wages about 5% is estimated to be \$93,000. Adding an additional tier of compensation should increase our overall reserve cost by \$1,000.

It should be noted that Tiers A-C are based on a lifetime of days worked as a reserve teacher. Tier D will only be available for a given school year; after completing a year at Tier D, the reserve's wages will be dialed back to the Tier C level until the specified threshold is met for that year. Having this fourth tier is a way for us to reward our most loyal on-call employees each year.

In refining this recommendation for increases, we looked closely at pay data from neighboring districts. In terms of the entry rate for bringing a new teacher reserve on board, the new rate will place us about 6% below the mean among a wide swath of suburban school districts. Among our five-district comparison group, we will be about 5% below the mean at the entry level, but almost equal in the next tier and slightly above in the next two. We believe that the proposed wage increase and additional compensation level will make us more competitive with our nearest comparison districts.

Finally, we know that the cost of labor is increasing even within our district. To date, we have settled five labor contracts and the average wage increase, under the Board's parameters has been about 5%. The increase that is proposed here is approximately equal, though rounded to keep dollar amounts even.

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**RECOMMENDATION/FUTURE ACTION:**

That the School Board approve the changes noted under Policy 430 and adopt the proposed wage structure for the remainder of the school year and next year.

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Submitted by:



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Michael Cyrus, Executive Director of Human Resources

Concurrence:



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David Law, Superintendent of Schools

# MINNETONKA PUBLIC SCHOOLS

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## POLICY #430: RESERVE TEACHERS

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### I. POLICY STATEMENT

Selection and placement of competent reserve teachers in the Minnetonka School District is essential to ensuring coverage of classrooms in the absence of regular teachers. The continuity of programs and curriculum implementation is also affected by the quality of the reserve teachers available for teaching assignments. The District Human Resources office will develop a system to provide for reserve teachers and will work together with building administrators to assure an effective deployment of reserve teachers.

### II. DEFINITIONS

Reserve teacher – a licensed teacher who meets the qualifications as defined by the State Board of Teaching, the Minnesota Department of Education, and who has been approved by the Minnetonka School District Human Resources Department for assignments in the district.

### III. REGULATIONS

A. The recruitment, selection and general supervision of reserve teachers and the administration of the reserve teacher policy shall be the responsibility of the Executive Director of Human Resources.

1. The building principals shall determine if a reserve teacher is necessary when a teacher is absent and shall be responsible for the daily supervision of reserve teachers within the building.

B. The reserve teacher shall hold a valid Minnesota teacher license.

1. It is the policy of the District that, whenever possible, the reserve teacher shall be assigned to teach in the licensed major or minor area.
2. Consistent with Minnesota licensing requirements, the reserve teacher must teach only in the licensed major or minor area for assignments longer than 15 days.

C. Orientation.

1. The District shall conduct a general orientation for those reserve teachers who desire it prior to the start of the school year. The District shall also provide a Reserve Teacher Handbook for each reserve teacher placed on the district roster.

2. Building principals shall be responsible for the orientation of reserve teachers within the building.
- D. The working day for a reserve teacher shall normally be the same as the working day for the regular teacher whom they replace.
- E. Remuneration.
1. The Board shall periodically review the respective pay rates and adjust as they shall determine.
    - a. Except as indicated in E 1.2 below, the daily salary received shall be computed as a proportion of the basic daily casual rate in accordance with the number of hours worked.
    - b. When reserve teaching services are provided by an individual who is otherwise regularly employed in the District in another capacity, payment for reserve teaching services which occur outside the individual's regular employment shall be compensated at the designated rate for such service.
  2. After reserve teaching five (5) days at the same assignment, the reserve teacher shall be paid on a long-term basis, which shall be the first step of the salary schedule (BA Lane 1, Step 1), beginning on the sixth day in the assignment.
    - a. When it is known in advance by the employer that the teaching assignment will extend beyond five days, the reserve teacher may be paid on the long-term basis beginning on the first day of the assignment, at the discretion of the Superintendent or designee.
  3. Long-Term Substitute Contract
    - a. Long-term substitute teacher contract shall be issued under the following circumstances:
      - i. When it is known in advance by the employer that the teacher's absence will exceed thirty (30) working days; or
      - ii. When a long-term assignment extends past thirty (30) working days and the return of the classroom teacher is not imminent. In this event, the long-term substitute teacher contract shall be effective as of the thirty-first (31st) consecutive day of the assignment.
    - b. Payment under a long-term substitute contract shall be at the lane and step agreed to by the District and the teacher, taking into consideration relevant education and teaching experience. The final decision on placement shall be made by the District.

#### IV. REFERENCE TO CURRENT RATES

- A. All days worked on a daily casual or long-term, non-contract basis, or on a contract basis, shall be counted in determining the number of days worked as a reserve teacher during the school year.
  - B. Tenured Minnetonka teachers who have retired from or otherwise left the employment of the District in good standing shall receive a differential rate established by the Board.
  - C. For teachers who work at least thirty-five (35) days but less than sixty-one (61), the rate of pay shall be at a differential established by the Board. For teachers who work at least ~~sixty (60)~~ sixty-one (61) days, the rate of pay shall be at a differential established by the Board.
  - D. For teachers who work at least thirty-five (35) days in a given school year, but have already earned the sixty-one (61) day rate by the conclusion of the previous school year year, the rate of pay shall be a differential established by the Board.
- D. E. A Reserve teacher assigned a greater than normal class load shall receive additional compensation at a rate set by the Board.

#### V. FRINGE BENEFITS

With the exception of teachers employed under the conditions of Section 3 above, reserve teachers are not eligible for fringe benefit programs. Those teachers receiving long-term substitute contracts under Section 3 would qualify for benefits only if the thresholds in the regular teacher bargaining agreement are met.

#### VI. SCHOOL CANCELLATIONS

When school is cancelled due to weather or other factors, communication with staff and with the public shall be in accord with District policy. A school cancellation automatically discontinues the need for services for the reserve teacher. No compensation will be provided to the reserve teacher in these circumstances.

*Approved: August 18, 2005*

*Reviewed: October 28, 2021*

*Approved: November 4, 2021*

*Reviewed: September 15, 2022*

*Approved: October 6, 2022*

**Daily Casual Rates Under Policy #430. Reserve Teacher Rates**  
**School Year 2021-22**

1. Beginning November 8, 2021, rates of pay for reserve teachers shall be as follows:

A. From the first day of reserve teaching through thirty-four (34) days, \$137 per diem.

B. From thirty-five (35) days through sixty (60) days, \$142 per diem.

C. From sixty-one (61) days and up during the same school year, \$153 per diem.

<b>Days</b>	<b>Full Day: More Than 4 Hours</b>	<b>Half Day: 4 Hours or Less (70% of daily rate)</b>
0-35	\$137	\$96
36-60	\$142	\$99
61-over	\$153	\$107

2. Tenured Minnetonka teachers who have retired or otherwise left the employment of the District in good standing shall be paid at the rate indicated for 61 days or over.

3. A reserve teacher assigned a greater than normal class load shall receive additional compensation at the rate of \$25.00 per hour.

*Approved by School Board Action: August 3, 2006*

*Reviewed: October 28, 2021*

**Daily Casual Rates Under Policy #430. Reserve Teacher Rates**

School Year 2022-23

1. Beginning September 7, 2022, October 10, 2022 rates of pay for reserve teachers shall be as follows:
  - A. From the first day of reserve teaching through thirty-four (34) days, \$140 \$144 per diem.
  - B. From thirty-five (35) days through sixty (60) days, \$146 \$149 per diem.
  - C. From sixty-one (61) days and up during the same school year, \$157 \$161 per diem.
  - D. After ending the previous school year at the Tier C wage and after 35 days into the current school year, \$165 per diem through the end of the current school year.

<b><u>Tier</u></b>	<b>Days</b>	<b>Full Day: More Than 4 Hours</b>	<b>Half Day: 4 Hours or Less (70% of daily rate)</b>
<u>A</u>	<u>0- 35-34</u>	<u>\$140 \$144.00</u>	<u>\$98-\$100.80</u>
<u>B</u>	<u>35 36-60</u>	<u>\$146 \$149.00</u>	<u>\$102-\$104.30</u>
<u>C</u>	61-over	<u>\$157 \$161.00</u>	<u>\$110 \$113.70</u>
<u>D</u>	<u>35 beyond Tier C (annually)</u>	<u>\$165.00</u>	<u>\$115.50</u>

2. Tenured Minnetonka teachers who have retired or otherwise left the employment of the District in good standing shall be paid at the rate indicated for 61 days or over (Tier C).
3. A reserve teacher assigned a greater than normal class load shall receive additional compensation at the rate of \$25.00 per hour.

*Approved by School Board Action: August 3, 2006*

*Reviewed: October 28, 2021*

*Reviewed: September 15, 2022*

*Approved: October 6, 2022*

# MINNETONKA PUBLIC SCHOOLS

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## POLICY #430: RESERVE TEACHERS

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### I. POLICY STATEMENT

Selection and placement of competent reserve teachers in the Minnetonka School District is essential to ensuring coverage of classrooms in the absence of regular teachers. The continuity of programs and curriculum implementation is also affected by the quality of the reserve teachers available for teaching assignments. The District Human Resources office will develop a system to provide for reserve teachers and will work together with building administrators to assure an effective deployment of reserve teachers.

### II. DEFINITIONS

Reserve teacher – a licensed teacher who meets the qualifications as defined by the State Board of Teaching, the Minnesota Department of Education, and who has been approved by the Minnetonka School District Human Resources Department for assignments in the district.

### III. REGULATIONS

A. The recruitment, selection and general supervision of reserve teachers and the administration of the reserve teacher policy shall be the responsibility of the Executive Director of Human Resources.

1. The building principals shall determine if a reserve teacher is necessary when a teacher is absent and shall be responsible for the daily supervision of reserve teachers within the building.

B. The reserve teacher shall hold a valid Minnesota teacher license.

1. It is the policy of the District that, whenever possible, the reserve teacher shall be assigned to teach in the licensed major or minor area.
2. Consistent with Minnesota licensing requirements, the reserve teacher must teach only in the licensed major or minor area for assignments longer than 15 days.

C. Orientation.

1. The District shall conduct a general orientation for those reserve teachers who desire it prior to the start of the school year. The District shall also provide a Reserve Teacher Handbook for each reserve teacher placed on the district roster.

2. Building principals shall be responsible for the orientation of reserve teachers within the building.
- D. The working day for a reserve teacher shall normally be the same as the working day for the regular teacher whom they replace.
- E. Remuneration.
1. The Board shall periodically review the respective pay rates and adjust as they shall determine.
    - a. Except as indicated in E 1.2 below, the daily salary received shall be computed as a proportion of the basic daily casual rate in accordance with the number of hours worked.
    - b. When reserve teaching services are provided by an individual who is otherwise regularly employed in the District in another capacity, payment for reserve teaching services which occur outside the individual's regular employment shall be compensated at the designated rate for such service.
  2. After reserve teaching five (5) days at the same assignment, the reserve teacher shall be paid on a long-term basis, which shall be the first step of the salary schedule (BA Lane 1, Step 1), beginning on the sixth day in the assignment.
    - a. When it is known in advance by the employer that the teaching assignment will extend beyond five days, the reserve teacher may be paid on the long-term basis beginning on the first day of the assignment, at the discretion of the Superintendent or designee.
  3. Long-Term Substitute Contract
    - a. Long-term substitute teacher contract shall be issued under the following circumstances:
      - i. When it is known in advance by the employer that the teacher's absence will exceed thirty (30) working days; or
      - ii. When a long-term assignment extends past thirty (30) working days and the return of the classroom teacher is not imminent. In this event, the long-term substitute teacher contract shall be effective as of the thirty-first (31st) consecutive day of the assignment.
    - b. Payment under a long-term substitute contract shall be at the lane and step agreed to by the District and the teacher, taking into consideration relevant education and teaching experience. The final decision on placement shall be made by the District.

#### **IV. REFERENCE TO CURRENT RATES**

- A. All days worked on a daily casual or long-term, non-contract basis, or on a contract basis, shall be counted in determining the number of days worked as a reserve teacher during the school year.
- B. Tenured Minnetonka teachers who have retired from or otherwise left the employment of the District in good standing shall receive a differential rate established by the Board.
- C. For teachers who work at least thirty-five (35) days but less than sixty-one (61), the rate of pay shall be at a differential established by the Board. For teachers who work at least sixty-one (61) days, the rate of pay shall be at a differential established by the Board.
- D. For teachers who work at least thirty-five (35) days in a given school year, but have already earned the sixty-one (61) day rate by the conclusion of the previous school year, the rate of pay shall be a differential established by the Board.
- E. A Reserve teacher assigned a greater than normal class load shall receive additional compensation at a rate set by the Board.

#### **V. FRINGE BENEFITS**

With the exception of teachers employed under the conditions of Section 3 above, reserve teachers are not eligible for fringe benefit programs. Those teachers receiving long-term substitute contracts under Section 3 would qualify for benefits only if the thresholds in the regular teacher bargaining agreement are met.

#### **VI. SCHOOL CANCELLATIONS**

When school is cancelled due to weather or other factors, communication with staff and with the public shall be in accord with District policy. A school cancellation automatically discontinues the need for services for the reserve teacher. No compensation will be provided to the reserve teacher in these circumstances.

*Approved: August 18, 2005*

*Reviewed: October 28, 2021*

*Approved: November 4, 2021*

*Reviewed: September 15, 2022*

*Approved: October 6, 2022*

**Daily Casual Rates Under Policy #430. Reserve Teacher Rates**  
School Year 2022-23

1. Beginning October 10, 2022, rates of pay for reserve teachers shall be as follows:
  - A. From the first day of reserve teaching through thirty-four (34) days, \$144 per diem.
  - B. From thirty-five (35) days through sixty (60) days, \$149 per diem.
  - C. From sixty-one (61) days and up during the same school year, \$161 per diem.
  - D. After ending the previous school year at the Tier C wage and after 35 days into the current school year, \$165 per diem through the end of the current school year.

<b>Tier</b>	<b>Days</b>	<b>Full Day: More Than 4 Hours</b>	<b>Half Day: 4 Hours or Less (70% of daily rate)</b>
A	0- 34	\$144.00	\$100.80
B	35-60	\$149.00	\$104.30
C	61-over	\$161.00	\$113.70
D	35 beyond Tier C (annually)	\$165.00	\$115.50

2. Tenured Minnetonka teachers who have retired or otherwise left the employment of the District in good standing shall be paid at the rate indicated for 61 days or over (Tier C).
3. A reserve teacher assigned a greater than normal class load shall receive additional compensation at the rate of \$25.00 per hour.

*Approved by School Board Action: August 3, 2006*

*Reviewed: October 28, 2021*

*Reviewed: September 15, 2022*

*Approved: October 6, 2022*

**School Board  
Minnetonka I.S.D. #276  
5621 County Road 101  
Minnetonka, MN 55345**

**Board Agenda Item XVII. h**

**TITLE:** Approval of Policy 431: Wage Rates for  
Substitute or Event-Specific Employees

**DATE:** October 6, 2022

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**BACKGROUND**

Policy 431 provides the hourly rates that the District uses to pay substitutes, other than teachers, when they step in to cover for absent employees from bargaining units such as nutrition services or the paraprofessionals. Policy 431 also sets compensation for certain irregularly employed individuals like workers at sporting events. As pointed out by the School Board, the title of the current policy is confusing as it implies that part-time employees in the listed bargaining groups are paid according to what is indicated here. We propose changing the title of the policy to clear up any misconception about whether this should apply to part-timers. As the policy is primarily intended to set compensation for substitutes and episodic employees, the title change above is proposed.

Given the increases in bargaining unit wage schedules and substitute rates in surrounding school districts, we recommend that the District enhance these substitute rates so that we continue to attract and retain quality employees.

The recommended raises for substitute employees in Section 1 (paraprofessionals, Class A – E) range is 5%, which is in keeping with the non-certified labor contracts we have settled this year. As a further tweak, we propose eliminating a separate, lower rate for paraprofessionals in Class A and B and instead paying substitutes in all our “regular” paraprofessional roles (A, B and C) at the same rate. This is the practice among nearly all the districts in the wider data set we have reviewed and is definitely the practice in our five peer districts. This adjustment will place our paraprofessional substitute rates about 2.5% above the mean for this group and rank us as #2 in that sample group. A 5% increase is likewise proposed for substitute special education paraprofessionals; the effect in our market group will place us just above the mean for our market group and rank us as #2 in the pool.

The District has much lesser need for clerical substitutes and while our compensation tends to lag the market, we believe that increasing these published rates by the same 5% other employees have earned will help us to be slightly more competitive. The same is true for custodial, substitute employees and a 5% increase is likewise proposed. While Nutrition Services is seeking a higher substitute raise of 10%, this is more of a market adjustment (+5%), plus the same 5% we are offering other employees. The current rate of \$15.00 is not competitive in this marketplace. As Nutrition Services is a self-funded

operation, this increase will not have an effect on the District's overall expenditures for the year.

There is one change in the rate of pay proposed for Co-curricular event workers. This year, the District has installed a new, and highly technological video score board. The High School's Athletic Director has requested that we market adjust this wage from \$18 to \$22 to reflect the complexity of the role as it now stands.

Finally, we propose adding the language about extended substitution assignments. This is the District's current practice for substitute paraprofessionals and the other type of employees covered by this policy; this same language appears in the policy regarding substitute teachers (#430). Therefore, to ensure that policy correctly reflects practice, we propose adding the highlighted language to Policy 431 as well.

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**RECOMMENDATION/FUTURE ACTION:**

That the School Board approve the changes in language and rates of pay under Policy 431. Any such changes in rates will be effective October 10, 2022.

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Submitted by:



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Michael Cyrus, Executive Director of Human Resources

Concurrence:



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David Law, Superintendent

# MINNETONKA PUBLIC SCHOOLS

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## POLICY #431 WAGE RATES – ~~PART-TIME OR SUBSTITUTE~~ OR EVENT SPECIFIC EMPLOYEES

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### I. PHILOSOPHY

The School Board's Vision on support staff provides that:

- A. Creating a culture of child-centered excellence will depend on the efforts of all adults in the organization. While excellence in education is often focused exclusively on the interaction between teachers and students, a truly world-class school district will pursue excellence in all work areas.
- B. In order for all students to reach their highest levels of academic and personal achievement, support staff members will recognize and appreciate that they are partners in the education success of each student and are an integral part of our school system. These highly qualified employees will be positive role models who are committed to creating a supportive learning environment for all students, as well as providing essential support for teachers. Their positive attitudes, encouraging words, and consistent and caring discipline will form an essential part of Minnetonka's focus on child-centered excellence.
- C. Likewise, we expect everyone who works for the District to be positive ambassadors for our schools as they go about their daily work. Support staff members provide unique contributions to our organization and are key communicators in our community. Their helpful attitudes and responsive behavior will convey what is best about who we are and what we do. Excellence across all support areas will enable everyone to do their best work, thereby allowing us to fulfill our mission and vision.

### II. PURPOSE

This policy provides wage rates for part-time and/or substitute personnel. The Board's Vision reflects the importance of these positions to the success of our schools and students.

### III. CONDITIONS

- A. In no case shall wages paid be lower than minimum prescribed by law; and
- B. In no case shall wages paid exceed amounts established otherwise by Board Policy or Master Agreement for personnel being replaced on a temporary basis.

#### **IV. GENERAL STATEMENT OF POLICY**

The Superintendent, or designee, shall annually review wage levels and factors affecting the wage levels, including budget and market conditions, and publish the rates for the school year. The Superintendent, or designee, is authorized to make modifications in these rates during the year if conditions require such adjustments. Specific rates will be approved by the Board.

#### **V. COMPLIANCE WITH OTHER POLICIES**

Any employee hired under this policy any positions listed in Section 1 is subject to all other District policies, and shall be subject to policies related to hiring, including, but not limited to:

- #401 Equal Employment Opportunity
- #404 Employee Background Checks
- #424 License Status
- #433 Nepotism

Positions listed in Section 2 do not normally require background checks in that the hiring is done for a single event activity. However, all other applicable policies apply.

#### **VI. WAGE RATES**

Rates for the following positions are listed in Wage Rates authorized under Policy 431, Section 1.

- A. Paraprofessionals
- B. Clerical
- C. Child Nutrition Personnel
- D. Custodial Personnel
- E. Registered Nurse

#### **VII. STUDENT HELPER**

Minimum Wage: in accord with current law.

#### **VIII. CO-CURRICULAR EVENTS**

As per School Board directives, every attempt will be made to secure volunteers. Where it is not possible to secure volunteers, the wage rates listed in Wage Rates authorized under Policy 431, Section 2 will prevail.

#### **IX. SPEECH CLINICAL SUBSTITUTE**

If the individual hired as a speech clinician for Pre-school Screening is currently employed by the District as a teacher, the employee will receive the employee's regular hourly rate of pay.

## **X. WAGE APPLICATION**

- A. The adopted wages apply unless the person employed is covered by a Board Policy or Master Agreement which has specific provisions dealing with wages to be paid. In such cases, Board Policy or Master Agreement provisions pertain.
- B. Payment beyond the ranges indicated may be made by authorization of the Superintendent, or designee.

## **XI. EXTENDED SUBSTITUTION ASSIGNMENTS**

- A. After working in a substitute capacity in the same assignment, the substitute employee shall be paid on a long-term basis, which shall be the first step of the wage schedule, beginning on the sixth day in the assignment.
- B. When it is known in advance by the employer that the substitute assignment will extend beyond five days, the substitute employee may be paid on the long-term basis beginning on the first day of the assignment, at the discretion of the Superintendent or designee.

### Related Policies:

- #401 Equal Employment Opportunities
- #404 Employment Background Checks
- #414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- #417 Chemical Use Policy
- #424 License Status
- #427 Harassment and Violence
- #428 Respectful Workplace
- #430 Reserve Teachers
- #432 Confidential Support Staff

*Approved: September 12, 2019*

*Reviewed: October 28, 2021*

*Approved: November 4, 2021*

*Reviewed: September 15, 2022*

*Approved: October 6, 2022*

\*Wages Rates Authorized under School Board Policy 431\*

Section 1: Wage Rates pertaining to substitute and ~~part time~~ and event specific employees as of ~~November 8, 2021~~ October 10, 2022:

- A. Paraprofessionals
  - 1. ~~\$14.35~~ \$14.35 per hour for Class A
  - 2. ~~\$15.15~~ \$15.15 per hour for Class B
  - 3. ~~\$16.00~~ \$16.80 per hour for Class ~~A~~-C
  - 4. ~~\$16.25~~ \$17.06 per hour for Class D
  - 5. ~~\$17.60~~ \$18.48 per hour for Class E
  
- B. Clerical
  - 1. ~~\$14.85~~ \$15.60 per hour for Level I
  - 2. ~~\$15.40~~ \$16.17 per hour for Level II
  - 3. ~~\$16.80~~ \$17.64 per hour for Level III
  - 4. ~~\$17.85~~ \$18.74 per hour for Level IV
  - 5. ~~\$18.30~~ \$19.22 per hour for Level V+
  
- C. Child Nutrition Personnel
  - ~~\$15.00~~ \$16.50 per hour for all levels
  
- D. Custodial Personnel
  - ~~\$17.00~~ \$17.85 per hour for all levels
  
- E. Registered Nurse
  - 1. \$30.00 per hour for Substitute
  - 2. \$30.00 per hour for Early Childhood Screening RN

**Section 2: Wage Rates Pertaining to Event Specific Co-Curricular Events Employees**

<b>Fall</b>			
<b>Football</b>	<b>Hourly Rate</b>	<b>Playoffs</b>	<b>Estimated Time Frame</b>
Ticket Sellers-Category 1	\$16	Determined by Section	6:00 PM - end of 3rd Quarter + counting - 5:30 start \$7 more
Ticket Sellers-Category 2	\$16	Determined by Section	6:00 PM - end of game and counting - 5:30 start \$7 more
Ticket Sellers-Category 3	\$16	Determined by Section	6:00 PM - Page/Tickets/Pass Gate -1/2 time/count - 5:30 start \$7 more
Ticket Takers	\$16	Determined by Section	6:00 PM - end of the 3rd Quarter - 5:30 start \$6 more
Ticket Takers	\$16	Determined by Section	6:00 PM - end of game - 5:30 start \$6 more
Chain Crew	\$16	Determined by Section	6:30 PM - end of the game
Supervisor-Category 1- Inside Page	\$18	Determined by Section	6:00 PM - end of the game
Supervisor-Category 2-Hill/ Plaza/Students /Away	\$20	Determined by Section	6:00 PM - end of the game
Supervisor-Category 3- Other- gates	\$18	Determined by Section	6:00 PM - end of the game
Supervisor-Category 4-Away Game	\$20	Determined by Section	6:30 PM - end of the game
Announcer	\$18	Determined by Section	6:15 PM - end of the game
Spotter	\$16	Determined by Section	6:45 PM - end of the game
Scoreboard	\$18	Determined by Section	6:30 PM - end of the game
Event Manager	\$20	Determined by Section	5:00 PM - 1 hour after the game
Ticket Coordinator	\$18	Determined by Section	5:00pm - 30 minutes after the game
Video Board (new)	<del>\$18</del> \$22		
<b>Soccer</b>		<b>Playoffs</b>	<b>Estimated Time Frame</b>
Ticket Seller	\$16	Determined by Section	45 min before 1st game- 1/2 of 2nd game/counting
Ticket Taker	\$16	Determined by Section	45 min before 1st game - 1/2 of 2nd game
Announcer/Scoreboard	\$18	Determined by Section	30 min before 1st game - end of game
Event Manager	\$20	Determined by Section	1 hour before 1st game - end of game
<b>Volleyball</b>		<b>Playoffs</b>	<b>Estimated Time Frame</b>
Ticket Seller/Taker	\$16	Determined by Section	5:00 PM - end of 3rd game in the varsity match
Announcer	\$18	Determined by Section	6:30 PM- end of varsity match
Scoreboard	\$18	Determined by Section	5:00 PM - end of varsity match
Scorebook	\$18	Determined by Section	5:00 PM - end of varsity match
Line Judge	\$18	Determined by Section	5:00 PM - end of varsity match
Event Manager	\$20	Determined by Section	4:30 PM - end of the game
Libero Scorer	\$16		6:30 PM - end of matches
<b>Cross-Country</b>			
Meet Worker	\$18		
<b>Adapted Soccer</b>			
Scoreboard/Announcer	\$18	Determined by Section	15 mins before start of first match - to end of last match
Event Manager	\$20	Determined by Section	30 mins before start of first match - to end of last match
<b>Winter</b>			
<b>Girls/Boys' Basketball</b>	<b>Hourly Rate</b>	<b>Playoffs</b>	<b>Estimated Time Frame</b>
Event Manager	\$20	Determined by Section	45 min. before 1st game - to end
Supervisors	\$18	Determined by Section	one hour before the scheduled start of the varsity game to the-end of varsity game
Scoreboard	\$18	Determined by Section	arrive 15 min. before game
Scorebook	\$18	Determined by Section	arrive 15 min. before game
Ticket Seller/Taker	\$16	Determined by Section	30 mins before start of 1st game to -start of 3rd quarter final game + counting - 14 minutes left in varsity game + counting
Ticket Taker	\$16	Determined by Section	30 mins before scheduled start of 1st game - start of 3rd quarter of final game – 14 minutes left in varsity game
Ticket Seller	\$16	Determined by Section	30 mins before scheduled start of 1st game - start of 3rd quarter of final game and counting – 14 minutes left in varsity game + counting
Announcer	\$18	Determined by Section	30 mins before varsity game
9th score table	\$16		15 mins before game - to end
Video Board	\$18		
<b>Wrestling</b>			
Event Manager	\$20	Determined by Section	1 hour before 1st match - to end
Ticket Seller/Taker	\$16	Determined by Section	2 matches/1 hour before start
Announcer	\$18	Determined by Section	15 mins before 1st match - to end - no JV announcer
Scorekeeper/Timer	\$18		
<b>Gymnastics</b>			
Event Manager	\$20	Determined by Section	1 hour before - end of match
Clock	\$18	Determined by Section	30 minutes prior the start of meet
Timer	\$18	Determined by Section	30 minutes prior the start of meet

Announcer	\$18	Determined by Section	30 minutes prior the start of meet
Ticket Seller/Taker	\$16	Determined by Section	45 minutes before start
<b>Hockey</b>			
Ticket Taker	\$16	Determined by Section	4:30-8:30
Crowd Supervisors	\$18	Determined by Section	15 mins before start of varsity game-end
Event Manager	\$20	Determined by Section	30 mins before JV competition-to end of varsity - 1 hour before varsity game-end
<b>Dance</b>			
Event Manager	\$20	Determined by Section	5:00 pm to end of varsity
Ticket Seller	\$16	Determined by Section	6:00-end of competition
Ticket Taker	\$16	Determined by Section	6:00-end of competition
Door Security	\$14	Determined by Section	5:15-end of competition
Judge Runner	\$14	Determined by Section	6:30-end of competition
Supervisors	\$18		5:00-end of competition
<b>Adapted Floor Hockey</b>			
Event Manager	\$20	Determined by Section	30 mins before start of first game
Announcer	\$18	Determined by Section	15 mins before start of first game

<b>Spring</b>		
<b>Track</b>	<b>Regular Meet</b>	<b>Estimated Time Frame</b>
Ticket seller	\$16	45 minutes before start
Ticket taker	\$16	45 minutes before start
Announcer	\$18	15 mins before - to the end of the meet
Field Events	\$18	15 mins before - to the end of their event
Pole Vault	\$18	15 mins before - to the end of their event
Event Manager	\$20	60 mins before - to the end of the meet
Timers	\$18	15 mins before - to the end of the meet
Score Keeper	\$18	15 mins before - to the end of the meet
Clerk of Course	\$18	15 mins before - to the end of the meet
Recorder	\$18	15 mins before - to the end of the meet

\* if event starts and is rained out then a portion of stipend is given based on time of cancellation.

<b>Adapted Softball</b>		
Announcer/Scoreboard	\$18	15 mins before start of 1st match - to the end of last match
Event Manager	\$20	30 mins before start of 1st match - to the end of last match
<b>Baseball</b>		
Announcer/scorer	\$18	15 mins before start of varsity game
Supervisor	\$18	15 mins before start of varsity game
Event Manager	\$20	45 mins before start of varsity game
Ticket Seller/Taker	\$16	45 minutes before start
<b>Lacrosse</b>		
	<b>Single game</b>	
Announcer	\$18	15 mins before start of varsity game
Score Keeper	\$18	15 mins before start of varsity game
Event Manager	\$20	1 hour before start of varsity game
Ticket Taker	\$16	45 minutes before start
Ticket Seller	\$16	45 minutes before start

\* if event starts and is rained out then a portion of stipend is given based on time of cancellation.

<b>Swimming</b>		
	<b>Dual Meets</b>	
Ticket Taker	\$16	45 minutes before start, 4:15 - 6:30pm Invite 7 hours
Ticket Seller	\$16	45 minutes before start, 4:15 - 6:30pm Invite 7 hours
Announcer	\$18	30 minutes before start
Event Manager	\$20	45 minutes before start
Scorer	\$18	30 minutes before start

# MINNETONKA PUBLIC SCHOOLS

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## POLICY #431 WAGE RATES – SUBSTITUTE OR EVENT SPECIFIC EMPLOYEES

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### I. PHILOSOPHY

The School Board's Vision on support staff provides that:

- A. Creating a culture of child-centered excellence will depend on the efforts of all adults in the organization. While excellence in education is often focused exclusively on the interaction between teachers and students, a truly world-class school district will pursue excellence in all work areas.
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- C. Child Nutrition Personnel
- D. Custodial Personnel
- E. Registered Nurse

#### **VII. STUDENT HELPER**

Minimum Wage: in accord with current law.

#### **VIII. CO-CURRICULAR EVENTS**

As per School Board directives, every attempt will be made to secure volunteers. Where it is not possible to secure volunteers, the wage rates listed in Wage Rates authorized under Policy 431, Section 2 will prevail.

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If the individual hired as a speech clinician for Pre-school Screening is currently employed by the District as a teacher, the employee will receive the employee's regular hourly rate of pay.

**X. WAGE APPLICATION**

- A. The adopted wages apply unless the person employed is covered by a Board Policy or Master Agreement which has specific provisions dealing with wages to be paid. In such cases, Board Policy or Master Agreement provisions pertain.
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- A. After working in a substitute capacity in the same assignment, the substitute employee shall be paid on a long-term basis, which shall be the first step of the wage schedule, beginning on the sixth day in the assignment.
- B. When it is known in advance by the employer that the substitute assignment will extend beyond five days, the substitute employee may be paid on the long-term basis beginning on the first day of the assignment, at the discretion of the Superintendent or designee.

Related Policies:

- #401 Equal Employment Opportunities
- #404 Employment Background Checks
- #414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- #417 Chemical Use Policy
- #424 License Status
- #427 Harassment and Violence
- #428 Respectful Workplace
- #430 Reserve Teachers
- #432 Confidential Support Staff

*Approved: September 12, 2019*

*Reviewed: October 28, 2021*

*Approved: November 4, 2021*

*Reviewed: September 15, 2022*

*Approved: October 6, 2022*

**\*Wages Rates Authorized under School Board Policy 431\***

**Section 1: Wage Rates pertaining to substitute and event specific employees as of October 10, 2022:**

- A. Paraprofessionals
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  - 2. \$17.06 per hour for Class D
  - 3. \$18.48 per hour for Class E
  
- B. Clerical
  - 1. \$15.60 per hour for Level I
  - 2. \$16.17 per hour for Level II
  - 3. \$17.64 per hour for Level III
  - 4. \$18.74 per hour for Level IV
  - 5. \$19.22 per hour for Level V+
  
- C. Child Nutrition Personnel
  - \$16.50 per hour for all levels
  
- D. Custodial Personnel
  - \$17.85 per hour for all levels
  
- E. Registered Nurse
  - 1. \$30.00 per hour for Substitute
  - 2. \$30.00 per hour for Early Childhood Screening RN

**Section 2: Wage Rates Pertaining to Event Specific Co-Curricular Employees**

<b>Fall</b>			
<b>Football</b>	<b>Hourly Rate</b>	<b>Playoffs</b>	<b>Estimated Time Frame</b>
Ticket Sellers-Category 1	\$16	Determined by Section	6:00 PM - end of 3rd Quarter + counting - 5:30 start \$7 more
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Ticket Sellers-Category 3	\$16	Determined by Section	6:00 PM - Pregel/Tickets/Pass Gate -1/2 time/count - 5:30 start \$7 more
Ticket Takers	\$16	Determined by Section	6:00 PM -end of the 3rd Quarter - 5:30 start \$6 more
Ticket Takers	\$16	Determined by Section	6:00 PM - end of game - 5:30 start \$6 more
Chain Crew	\$16	Determined by Section	6:30 PM - end of the game
Supervisor-Category 1- Inside Pregel	\$18	Determined by Section	6:00 PM - end of the game
Supervisor-Category 2-Hill/ Plaza/Students /Away	\$20	Determined by Section	6:00 PM - end of the game
Supervisor-Category 3- Other- gates	\$18	Determined by Section	6:00 PM - end of the game
Supervisor-Category 4-Away Game	\$20	Determined by Section	6:30 PM - end of the game
Announcer	\$18	Determined by Section	6:15 PM - end of the game
Spotter	\$16	Determined by Section	6:45 PM - end of the game
Scoreboard	\$18	Determined by Section	6:30 PM - end of the game
Event Manager	\$20	Determined by Section	5:00 PM - 1 hour after the game
Ticket Coordinator	\$18	Determined by Section	5:00pm - 30 minutes after the game
Video Board (new)	\$22		
<b>Soccer</b>			
		<b>Playoffs</b>	<b>Estimated Time Frame</b>
Ticket Seller	\$16	Determined by Section	45 min before 1st game- 1/2 of 2nd game/counting
Ticket Taker	\$16	Determined by Section	45 min before 1st game - 1/2 of 2nd game
Announcer/Scoreboard	\$18	Determined by Section	30 min before 1st game - end of game
Event Manager	\$20	Determined by Section	1 hour before 1st game - end of game
<b>Volleyball</b>			
		<b>Playoffs</b>	<b>Estimated Time Frame</b>
Ticket Seller/Taker	\$16	Determined by Section	5:00 PM - end of 3rd game in the varsity match
Announcer	\$18	Determined by Section	6:30 PM- end of varsity match
Scoreboard	\$18	Determined by Section	5:00 PM - end of varsity match
Scorebook	\$18	Determined by Section	5:00 PM - end of varsity match
Line Judge	\$18	Determined by Section	5:00 PM - end of varsity match
Event Manager	\$20	Determined by Section	4:30 PM - end of the game
Libero Scorer	\$16		6:30 PM - end of matches
<b>Cross-Country</b>			
Meet Worker	\$18		
<b>Adapted Soccer</b>			
Scoreboard/Announcer	\$18	Determined by Section	15 mins before start of first match - to end of last match
Event Manager	\$20	Determined by Section	30 mins before start of first match - to end of last match
<b>Winter</b>			
<b>Girls/Boys' Basketball</b>	<b>Hourly Rate</b>	<b>Playoffs</b>	<b>Estimated Time Frame</b>
Event Manager	\$20	Determined by Section	45 min. before 1st game - to end
Supervisors	\$18	Determined by Section	one hour before the scheduled start of the varsity game to the-end of varsity game
Scoreboard	\$18	Determined by Section	arrive 15 min. before game
Scorebook	\$18	Determined by Section	arrive 15 min. before game
Ticket Seller/Taker	\$16	Determined by Section	30 mins before start of 1st game to -start of 3rd quarter final game + counting - 14 minutes left in varsity game + counting
Ticket Taker	\$16	Determined by Section	30 mins before scheduled start of 1st game - start of 3rd quarter of final game ~ 14 minutes left in varsity game
Ticket Seller	\$16	Determined by Section	30 mins before scheduled start of 1st game - start of 3rd quarter of final game and counting ~ 14 minutes left in varsity game + counting
Announcer	\$18	Determined by Section	30 mins before varsity game
9th score table	\$16		15 mins before game - to end
Video Board	\$18		
<b>Wrestling</b>			
Event Manager	\$20	Determined by Section	1 hour before 1st match - to end
Ticket Seller/Taker	\$16	Determined by Section	2 matches/1 hour before start
Announcer	\$18	Determined by Section	15 mins before 1st match - to end - no JV announcer
Scorekeeper/Timer	\$18		
<b>Gymnastics</b>			
Event Manager	\$20	Determined by Section	1 hour before - end of match
Clock	\$18	Determined by Section	30 minutes prior the start of meet
Timer	\$18	Determined by Section	30 minutes prior the start of meet

Announcer	\$18	Determined by Section	30 minutes prior the start of meet
Ticket Seller/Taker	\$16	Determined by Section	45 minutes before start
<b>Hockey</b>			
Ticket Taker	\$16	Determined by Section	4:30-8:30
Crowd Supervisors	\$18	Determined by Section	15 mins before start of varsity game-end
Event Manager	\$20	Determined by Section	30 mins before JV competition-to end of varsity - 1 hour before varsity game-end
<b>Dance</b>			
Event Manager	\$20	Determined by Section	5:00 pm to end of varsity
Ticket Seller	\$16	Determined by Section	6:00-end of competition
Ticket Taker	\$16	Determined by Section	6:00-end of competition
Door Security	\$14	Determined by Section	5:15-end of competition
Judge Runner	\$14	Determined by Section	6:30-end of competition
Supervisors	\$18		5:00-end of competition
<b>Adapted Floor Hockey</b>			
Event Manager	\$20	Determined by Section	30 mins before start of first game
Announcer	\$18	Determined by Section	15 mins before start of first game

<b>Spring</b>		
<b>Track</b>	<b>Regular Meet</b>	<b>Estimated Time Frame</b>
Ticket seller	\$16	45 minutes before start
Ticket taker	\$16	45 minutes before start
Announcer	\$18	15 mins before - to the end of the meet
Field Events	\$18	15 mins before - to the end of their event
Pole Vault	\$18	15 mins before - to the end of their event
Event Manager	\$20	60 mins before - to the end of the meet
Timers	\$18	15 mins before - to the end of the meet
Score Keeper	\$18	15 mins before - to the end of the meet
Clerk of Course	\$18	15 mins before - to the end of the meet
Recorder	\$18	15 mins before - to the end of the meet

\* if event starts and is rained out then a portion of stipend is given based on time of cancellation.

<b>Adapted Softball</b>		
Announcer/Scoreboard	\$18	15 mins before start of 1st match - to the end of last match
Event Manager	\$20	30 mins before start of 1st match - to the end of last match
<b>Baseball</b>		
Announcer/scorer	\$18	15 mins before start of varsity game
Supervisor	\$18	15 mins before start of varsity game
Event Manager	\$20	45 mins before start of varsity game
Ticket Seller/Taker	\$16	45 minutes before start
<b>Lacrosse</b>		
<b>Single game</b>		
Announcer	\$18	15 mins before start of varsity game
Score Keeper	\$18	15 mins before start of varsity game
Event Manager	\$20	1 hour before start of varsity game
Ticket Taker	\$16	45 minutes before start
Ticket Seller	\$16	45 minutes before start

\* if event starts and is rained out then a portion of stipend is given based on time of cancellation.

<b>Swimming</b>		
<b>Dual Meets</b>		
Ticket Taker	\$16	45 minutes before start, 4:15 - 6:30pm Invite 7 hours
Ticket Seller	\$16	45 minutes before start, 4:15 - 6:30pm Invite 7 hours
Announcer	\$18	30 minutes before start
Event Manager	\$20	45 minutes before start
Scorer	\$18	30 minutes before start

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

Board Agenda Item XVII. i

Title: Approval of Temporary Construction Easement for  
Metropolitan Council at Deephaven Elementary School

October 6, 2022

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**EXECUTIVE SUMMARY:**

The Metropolitan Council needs to do maintenance work on the waste pipeline systems in the vicinity of Deephaven Elementary School. As part of their maintenance work, they need access to a 10-inch force main in front of Deephaven Elementary School. This will require a construction easement, with work performed when school is not in session. The easement will start on December 1, 2022, and last through May 31, 2025. Work is expected to commence in the summer of 2023.

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**ATTACHMENTS:**

Temporary Easement between Minnetonka ISD 276 and the Metropolitan Council.

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**RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board approve the temporary construction easement for the Metropolitan Council for space to work on the 10-inch force mean along Vine Hill Road in front of Deephaven Elementary School.

**RECOMMENDED MOTION**

***Resolution to Approve Temporary Construction Easement for Force-Main  
Maintenance at Deephaven Elementary School***

*BE IT RESOLVED, that the School Board of Minnetonka Independent School District 276 does hereby approve a temporary construction easement for the Metropolitan Council from December 1, 2022 through May 31, 2025 for maintenance work on the 10-inch force main along Vine Hill Road in front of Deephaven Elementary School as presented in the Temporary Easement Document attached to the this resolution.*

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

Concurrence: David Law  
David Law, Superintendent

## TEMPORARY EASEMENT

THIS TEMPORARY EASEMENT is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Independent School District No. 276, a public corporation (“Grantor”) and the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota (“Grantee”) (each individually referred to as a “Party” and collectively referred to as the “Parties”).

**Whereas**, Grantor is the fee owner of real property that is legally described on the attached **Exhibit A** (“Property”); and

**Whereas**, Grantee is constructing, installing, and rehabilitating lift station number 48, consisting of a new valve vault outside of the station, which will house new valves, and the existing valves will be filled and left in place. The existing 10-inch forcemain will be replaced along with the first 1200 feet of gravity pipe downstream of the forcemain discharge will be constructed along with the seven maintenance holes, over, under and across portions of Grantor’s Property.

NOW THEREFORE, for valuable consideration, the Parties agree as follows:

1. Grant of Easements. Grantor, the owner of the property described on the attached **Exhibit A**, (the “Property”) in consideration of One Dollar and other good and valuable consideration to it in hand paid, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell and convey to Grantee, its agents, contractors, permittees, successors and assigns, the following described easements:

a. Temporary Construction Easement. Grantor hereby grants and conveys to Grantee, its agents, contractors, permittees, successors, and assigns, a Temporary Construction Easement (“Easement”) over, under and across that part of the Property legally described on the attached **Exhibit B** (the “Easement Area”) and depicted on the attached **Exhibit C** for the Work.

1. Temporary Use. Grantee may use the Easement Area for purposes of constructing the Project, which may include staging construction materials and equipment, banking soil or project debris, construction project staff parking, installation of utilities, or other specific purposes.

Subsequent to the date of the Easement and until such Easement has expired, Grantor, its heirs, successors, and assigns, will not erect, construct, or create any building, improvement, obstruction, perpendicular utility crossing, or structure of any kind, either above or below the surface of the Easement Area or plant any trees, or stockpile construction debris or construction equipment, or change the grade of the Easement Area without Grantee's express written consent.

2. Term of Easement. The Temporary Easement shall commence on the **December 1, 2022** and shall remain in full force and effect until **May 31, 2025** unless otherwise extended in writing by the Parties.
3. Restoration. Upon completion of the Project, Grantee shall make reasonable efforts to restore the Easement Area to a like kind condition or the condition that existed prior to the granting of this Easement. Soil compaction shall be completed in a manner compatible with expected restoration conditions.

2. Soil Compaction and Restoration. Unless otherwise agreed to in writing by Grantor, Grantee will make reasonable efforts to restore the easement areas including soil compaction to a level compatible with the expected restoration conditions and matching the original surface grade as far as practicable. Grantee shall restore the surface to like condition existing at the time of the conveyance of the Easement, either grass seeding or sodding, either paved or gravel surface restoration and compatible storm water drainage required as a result of the restoration work.

3. Representation of Ownership. Grantor represents that it is the lawful owner and is in lawful possession of the above described real estate and has lawful right and authority to convey and grant the easements described herein.

4. Notices and Demands. All notices, requests, demands, consents, and other communications required or permitted under this Easement shall be in writing

and shall be deemed to have been duly and properly given three (3) business days after the date of mailing if deposited in a receptacle of the United States mail, first class postage prepaid, addressed to the intended recipient as follows:

Grantor: Independent School District No. 276  
Minnetonka Public Schools Service Center  
5621 County Road 101  
Minnetonka, MN 55345

Grantee: Metropolitan Council  
390 Robert Street North  
St. Paul, MN 55101-1805  
Attn: Real Estate Office

5. Amendment of Easement. The Easement may only be amended by written agreement signed and notarized by the Parties or their successors or assigns.

6. Miscellaneous.

a. Binding Covenant. The provisions and conditions of this Easement shall be binding upon and inure to the benefit of the Parties and their successors and assigns and shall constitute a covenant running with the land.

b. Waiver. No waiver of any provision of this Easement shall be binding unless executed in writing by the Party making the waiver. No waiver of any provision of this Easement shall be deemed to constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver unless the written waiver so specifies.

c. Liability. Each Party is responsible for their own acts and omissions and the results thereof to the extent authorized by the law. This shall not be construed to waive any liability limits or immunities including those arising under Minnesota Statutes Chapter 466.

d. Governing Law. This Easement is governed, construed, and enforced under the laws of the State of Minnesota without regard to conflicts of law provisions.

e. Counterparts. This Easement may be executed in any number of counterparts, each of which is to be deemed to be an original and the

counterparts together constitute one and the same Easement. A physical copy or electronic copy of this Easement, including its signature pages, will be binding, and deemed to be an original.

f. Severability. The provisions of this Easement are severable, and in the event that any provision is held to be invalid or unenforceable, the Parties intend that the remaining provisions will remain in full force and effect.

g. No Presumption against Drafter. This Easement has been negotiated at arm's length and with the opportunity for the Parties to consult legal counsel regarding its terms. Accordingly, this Easement shall be interpreted to achieve the intent and purpose of the Parties, without any presumption against the drafting party.

h. Authority of Signatory. Each party to this Easement warrants to the other that it has the right and authority to enter into this Easement.

*The remainder of this page is intentionally left blank.*



**METROPOLITAN COUNCIL,**  
a public corporation and political subdivision of the  
State of Minnesota,

By: \_\_\_\_\_  
Mary Bogie

Its: Regional Administrator

STATE OF MINNESOTA     )  
  ) ss  
COUNTY OF RAMSEY     )

This foregoing instrument was acknowledged before me on the \_\_\_ day of \_\_\_\_\_, 2022, by Mary Bogie, as Regional Administrator of the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota, on its behalf.

\_\_\_\_\_  
Notary Public

Drafted By:  
Metropolitan Council  
Real Estate Office  
390 North Robert Street  
St. Paul, MN 55101

## EXHIBIT A – PROPERTY

Title to the real estate herein described as shown by the records in the office of the County Recorder, Registrar of Titles, County Treasurer, and as shown by said records the title to the following described tract:

Par 1: That part of Government Lot 5, Section 24, Township 117, Range 23, described as follows:

Beginning at a point on the South line of said Government Lot 5, distant 297.00 feet Westerly from the Southeast corner of said Government Lot 5; thence Easterly along said South line a distance of 297.00 feet to said Southeast corner; thence Northerly along the East line of said Government Lot 5 a distance of 560.25 feet; thence Westerly, parallel with the South line of said Government Lot 5, a distance of 330.00 feet; thence Southerly, parallel with said East line, a distance of 490.15 feet; thence Southeasterly a distance of 77.60 feet to the point of beginning.

Par 2: That part of Government Lot 5, Section 24, Township 117, Range 23, described as follows:

Beginning at a point on the East line of said Government Lot 5 distant 560.25 feet North from the Southeast corner of said Government Lot 5; thence Westerly, parallel with the South line of said Government Lot 5, a distance of 330.00 feet; thence Northerly, parallel with said East line 86.85 feet; thence Westerly, parallel with said South line, 101.00 feet; thence Northerly at a right angle 80.00 feet; thence Westerly at a right angle 165.00 feet; thence Westerly, deflecting to the right 22 degrees, a distance of 150.00 feet; thence Northerly, deflecting to the right 68 degrees, a distance of 165.00 feet; thence Northeasterly, deflecting to the right 40 degrees, a distance of 120.00 feet; thence Easterly, deflecting to the right 40 degrees, a distance of 85.00 feet; thence Northerly, deflecting to the left 80 degrees, to the Southerly line of the right-of-way of the Hennepin County Regional Railroad Authority; thence Easterly along said Southerly line to the East line of said Government Lot 5; thence South along said East line to the point of beginning.

Torrens Property, Certificate of Title 710309

AND

Title to the real estate herein described as shown by the records in the office of the County Recorder, Registrar of Titles, County Treasurer, and as shown by said records the title to the following described tract:

That part of Government Lot 1, Section 25, Township 117, Range 23 described as follows: Commencing at the Northeast corner of said Government Lot 1; thence South along the East line of said Section 25, 510 feet; thence west at right angles to the East line of said Section 25, 138.5 feet more or less to a point where the line intersects the circumference of a circle of 145 feet radius and the center of which is located 406 feet South of the North line of said Section 25 and 237 feet West of the East line of the said section; thence Southwesterly, Westerly and Northwesterly along the circumference of the said circle to a point on a straight line passing through the center of the said circle parallel with the North line of said Section 25 and 382 feet West of the East line of said Section 25; thence Northerly parallel with the East line of the said section to an intersection with the center line of the Nine Hill and Hotel St. Louis Road; thence Northerly along the center line of said road to its intersection with the North line of the said Section 25; thence East 264 feet to the point of beginning.

Torrens Property, Certificate of Title 13120

Note: above legal description was replatted as Lot 3, Auditor's Subdivision No. 142

## **Exhibit B – Easement Legal Descriptions**

### **Description of Temporary Construction Easement 1:**

Commencing at the southeast corner of said Section 24; thence on an assumed bearing of North 89 degrees 45 minutes 35 seconds West, along the south line of said Section 24, a distance of 297.00 feet; thence North 33 degrees 54 minutes 25 seconds East a distance of 391.70 feet; thence North 8 degrees 41 minutes 25 seconds East a distance of 283.50 feet; thence North 0 degrees 26 minutes 05 seconds West a distance of 393.00 feet; thence South 89 degrees 34 minutes 38 seconds East a distance of 3.18 feet, to the point of beginning of the line to be described; thence North 0 degrees 31 minutes 59 seconds East a distance of 4.13 feet; thence North 1 degree 32 minutes 35 seconds West a distance of 100.22 feet; thence North 2 degrees 02 minutes 53 seconds West a distance of 213.91 feet to a point on the south boundary of the Minnesota and St. Louis Railroad right of way; thence northeasterly along the south boundary of said right of way to the westerly road right of way, and said line there terminating.

### **Description of Temporary Construction Easement 2:**

Temporary easement No. 2: A 15.00 feet wide temporary construction easement, lying west of a line which is parallel with and 10.00 feet west of the following described line. Said line is described as follows: Commencing at the southeast corner of said Section 24; thence on an assumed bearing of North 89 degrees 45 minutes 35 seconds West, along the south line of said Section 24, a distance of 297.00 feet; thence North 33 degrees 54 minutes 25 seconds East a distance of 391.70 feet; thence North 8 degrees 41 minutes 25 seconds East a distance of 283.50 feet; thence North 0 degrees 26 minutes 05 seconds West a distance of 165.94 feet, to the beginning of line to be described; thence North 0 degrees 26 minutes 05 seconds West a distance of 227.06 feet, and said line there terminating.

### **Description of Temporary Construction Easement 3:**

Temporary easement No. 3: A variable width temporary construction easement, lying west of the road right of way and lying east of the following described line. Said line is described as follows: Commencing at the southeast corner of said Section 24; thence on an assumed bearing of North 89 degrees 45 minutes 35 seconds West, along the south line of said Section 24, a distance of 297.00 feet; thence North 33 degrees 54 minutes 25 seconds East a distance of 391.70 feet; thence North 8 degrees 41 minutes 25 seconds East a distance of 283.50 feet; thence North 0 degrees 26 minutes 05 seconds West a distance of 165.94 feet to the beginning of line to be described; thence North 0 degrees 26 minutes 05 seconds West a distance of 207.06 feet, and said line there terminating.

**Exhibit C – Easement Depiction or Sketch**

**Project:** 802834

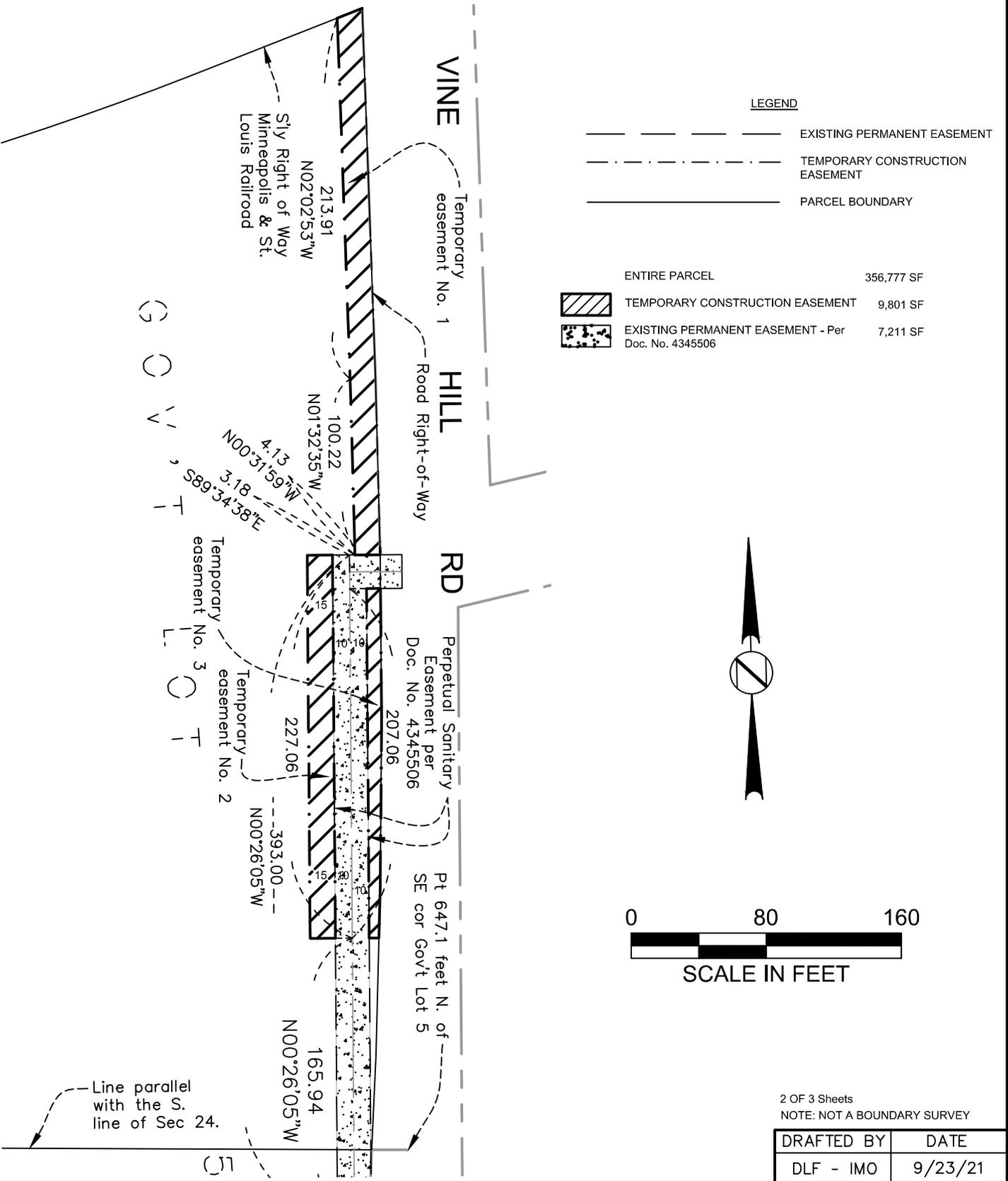
**Parcel:** Part of Government Lot 5, Sec. 24, T.117, R.23

**County:** Hennepin

**Owner:** Independent School District  
276

**Address:** 4452 Vine Hill Rd  
Deephaven, MN 55391

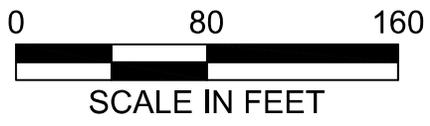
**PID:** 2411723440002



**LEGEND**

- — — — — EXISTING PERMANENT EASEMENT
- - - - - TEMPORARY CONSTRUCTION EASEMENT
- PARCEL BOUNDARY

ENTIRE PARCEL	356,777 SF
TEMPORARY CONSTRUCTION EASEMENT	9,801 SF
EXISTING PERMANENT EASEMENT - Per Doc. No. 4345506	7,211 SF



2 OF 3 Sheets  
NOTE: NOT A BOUNDARY SURVEY

DRAFTED BY	DATE
DLF - IMO	9/23/21