

INDEPENDENT SCHOOL DISTRICT NO. 659
REGULAR SCHOOL BOARD MEETING

Monday, May 22, 2023 ~ 6:00 p.m. ~ Regular Board Meeting

Northfield District Office Boardroom

Zoom Link: <https://northfieldschools-org.zoom.us/j/88356213057?pwd=bXhMMmJMR1RJY3pPT0lZMTJwcUI5UT09>

Passcode: 447670

AGENDA

1. Call to Order
2. Agenda Approval/Table File
3. Public Comment
4. Announcements and Recognitions
5. Items for Discussion and Reports
 - a. Policy Committee Recommendation
 - b. School Handbook Transition
 - c. Superintendent Operations & Strategic Plan Update
6. Committee Reports
7. Consent Agenda
 - a. Minutes
 - b. Financial Report
 - c. Personnel Items
8. Items for Individual Action
 - a. iPad Lease Agreement
 - b. Girls Swim & Dive Cooperative Sponsorship with Arcadia Charter School
 - c. Dissolution of the Boys Cooperative Sponsorship with Randolph Public Schools
 - d. Policy Committee Recommendations
 - e. FY24 Activity Fee Rates
 - f. Proposed 2023-24 Budgets - All Funds
9. Items for Information
 - a. Enrollment Report
10. Future Meetings
 - a. Monday, June 12, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - b. Monday, July 10, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
 - c. Monday, August 14, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
11. Adjournment

NORTHFIELD PUBLIC SCHOOLS
MEMORANDUM

Monday, May 22, 2023 ~ 6:00 p.m. ~ Regular Board Meeting
Northfield District Office Boardroom

Zoom Link: <https://northfieldschools-org.zoom.us/j/88356213057?pwd=bXhMMmJMR1RJY3pPT0lZMTJwcUI5UT09>
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TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed.D., Superintendent
RE: Explanation of agenda items for Monday, May 22, 2022, regular school board meeting

1. Call to Order
2. Agenda Approval/Table File
3. Public Comment
Public comment for this school board meeting may be made in person at the beginning of the meeting and must comply with the district's public comment guidelines.
4. Announcements and Recognitions
 - a. Dr. Deb Henton, Executive Director of Minnesota Association of School Administrators, presentation to Superintendent Dr. Matt Hillmann
5. Items for Discussion and Reports
 - a. Policy Committee Recommendation. The policy committee recommends updates to the procedures for Policy 516 Student Medication.
 - b. School Handbook Transition. As shared at the March 13, 2023 board meeting, the district is working with Neuger Communications to transition the traditional school handbook model to an online version intended to be more user-friendly and vertically organized by topic instead of by school site. In the past, the board approved school handbooks each year. Almost all of the existing school handbooks either align with already adopted board policy or communicate building-level operations. Administration is considering a recommendation for the board to **not** annually approve the modernized version of the handbooks. The board would only be asked to approve new items that are not governed by policy or operations. One example of something the board would be asked to approve are any additions or changes in fee structures. The board will be asked to authorize this change at the July 10, 2023 board meeting.
 - c. Superintendent Operations and Strategic Plan Update. Superintendent Hillmann will provide an update about district operations and examples of work underway to achieve the district's vision, strategic commitments, and benchmarks. This report will include a review of the 2023 legislative session.
6. Committee Reports
 - a. Board member Coleman will share the Legislative Action Committee report.
7. Consent Agenda

Recommendation: Motion to approve the following items listed under the Consent Agenda

- a. Minutes
 - Minutes of the Regular School Board meeting held on May 8, 2023
- b. Financial Report
Financial Report - March 2023. Director of Finance Mertesdorf requests the board approve paid bills totaling \$2,644,182.91, payroll checks totaling \$3,538,434.81, a wire transfer totaling \$550,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$700,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for March 2023. At the end of March 2023 total cash and investments amounted to \$18,343,855.60.

c. Personnel Items

i. Appointments

1. Richelle Audiss, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 6-\$16.25/hr.
2. Anna Bae, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/5/2023-9/1/2023. Step 4-\$15.91/hr.
3. Andrew Bealles, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/5/2023-9/1/2023. Step 2-\$14.88/hr.
4. Nicholas Bornhauser, Summer Seasonal Grounds/Custodial Workers for 8 hours/day with the District, beginning 6/7/2023-8/20/2023.Yr. 3-\$18.00/hr.
5. Lukas Bruhler, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/5/2023-9/1/2023. Step 3-\$15.26/hr.
6. Kayla Christmas, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/5/2023-9/1/2023. Step 4-\$15.91/hr.
7. Anna Dols, Assistant Volleyball Coach at the High School, beginning 8/14/2023. \$4,570-subject to change upon the settlement of the 2023-25 NEA agreement.
8. Danelly Duque, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
9. Joseph Grant, Summer Instructor/Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
10. Mary Hotz Zenk, Summer Plus Teacher for up to 6 hours/day Mon.-Thurs. at BW/Middle School, beginning 6/28/2023-8/11/2023. Year 3-\$40/hr.
11. Hannah Koester, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
12. Grace LaCanne, Summer Instructor/Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 2-\$15.25/hr.
13. Alissa Lien, KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/5/2023-9/1/2023. Step 4-\$15.91/hr.
14. Amira Mallet, Summer Instructor or Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 4-\$15.75/hr.
15. Elizabeth Potter, 1.0 FTE Administrative Support Assistant Class IV at Bridgewater, beginning 5/18/2023; Step 1 - \$21.97/hr.
16. Jennifer Rauk, Summer Instructor/Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 6-\$15.25/hr.
17. Landon Shroyer, Building Supervisor with Community Ed Recreation, beginning 5/21/2023-5/31/2023. \$17.89/hr.
18. Joshua Storm, 1.0 FTE Long Term Substitute Health/Physical Ed Teacher at the High School, beginning 8/22/2023-6/6/2024. MA30, Step 10
19. Lauren Wadzinski, 1.0 FTE EL English Teacher with the District, beginning 8/22/2023. MA, Step 8
20. Lauren Weber, Summer Instructor/Swim Lead with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 4-\$15.75/hr.
21. Calvin Weis, Summer Instructor/Swim Lead with Community Ed Recreation, beginning 5/13/2023-8/31/2023. Step 4-\$15.75/hr.

ii. Increase/Decrease/Change in Assignment

1. Jennifer Antoine, EA at the NCEC, add KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-8/25/2023. Step 4-\$15.91/hr.
2. Anna Bae, KidVentures Site Assistant at Spring Creek, add KidVentures Site Assistant for up to 40 hours/week at Greenvale Park, effective 5/22/2023-9/1/2023.
3. Josie Beacom, KidVentures Site Assistant for 23.5 hours/week at Greenvale Park, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
4. Joseph Benson, Instructor Lead with Community Ed Recreation, add Summer Instructor Assistant with Community Ed Recreation, effective 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
5. Tallie Berkvam-Peter, Teacher at Spring Creek, add 9th Grade Assistant Volleyball Coach at the High School, effective 8/14/2023. \$4062-subject to change upon the settlement of the 2023-25 NEA agreement.
6. Amy Boecker, EA at the NCEC, add KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-8/25/2023. Step 4-\$15.91/hr.

7. Russel Boyington, KidVentures Site Assistant for 23.5 hours/week at Bridgewater, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
8. Amelia Brandt, KidVentures Site Assistant for 21 hours/week at Bridgewater, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
9. Katie Casson, .80 FTE German Teacher at the High School, add .10 FTE German Teacher at the High School, effective 8/24/2023-6/6/2024.
10. Claire Edwards, KidVentures Site Assistant for 10 hours/week at Spring Creek, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
11. Aimee Gerdesmeier, KidVentures Site Leader for 35 hours/week at Spring Creek, change to KidVentures Site Leader for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
12. Elise Goodfellow, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park, change to KidVentures Site Assistant Substitute on call as needed at Spring Creek, effective 6/12/2023-9/1/2023.
13. Mariah Grisim, EarlyVentures Teacher and KidVentures Site Assistant for up to 40 hours/week at the NCEC and Bridgewater, change to KidVentures Site Assistant for up to 40 hours/week and EV Substitute on call as needed at Spring Creek and NCEC, effective 6/12/2023-9/1/2023.
14. Kailyn Ims, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
15. Tammy Iszler Johnson, Occupational Therapist at Bridgewater, add Summer TS Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023-8/11/2023. Step 4-\$15.91/hr.
16. John Kromschroeder, Head Custodian at the Middle School, building stipend \$5,000/yr., change building stipend to \$8,500/yr., effective 5/9/2023.
17. Grace LaCanne, Instructor Lead with Community Ed Recreation, add Summer Instructor Assistant with Community Ed Recreation, effective 5/31/2023-8/31/2023. Step 2-\$14.25/hr.
18. Briana Lanham, KidVentures Site Assistant for 28.5 hours/week at Spring Creek, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
19. Quinn Line, KidVentures Site Assistant for 8.5 hours/week at Spring Creek, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
20. Tonya Merritt, KidVentures Site Leader for 35 hours/week at Bridgewater, change to KidVentures Site Leader for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
21. Lacey Neuman Bissonnette, KidVentures Site Leader for 35 hours/week at Greenvale Park, change to KidVentures Site Leader Substitute on call as needed at Spring Creek, effective 6/12/2023-8/18/2023.
22. Lacey Neuman Bissonnette, KidVentures Site Leader at Greenvale Park, add Summer TS Club Leader for up to 3 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023-8/11/2023. \$23.65/hr.
23. Julia Peterson, KidVentures Site Assistant for up to 17.5 hours/week at Greenvale Park, change to KidVentures Site Assistant Substitute on call as needed for up to 40 hrs/week at Spring Creek, effective 6/12/2023-7/7/2023.
24. Justin Raabolle, Master Electrician with the District, change to Director of Buildings and Grounds with the District, effective 5/23/2023. \$116,624/year prorated until June 30.
25. Nicole Rasmussen, EarlyVentures and KidVentures Site Assistant for up to 10 hours/week at Bridgewater, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
26. Jennifer Rauk, Instructor Assistant with Community Ed Recreation, add Summer Instructor Lead with Community Ed Recreation, effective 5/31/2023-8/31/2023. Step 6-\$16.25/hr.
27. Ian Rhoades, .80 FTE English Teacher at the High School, add .10 additional FTE English at the High School, effective 8/24/2023-6/6/2024.
28. Chris Rosas Bermudez, Community School Club Leader at Bridgewater, add Summer TS Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023-8/11/2023. Step 1-\$14.50/hr.
29. Suzy Running, KidVentures Site Assistant for 15 hours/week at Spring Creek, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
30. Natasha Smith, Community School Club Leader at Bridgewater, add Summer TS Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023-8/11/2023. Step 1-\$14.50/hr.
31. Remy Soulak, EarlyVentures Teacher for up to 30 hours/week at the NCEC, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-9/1/2023.
32. Grace Swanson, Community School Site Assistant at Greenvale Park, change to KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-8/25/2023.
33. ReNae Trebelhorn, Special Ed Teacher at the High School, change to Special Ed Teacher at the Middle School, effective 8/24/2023.

34. Cydney Ulvestad, EA at Greenvale Park, add KidVentures Site Assistant for up to 40 hours/week at Spring Creek, effective 6/12/2023-8/25/2023.
- iii. Leave of Absence
 1. Michelle Bendett, Teacher at the Middle School, FMLA beginning 5/24/2023 through the end of the 2022-2023 school year.
 2. Christine Howard, Teacher at Spring Creek, FMLA beginning 5/16/2023 and continue on an intermittent basis for up to 60 work days.
 3. Kari Winter, Teacher at the NCEC, FMLA beginning 6/5/2023 through the end of the 2022-2023 school year.
- iv. Retirements/Resignations/Terminations
 1. Kristin Basinger, EA at the Middle School, retirement effective 8/25/2023.
 2. Anna Kelly, Media Center EA at the High School, resignation effective 5/17/2023. Will continue in the teaching position.
 3. Emyla Lewis, Community School Club Leader at Greenvale Park, resignation effective 5/24/2023.
 4. Andrea Serrano Garcia, Community School Site Assistant at Greenvale Park, resignation effective 5/8/2023.
- v. Other Personnel Related Item
 1. Dorothy Cohan, Pay differential for added administrative responsibilities for Buildings and Grounds. A one time pay differential of \$1,419.00, May 8 - May 22, 2023.

*Conditional offers of employment are subject to successful completion of a criminal background check and Pre-work screening (if applicable)

8. Items for Individual Action

- a. iPad Lease Agreement. The board is requested to approve the iPad lease agreement as presented by Director of Technology Nate Knutson and Director of Finance Val Mertesdorf at the May 8 board meeting.

Superintendent's Recommendation: Motion to approve the iPad lease agreement as presented.

- b. Girls Swim & Dive Cooperative Sponsorship with Arcadia Charter School. The board is requested to approve a non-exclusive cooperative sponsorship of Girls Swim & Dive with Arcadia Charter School beginning with the 2023-24 school year as presented at the May 8 board meeting.

Superintendent's Recommendation: Motion to approve a non-exclusive cooperative sponsorship of Girls Swim & Dive with Arcadia Charter School beginning with the 2023-24 school year as presented.

- c. Dissolution of the Boys Cooperative Sponsorship with Randolph Public Schools. The board is requested to approve the dissolution of the boys hockey cooperative sponsorship with Randolph Public Schools beginning with the 2023-24 school year as presented at the May 8 board meeting.

Superintendent's Recommendation: Motion to approve the dissolution of the boys hockey cooperative sponsorship with Randolph Public Schools beginning with the 2023-24 school year as presented.

- d. Policy Committee Recommendations. The board is requested to approve the updates to policies 206, 211, 212 and 214 as presented at the May 8 board meeting.

Policy 810, which had previously been scheduled for individual action, will not be considered for approval at this meeting.

Superintendent's Recommendation: Motion to approve the updates to policies 206, 211, 212 and 214 as presented.

- e. FY24 Activity Fee Rates. The participation activity fee increase for both middle school and high school activities was part of the board approved budget reduction process. The board is requested to approve the FY24 activity fee rates as proposed at the May 8 board meeting.

Superintendent's Recommendation: Motion to approve the FY24 activity fee rates as presented.

- f. Proposed 2023-24 Budgets - All Funds. In the packet is the annual proposed budget book for 2023-24. The individual funds have been presented and reviewed in detail at school board meetings over the past few months. A summary of revenue and expenditure amounts are listed below.

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General Fund	\$60,947,563	\$59,739,622
Child Nutrition	\$ 2,407,584	\$ 2,645,006
Community Education	\$ 3,333,364	\$ 3,463,457
Debt Service	\$ 6,301,210	\$ 5,912,409
Internal Service	\$11,396,574	\$11,094,171

Superintendent's Recommendation: Motion to approve the proposed 2023-24 budgets as presented for all funds.

9. Items for Information

- a. Enrollment Report. Superintendent Hillmann will review the May 2023 enrollment report.

10. Future Meetings

- a. Monday, June 12, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, July 10, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, August 14, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

Procedures to Policy 516 - STUDENT MEDICATION

- A. The administration of prescription medication or drugs at school requires a completed signed request from the student's licensed prescriber and the parent/guardian. An oral request must be reduced to writing within two school days for non-regulated and /or Over the Counter (OTC) medications, provided that the district relies on written or oral permission from parent/guardian to dispense medication until a written request is received from the provider. Regulated medications will be given only with a completed signed request.
- B. A "School Medication Physician Order and Parent Authorization" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minnesota Statute section 152.22, Subd. 6.
- C. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law and must be administered in a manner consistent with the instructions on the label.
- D. In the elementary schools, parents/guardians are to bring prescription and non-prescription medication to the health office and not send it with their child. In the middle school, high school and Area Learning Center, students or their parents/guardians shall bring the medication to the nurse's office. Non-prescription medication should be in a container with the name of the student on it. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. Prescription medications are not to be carried by the student, but will be left in the health office. Controlled substances cannot be carried by a student and must be brought in by an adult. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (~~See Part M.5. below~~), OTC medication at the secondary level according to Minnesota Statute 121A.222, (~~See Part M.5 below~~) and medications administered as noted in a written agreement between the district and the parent/guardian or as specified in an IEP (individualized education program), Section 504 plan, or IHP (individual health plan).
- F. The school must be notified immediately by the parent/guardian or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization and container label with new pharmacy instructions shall be required immediately as well.
- G. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.

- H. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication. If needed, training will be provided to staff in safe administration of medication, conditions under which medication should be administered and appropriate response to medication reactions.
- I. Medications will be stored in a locked secure facility. Health records will be stored and maintained in compliance with data privacy laws.
- J. Field trips: Teacher or Educational Assistant assigned to student may dispense medication as instructed by school nurse.
- K. Parents/guardians will pick up their student's unused medication. Disposal of discontinued/unused/expired medications will be witnessed and documented and the school police liaison officer will dispose of these medications.
- L. Complementary and alternative medications require the same authorization as other prescription medications, i.e. completed signed request from the student's licensed prescriber and the parent/guardian.
- M. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party if appropriately contracted by the school district under Minnesota Statute 121A.21. District administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the board, such guidelines and procedures shall be an addendum to this policy.
- N. If the administration of a drug or medication described in this section requires the district to store the drug or medication, the parent/guardian must inform the school if the drug or medication is a controlled substance. For a drug or medication that is not a controlled substance, the request must include a provision designating the district as an authorized entity to transport the drug or medication for the purpose of destruction if any unused drug or medication remains in the possession of school personnel. For a drug or medication that is a controlled substance, the request must specify that the parent/guardian is required to retrieve the drug or controlled substance when requested by the school.
- O. Specific Exceptions:
 - 1. Special health treatments and health functions such as catheterization,

tracheostomy suctioning, and gastrostomy feedings do not constitute administration of drugs and medicine.

2. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy.
3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy.
4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy.
5. OTC medications or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
 - a. The district has received a written authorization from the pupil's parent/guardian permitting the student to self-administer the medication.
 - b. The medication is properly labeled for that student.
 - c. The parent/guardian has not requested school personnel to administer the medication to the student.

The parent/guardian must submit written authorization for the student to self-administer the medication each school year. The school nurse must assess the student's knowledge and skills to safely possess and use the medication in a school setting and enter into the student's school health record a "contract" for the safe possession and use of medication.

6. Medications that are not governed by this policy include medications that are used:
 - a. Off school grounds.
 - b. In connection with athletics or extracurricular activities.
 - c. In connection with activities that occur before or after the regular school day.
7. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent/guardian, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan (IHP) for a student who is prescribed epinephrine auto-injectors that enables the student to:
 - a. Possess epinephrine auto-injectors.
 - b. If the parent/guardian and prescribing medical professional determine the student is unable to possess the epinephrine and requires immediate access to epinephrine auto-injectors that the

parent/guardian provides, properly labeled, to the school for the pupil as needed.

The plan must designate the school staff responsible for implementing the student's health plan, including recognizing anaphylaxis and administering epinephrine auto-injectors when required, consistent with state law. This health plan may be included in a student's 504 plan.

8. Nonprescription Medication. A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if the district has received written authorization from the student's parent/guardian permitting the student to self-administer the medication. The parent/guardian must submit written authorization for the student to self-administer the medication each school year. The district may revoke a student's privilege to possess and use nonprescription pain relievers if the district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Nonprescription OTC ibuprofen and acetaminophen pain relievers may be dispensed to a secondary student in a manner consistent with the labeling if the school nurse deems it necessary. Except as stated in this paragraph, only prescription medications are governed by this policy.
9. A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event without a prescription, physician's note, or other documentation from a licensed health care professional. School personnel are not required to provide sunscreen or assist students in applying sunscreen.
- P. Schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.

A district ~~or school~~ may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine auto-injectors.
- Q. "Parent/Guardian" for student 18 years old or older is the student.
- R. Procedure regarding unclaimed drugs or medications.

1. The district has adopted the following procedure for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel in accordance with this policy. Before the transportation of any prescription drug or medication under this policy, the district shall make a reasonable attempt to return the unused prescription drug or medication to the student's parent/guardian. Transportation of unclaimed or unused prescription drugs or medications will occur at least annually, but may occur more frequently at the discretion of the district.
2. If the unclaimed or abandoned prescription drug is not a controlled substance as defined under Minnesota Statute section 152.01, subdivision 4, or is an OTC medication, the district will either designate an individual who shall be responsible for transporting the drug or medication to a designated drop-off box or collection site or request that a law enforcement agency transport the drug or medication to a drop-off box or collection site on behalf of the district.
3. If the unclaimed or abandoned prescription drug is a controlled substance as defined in Minnesota Statute section 152.01, subdivision 4, the district or school personnel is prohibited from transporting the prescription drug to a drop-off box or collection site for prescription drugs identified under this paragraph. The district must request that a law enforcement agency transport the prescription drug or medication to a collection bin that complies with Drug Enforcement Agency regulations, or if a site is not available, under the agency's procedure for transporting drugs.

Executive Summary: This report provides an overview of the district's operations, bright spots, anti-racism work, and progress toward the district's vision, commitments, and benchmarks outlined in the [2027 strategic plan](#).

Northfield Teaching Fellows Program

strategic commitment highlights: people, learner outcomes, equity, partnerships

The Northfield School District received a "Grow Your Own" grant from the Minnesota Department of Education in 2022. The "Northfield Teaching Fellows" program is open to applicants who are Black, Indigenous, or People of Color (BIPOC) attending or planning to attend a Minnesota Professional Educator Licensing and Standards Board-approved (PELSB-approved) teacher preparation program. The district, in partnership with the Northfield Healthy Community Initiative, recently approved four applicants as part of its second round of funding. The district approved five applicants in its first round of awards in 2022.

Why does it matter?

- [According to the Minnesota Department of Education](#), "only 5.9 percent of our teacher workforce identify as teachers of color or American Indian teachers; whereas 36.7 percent of our students identify as students of color or American Indian students."
- Students benefit from "learning from someone they can relate to, socially and culturally." ([Council of Chief State School Officers, 2019](#))

What are the criteria?

Applicants must meet one or more of these criteria:

- A graduate of Northfield Public Schools
- Be a parent of a current Northfield Public Schools student
- Live within the Northfield Public Schools district boundaries
- Be a current Northfield Public Schools employee

What do fellows receive?

- Tuition assistance of up to \$2,500/year
- One-on-one advising support throughout the program
- Stipend to assist with other living or college costs (\$1,000/year)
- Connection with a mentor teacher

Who are the new fellows?

- Xochitl Oaxaca
- Ana Marquez Gatton
- Ana Gallego
- Lupema Celis Castillo

Legislative session comes to a close

strategic commitment highlights: people, learner outcomes, stewardship, equity, partnerships

The Minnesota House and Senate approved HF 2497, the education finance omnibus bill. Governor Walz is expected to sign the bill but has not yet as of the date of this report.

Why does it matter?

- The Legislature has been debating how to allocate the \$17.6 billion surplus.
- Around 70% of the district's revenue comes from the legislature.
- The basic formula is the driver of the district's revenue.
- The special education cross-subsidy accounts for approximately \$5 million.
- The Legislature adopted substantial policy changes that would impact schools.

What are the highlights?

- Basic formula is increased by 4% in FY24 and 2% FY25.
- The basic formula will be indexed with inflation beginning with the FY26. School districts will receive a minimum of a 2% increase and a maximum of a 3% increase based on the consumer price index.
- Forty-four percent (44%) of the special education cross subsidy will be reimbursed in FY24 and FY25. Fifty percent (50%) will be reimbursed in FY26 and FY27.
- A full summary of the HF2497 is included with this report.
- A projection of the new revenue that the district will receive is included with this report.
- Policy adopted as part of the bill will require new expenditures by the district.

Overall, the final [K-12 budget agreement](#) appropriates \$2.264 billion for the FY24-25 biennium and \$3.2 billion for FY26-27 biennium. An additional \$300 million is appropriated for [early childhood education programs](#) funded through the MN Department of Education.

Below is a summary of the key provisions in [HF2497](#), the Omnibus Education Finance Bill and [HF2292](#), the Omnibus Early Education Finance Bill. Below is a summary of the key provisions of those bills.

KEY FINANCE PROVISIONS

Proposal	Final agreement
Formula increase - FY24	4%
Formula increase - FY25	2%
Inflation	Tied to inflation starting FY26 (based on CPI, capped at 3%)
Special education cross-subsidy	\$662.8 million - FY24-25 \$821 million - FY26-27
EL cross-subsidy	\$86.9 million - FY24-25 \$171.8 million - FY26-27
Unemployment insurance aid	\$135 million in FY25 only Funds can be expended through June 30, 2027
Special education unemployment insurance costs	\$64 million per year, starting in FY26
VPK/SR	\$31.7 million in FY24-25 \$149.3 million in FY26-27 \$50 million set aside for 3000 slots to be appropriated in 2024 session
Student support personnel	\$64 million - FY24-25 \$117.7 million - FY26-27
Paraprofessional orientation training	\$7.2 million - FY25 \$16.6 million - FY26-27

Formula Increase

Increases the formula allowance to \$7,138 per pupil for FY24 and to \$7,281 per pupil for FY25.

Increases the general formula allowance for FY26 and later by inflation as measured by the Consumer Price Index, not to exceed 3% per year.

School Unemployment Insurance

- Extends unemployment insurance to hourly, unlicensed school employees, effective May 28, 2023.
- Establishes a school unemployment insurance aid account in a special revenue for school district unemployment insurance aid to reimburse school districts, charter schools, intermediate school

districts and cooperative units for costs associated with providing unemployment benefits to hourly school employees.

- Directs MDE to reimburse school districts, charter schools, intermediate school districts and cooperative units in a form and manner as specified by the commissioner.
- Allows the one-time \$135 million appropriation to be expended through June 30, 2027.
- Appropriates \$64 million per year, starting in FY26, for special education unemployment insurance costs.

Special Education Cross-Subsidy

- Increases the cross-subsidy aid factor to 44% in FY24-26 and 50% in FY27 and later.

English Learner Cross-Subsidy

- Increases the per pupil allowance from \$704 to \$1,228 for FY24-26.
- Increases the per pupil allowance from \$704 to \$1,774 for FY24-26.
- Phases in an English learner cross subsidy aid at 25 percent in FY27 and later.

District Renewal of Current Voter-Approved Operating Referendums

- Authorizes a one-time renewal by the school of an operating referendum previously approved by the voters.
- Requires a school board to vote and pass a written resolution to authorize the referendum after holding a meeting and allowing public testimony.

Teacher and Staff shortages, Increasing Diversity, and Retention

- \$37 million in FY24-25 and \$50.9 million in FY26-27 for Grow Your Own grants.
- \$30 million in FY24-25 and \$10 million in FY26-27 for licensure shortage areas/special education teacher pipeline initiatives.
- \$8.8 million per year for Collaborative Urban and Greater Minnesota Educators of Color grants.
- \$6 million in FY24-25 and later for teacher residency programs.
- \$5 million annually for a student support personnel workforce pipeline.
- \$2.5 million annually for early childhood Grow Your Own grants.
- \$1 million in FY24-25 and later for Black Men Teach.
- \$500,000 annually for student scholarships to address school-based early childhood and family education licensure shortage areas.

Student Support Personnel

- Sets the initial aid amount in FY24 at \$11.94 per adjusted pupil unit and \$17.08 for FY25, and \$48.73 in FY26 and later.
- Includes a minimum aid guarantee of \$40,000.
- Creates a separate category of aid for intermediate school districts and other cooperative units.
- Allows a school district to contract for services if a district cannot hire a new full-time employee with the student support personnel aid.

- Districts must use the funding to hire student support personnel, increase a less than 1.0 FTE, or make permanent a position hired using CARES Act funding.

Paid Paraprofessional Training

- Requires a paraprofessional to be provided at least 8 hours of paid orientation or professional development annually.
- Reimburses school districts, charter schools, intermediate school districts and other cooperative districts for expenses incurred.

Compensatory Revenue

- Requires at least 80% of a school district's compensatory revenue to remain at the site where the revenue was generated.
- Requires a school district to report whether programs funded with compensatory revenue are consistent with best practices demonstrated to raise student achievement.
- Holds compensatory funding harmless through FY27, in the same manner the Governor recently proposed in his revised budget.

Non-exclusionary Discipline Grants

- Appropriates \$1.75 million per year for grants to schools to train staff on non-exclusionary disciplinary practices.

Special Instruction and Services Extended to Age 22

- Extends special instruction and services for children with a disability until age 22.

READ Act

- Appropriates \$35 million in FY24 only to reimburse school districts, charter schools, and cooperatives for evidence-based literacy supports based on structured literacy.
- Appropriates \$34.9 million in FY24 only for professional development on evidence-based literacy supports based on structured literacy.

Minnesota Multi-Tiered System of Support (MnMTSS) and Collaborative Minnesota Partnerships to Advance Student Success (COMPASS)

- Requires MDE to offer districts and charter schools training and support in implementing MTSS through the department COMPASS team and the service cooperatives.

School Library Aid:

- Appropriates \$45 million in FY24-25 and \$47.5 million in FY26-27 for a new funding formula for school library aid.
- Aid equals the greater of \$16.11 times the district's adjusted pupil units for the school year or \$40,000.

- Aid must be used for (1) the salaries and benefits of a school library media specialist; (2) electronic, computer, and audiovisual equipment; (3) information technology infrastructure and digital tools; (4) electronic and material resources; or (5) furniture, equipment, or supplies.

Special Education Separate Sites and Programs Aid

- Appropriates \$4.3 million in FY24 and \$5.1 million in FY25 and later to Special Education Settings 4 and higher sites, including special education cooperatives and intermediate school districts.

Pupil Transportation

- Increases the portion of a school district's unfunded pupil transportation expenses funded through state aid from 35% of the unfunded amount.
- Appropriates \$2.4 million in FY24-25 and later for homeless student transportation costs.
- Appropriates \$519,000 in FY24 and later for foster student transportation costs.
- Allows the board of a school district and a nonpublic school to mutually agree to a written plan for the transportation of nonpublic students.

American Indian Education Aid

- Appropriates \$12.9 million in FY24 and \$14.7 million in FY25 to increase American Indian education aid and extends it to districts formed as joint powers.
- Appropriates \$7.5 million per year for native language revitalization grants.

Safe Schools/Cybersecurity

- Makes cyber security expenditures, including costs for updating computer hardware and software and cyber security insurance, an eligible use of safe schools revenue.
- Appropriates \$24.3 million FY24 for grants to school districts to improve building security and cyber security.

Career and Technical Education:

- Appropriates and additional \$5 million per year for career and technical education consortium grants.
- Appropriates \$500,000 per year for CTE EMS course grants.
- Appropriates \$450,000 for a transportation pilot program.
- Allows a student in grade 11 or 12 who is employed by an institutional long-term care or licensed assisted living facility, a home and community-based services and supports provider, a hospital or health system clinic, or a child care center to earn up to two elective credits each year toward graduation.

Menstrual products and opiate antagonists:

- Requires a school district or charter school to provide access to menstrual products at no charge. These products must be available to all students in restrooms regularly used by students in grades 4 to 12 according to a plan developed by the school district.
- Requires a school district to maintain two doses of nasal naloxone available on-site.

- Adds \$2 per adjusted pupil unit to a district's operating capital revenue for these costs.

Voluntary PreK/School Readiness Plus

- Beginning in FY24 makes the 4,000 expiring seats permanent.
- Adds another 5,200 seats for FY25.
- Appropriates an additional \$50 million for FY25 and directs MDE to reserve this funding for an additional 3000 slots for the Legislature to act on in the 2024 legislative session.

Early Childhood Health and Developmental Screening Aid Increase

- Increases screening and developmental aid by 30%

Early Childhood Family Education (ECFE)

- Because the ECFE formula increase is tied to any increases in the general education formula, ECFE will see an increase of \$5.5 million in FY24-25 and \$10.7 million in FY26-27.

Community Education

- Increases the basic community education revenue allowance from \$5.42 per capita to \$6.35 per capita for FY25 and later.
- Provides additional funding through state aid, beginning in FY25.

Adults with Disabilities

- Replaces the current limited grant program with a funding formula of \$0.34 per capita (population of the school district) for each school district that operates an adult with disabilities program.
- Provides additional funding through state aid, beginning in FY25.

Adult Basic Education

- Increases the per contact hour cap to \$30 per contact hour, up from the current \$22 per contact hour.
- Clarifies the funding growth formula to ensure continued funding for ABE at current levels.
- Appropriates \$490,000 in FY24 to pay for one commissioner-approved high school equivalency exam per eligible Minnesota tester.

After School Programs

- Appropriates \$30 million FY24 only for after-school grants.

Full-Service Community Schools

- Appropriates \$14.5 million FY24-25 and \$10 million in FY26-27.

POLICY PROVISIONS

Teachers

- Reduces from 120 to 90 the number of days of teaching service a probationary teacher must complete during the probationary period.

- Modifies the probationary period for a teacher who has taught for three consecutive years in a single district or charter school in Minnesota or another state by allowing the teacher to obtain continuing contract status after serving a one-year probationary period.
- Allows Tier 1 teachers to be in the same bargaining unit as other teachers for purposes of collective bargaining.
- Modifies the definition of “teacher” for purposes of PELRA, which determines which individuals can be in the teacher bargaining unit. Includes in the definition of teacher, a person creating and delivering instruction to children in a prekindergarten or early learning program but allows these teachers to stay in a different bargaining unit certified before January 1, 2023, with some exceptions.
- Allow adult basic education and early childhood family education teachers to obtain tenure or continuing contract status.

E-Learning Days

- Requires a school district to pay all employees their full wages and benefits for scheduled work hours during an e-learning period and to allow employees to work from home to the extent practicable, be assigned to work in an alternative location, or be retained on an on-call basis for any potential need.

Academic Standards, Course Requirements, Graduation Requirements

- Requires students who begin grade 9 in the 2024-2025 school year and later must successfully complete a course for credit in personal finance in grade 10, 11, or 12. A teacher of a personal finance course must have a field license or out-of-field permission in agricultural education, business, family and consumer science, social studies, or math.
- Requires students to complete a course for credit in government and citizenship within the existing social studies credit requirements.
- Requires high schools to offer an ethnic studies course aligned with state social studies standards by the 2026-2027 school year. Requires school districts to provide ethnic studies instruction to elementary and middle schools by the 2027-2028 school year aligned with state standards. An ethnic studies course may fulfill a social studies, language arts, arts, math, or science credit if the course meets the applicable state academic standards. An ethnic studies course may fulfill an elective credit if the course meets applicable local academic standards or other requirements.
- Requires a school district to offer as part of its social studies curriculum education on the Holocaust and genocide education in middle school and high school curriculum by the 26-27 school year per rules on social studies standards and benchmarks.
- Requires state high school math standards to include algebra II, integrated math III, or an equivalent, and grade 8 standards to include completion of algebra.
- Requires districts to adopt state arts standards. Adds media arts as a fifth arts area.
- Modifies physical education standards and math credit requirements.
- Requires local CTE standards to align with CTE frameworks developed by the Department of Education, standards developed by national CTE organizations, or recognized industry standards.

Teacher Licensure

- Strikes the requirement for a candidate to have a passing score on a board-adopted examination of skills in reading, writing, and mathematics to receive a Tier 4 teaching license. Makes a Tier 3 or Tier 4 licensure candidate exempt from passing an examination of general pedagogical knowledge and licensure-specific content if the candidate has completed a board-approved preparation program or a state-approved teacher preparation program in another state and passed licensure examinations in that state.
- Allows PELSB to begin renewing license applications before July 1 and removes the 30-day deadline for issuing or denying the license.
- Expands the list of applicants exempt from the requirement to hold a bachelor's degree for a Tier 1 or Tier 2 license to include persons teaching world languages and culture and the performing or visual arts.
- Establishes a pilot program for the 23-24 and 24-25 school years. Allows a district or charter school and an applicant to jointly request PELSB approve an application for a short-call substitute license. Requires an applicant to meet one of the following requirements: have an associate degree or equivalent and receive substitute training from the district or school or have a high school diploma or equivalent and have been employed as an education support professional or paraprofessional in the district or charter school for at least one year.

Student Discipline

Pupil withdrawal agreements

- Limits a pupil withdrawal agreement to 12 months.
- Defines a pupil withdrawal agreement as a verbal or written agreement between a school and a parent to withdraw the student to avoid expulsion or exclusion dismissal proceedings.
- Requires when student records are transmitted to include pupil withdrawals and services a student needs to prevent inappropriate behavior from recurring.
- Adds "In-school suspension" to the definition of suspension to mean an instance in which a pupil is temporarily removed from the pupil's regular classroom for at least half a day for disciplinary purposes but remains under the direct supervision of school personnel.
- Prohibits dismissal of a student in kindergarten through grade three unless non-exclusionary discipline measures have been exhausted and there is an ongoing serious safety threat to the child or others.

Admission or readmission plans

- Requires a readmission plan to include measures to improve the pupil's behavior and to require parental involvement in the readmission process. Lists optional elements of the readmission plan.
- States that the definition of a suspension does not apply to a dismissal of less than one school day.

Non-exclusionary disciplinary policies and practices

- Requires a school board to establish non-exclusionary disciplinary policies and practices.
- Establishes requirements relating to expulsions and exclusions, including ensuring the pupil is on track for readmission, continued eligibility for school-based mental health services, and information on accessing mental health services.

- Directs a school to attempt to use non-exclusionary disciplinary policies and practices before dismissal proceedings or pupil withdrawal agreements except in certain circumstances.
- Requires alternative education services to be provided to a suspended pupil for more than five consecutive school days.
- Requires school administration to allow a suspended pupil the opportunity to complete school work assigned during a suspension and receive full credit for completing the assignments.

Recess

- Defines recess detention to mean excluding or excessively delaying a student from participating in a scheduled recess because of student behavior.
- Limits the use of recess detention and requires districts and charter schools to notify a parent within 24 hours of using recess detention.

World's Best Workforce

- Adds definitions for "ethnic studies curriculum," "anti-racist," "culturally sustaining," and "institutional racism."
- Requires district advisory committee to recommend strategies regarding curriculum, learning, and work environments.

Curriculum Policy

- Prohibits a school board from discriminating or disciplining a teacher or principal for incorporating into curriculum contributions by persons in a federally protected class if the contributions are in alignment with adopted standards and benchmarks.

PSEO

- Prohibits a postsecondary institution participating in the PSEO from requiring a faith statement during the application process or basing an admission decision on a student's race, creed, ethnicity, disability, gender, sexual orientation, or religious beliefs or affiliations.
- Shortens the period within which a parent must notify the nonresident district whether the student intends to enroll in the nonresident district.
- Requires a postsecondary institution to notify a secondary pupil's school as soon as practicable if the pupil withdraws from the course or stops attending the course.
- Requires a secondary pupil enrolled in a postsecondary course to provide the secondary school with the pupil's interim or nonfinal grades earned during the academic term.

Online Learning

- Makes several changes to allow school districts to provide online learning to enrolled students.

American Indian Education

- Requires the commissioner to embed Indigenous education for all students consistent with recommendations from Minnesota's Tribal Nations and urban Indigenous communities into the state's academic standards. Delays review of physical education standards to the 2026-2027 school year.

- Requires the state count of American Indian students to be used to determine eligibility for Indian education aid.

American Indian Mascots Prohibited

- Starting September 1, 2025, a public school may not have or adopt a name, symbol, or image that depicts or refers to an American Indian Tribe, individual, custom, or tradition to be used as a mascot, nickname, logo, letterhead, or team name of the school, district, or school within the district, unless the school has obtained an exemption
- This does not apply to a public school located within the reservation of a federally recognized Tribal Nation in Minnesota, where at least 95 percent of students meet the state definition of American Indian student.
- A public school may seek an exemption by submitting a request in writing to all 11 federally recognized Tribal Nations in Minnesota and to the Tribal Nations Education Committee by September 1, 2023.

Graduation Ceremonies; Tribal Regalia and Objects Of Cultural Significance

- Prohibits a district from prohibiting an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.

Tobacco Products in Public Schools

- Allows American Indian students to carry a medicine pouch containing loose tobacco intended for an observance of traditional spiritual or cultural practices.

Conduct on Certain Holidays

- Replaces Columbus Day with Indigenous Peoples' Day on the list of holidays that a school district may conduct school. Requires at least one hour of the school program on Indigenous Peoples' Day to be devoted to the observance of the day and lists topics on which the district may provide professional development to teachers and staff or instruction to students.

Malicious and Sadistic Conduct

- Defines “malicious and sadistic conduct,” and requires school boards to adopt a written policy to address “malicious and sadistic conduct” that prohibits conduct involving race, color, creed, national origin, sex, age, marital status, status regarding public assistance, disability, religion, sexual harassment, sexual orientation, and sexual exploitation by a district or school staff member or student against another staff member or student.

Restrictive Procedures Standards

- Establishes additional requirements related to a school's use of restrictive procedures, including a review of the use of the procedures and the role of school resource officers in the use of restrictive procedures.
- Requires documentation to describe the post-use debriefing that occurred because of the use of the physical hold or seclusion.

- Modifies requirements to report the use of restrictive procedures to the Department of Education
- Prohibits the use of seclusion on children from birth through grade 3 by September 1, 2024.
- Directs MDE, in cooperation with stakeholders, to make recommendations to the Legislature during the 2024 session to end seclusion in Minnesota schools, including specific dates by grade or facility.

Prekindergarten Licensure Requirement

- Requires a school district to employ a licensed teacher to provide instruction in a preschool, school readiness, school readiness plus, prekindergarten, or other school district or charter school-based early education program.
- Any teacher who has taught in a preschool, school readiness, school readiness plus, prekindergarten, or other early learning programs for at least five years before September 1, 2028, may continue to teach without obtaining a license.
- This provision does not apply to school districts that run a certified license exempt child care program or a licensed child care program.
- This requirement is effective July 1, 2028.

Active Shooter Drills

- Defines active shooter drill and active shooter simulations outlines active shooter drill protocols districts must follow.

Class size report

- Requires school districts to annually report the district's class size ratios by each grade to the commissioner of education in the form and manner specified by the commissioner.
- Requires MDE to submit a report to the Legislature beginning December 1, 2024, detailing the statewide ratios by grade starting with the 2023-2024 school year.

HF 2497 Conference Committee FY 2024/2025

Major Revenue to School Districts Please Refer to MDE Printouts After Session Ends

659 - Northfield	FY 2023	FY 2024				FY 2025		
	Base 23	Base 24	Conference	Conference over Base		Base 25	Conference	Conference over Base
Adjusted ADM (pupils)	3,680	3,664	3,664			3,664	3,664	
GENERAL EDUCATION								
Basic	27,825,347	27,778,679	28,891,769	1,113,090		27,778,679	29,470,576	1,691,897
Extended Time	191,376	183,189	183,189	0		183,189	183,189	0
Gifted&Talented	52,707	52,619	52,619	0		52,619	52,619	0
Small Schools	0	0	0	0		0	0	0
Declining	393,960	13,070	13,593	523		0	0	0
Local Option	2,935,386	2,930,462	2,930,462	0		2,930,462	2,930,462	0
Compensatory	673,483	1,366,785	1,429,180	62,395		1,361,454	1,455,924	94,470
English Learner	128,162	151,056	263,483	112,427		151,056	263,483	112,427
Op Sparsity	0	0	0	0		0	0	0
Oper. Capital	899,581	898,073	906,168	8,095		898,073	906,168	8,095
Transpo Sparsity	411,178	408,627	425,000	16,373		408,627	433,514	24,887
Equity	280,458	278,448	278,448	0		277,344	277,344	0
Transition	0	0	0	0		0	0	0
Pension Adj	291,988	341,457	341,457	0		341,378	341,378	0
Options Adj: Referendum Aid	0	0	0	0		0	0	0
Options Adj: Charter Transport	132,603	132,751	138,031	5,280		137,717	146,105	8,388
Options Adj: Faribault	-28,825	-28,825	-29,980	-1,155		-28,825	-30,580	-1,755
Referendum	8,072,310	8,303,247	8,303,247	0		8,486,603	8,486,603	0
Gen Ed Totals	42,259,714	42,809,638	44,126,705	1,317,067		42,978,375	44,916,784	1,938,409
Gened Change Prior Year	na	549,924	1,866,991			168,738	790,080	
% Change From Prior Year	na	1.3%	4.4%			0.4%	1.8%	
Gened Change Base	na	na	1,317,067			na	1,938,409	
% Change From Base	na	na	3.1%			na	4.5%	
SPECIAL EDUCATION								
Special Ed Regular, Net	7,523,036	7,464,270	9,267,009	1,802,739		7,866,033	9,878,132	2,012,099
Spec Ed Totals	7,523,036	7,464,270	9,267,009	1,802,739		7,866,033	9,878,132	2,012,099
Spec ed Change Prior Year	na	-58,766	1,743,973	1,743,973		401,763	611,123	
% Change From Prior Year	na	-0.8%	23.2%	23.2%		5.4%	6.6%	
Spec ed Change Base	na	na	1,802,739	1,802,739		na	2,012,099	
% Change From Base	na	na	24.2%	24.2%		na	25.6%	
OTHER								
Adults with Disabilities	0	0	0	0		0	0	0
Community Education	214,460	214,460	214,460	0		214,460	241,648	27,189
Library Aid	0	0	65,207	65,207		0	65,207	65,207
English Learner Adjustment	15,007	15,007	15,007	0		15,007	15,007	0
American Indian Aid	23,938	29,308	53,000	23,692		30,024	54,000	23,976
Student Support Staff Aid	0	0	48,328	48,328		0	69,133	69,133
LTFM Revenue	2,646,169	2,615,886	2,615,886	0		2,549,790	2,549,790	0
ECFE Revenue	242,772	242,772	252,483	9,711		242,772	257,532	14,761
Other Totals	3,142,345	3,117,433	3,264,371	146,938		3,052,053	3,252,318	200,265
Other Change Prior Year	na	-24,913	122,025			-65,380	-12,053	
% Change From Prior Year	na	-0.8%	3.9%			-2.1%	-0.4%	
Other Change Base	na	na	146,938			na	200,265	
% Change From Base	na	na	4.7%			na	6.6%	
TOTAL REVENUE	52,925,094	53,391,340	56,658,084	3,266,744		53,896,461	58,047,234	4,150,773
Total Change Prior Year	na	466,245	3,732,989			505,121	1,389,150	
% Change From Prior Year	na	0.9%	7.1%			0.9%	2.5%	
Total Change Base	na	na	3,266,744			na	4,150,773	
% Change From Base	na	na	6.1%			na	7.7%	

659 - Northfield	FY 2023	FY 2024 Per Pupil Amounts				FY 2025 Per Pupil Amounts		
	Base 21	Base	Conference	Conference over Base		Base	Conference	Conference over Base
Adjusted ADM (pupils)	3,680	3,664	3,664			3,664	3,664	
GENERAL EDUCATION								
Basic	7,561	7,582	7,885	304		7,582	8,043	462
Extended Time	52	50	50	0		50	50	0
Gifted&Talented	14	14	14	0		14	14	0

HF 2497 Conference Committee FY 2024/2025

Major Revenue to School Districts Please Refer to MDE Printouts After Session Ends

Small Schools	0	0	0	0	0	0	0
Declining	107	4	4	0	0	0	0
Local Option	798	800	800	0	800	800	0
Compensatory	183	373	390	17	372	397	26
English Learner	35	41	72	31	41	72	31
Op Sparsity	0	0	0	0	0	0	0
Oper. Capital	244	245	247	2	245	247	2
Transpo Sparsity	112	112	116	4	112	118	7
Equity	76	76	76	0	76	76	0
Transition	0	0	0	0	0	0	0
Pension Adj	79	93	93	0	93	93	0
Options Adj: Referendum Aid	0	0	0	0	0	0	0
Options Adj: Charter Transport	36	36	38	1	38	40	2
Options Adj: Faribault	-8	-8	-8	0	-8	-8	0
Referendum	2,194	2,266	2,266	0	2,316	2,316	0
Gen Ed Totals	11,484	11,684	12,043	359	11,730	12,259	529
Gened Change Prior Year	na	200	560		46	216	
% Change From Prior Year	na	1.7%	4.9%		0.4%	1.8%	
Gened Change Base	na	na	359		na	529	
% Change From Base	na	na	3.1%		na	4.5%	
<u>SPECIAL EDUCATION</u>							
Special Ed Regular, Net	2,044	2,037	2,529	492	2,147	2,696	549
Special Ed other							
Spec Ed Totals	2,044	2,037	2,529	492	2,147	2,696	549
Spec ed Change Prior Year	na	-7	485		110	167	
% Change From Prior Year	na	-0.3%	23.7%		5.4%	6.6%	
Spec ed Change Base	na	na	492		na	549	
% Change From Base	na	na	24.2%		na	25.6%	
<u>OTHER</u>							
Adults with Disabilities	0	0	0	0	0	0	0
Community Education	58	59	59	0	59	66	7
Library Aid	0	0	18	18	0	18	18
English Learner Adjustment	4	4	4	0	4	4	0
American Indian Aid	7	8	14	6	8	15	7
Student Support Staff Aid	0	0	13	13	0	19	19
LTFM Revenue	719	714	714	0	696	696	0
ECFE Revenue	66	66	69	3	66	70	4
Other Totals	854	851	891	40	833	888	55
Other Change Prior Year	na	-3	37		-18	-3	
% Change From Prior Year	na	-0.4%	4.3%		-2.1%	-0.4%	
Other Change Base	na	na	40		na	55	
% Change From Base	na	na	4.7%		na	6.6%	
TOTAL REVENUE	14,382	14,572	15,463	892	14,710	15,843	1,133
Total Change Prior Year	na	190	1,082		138	379	
% Change From Prior Year	na	1.3%	7.5%		0.9%	2.5%	
Total Change Base	na	na	892		na	1,133	
% Change From Base	na	na	6.1%		na	7.7%	



Committee Report

Board of Education

Name: Robert Coleman **Committee:** Legislative Action Committee

Date Submitted: 5/16/2023 12:22:43

Purpose and Membership of the Legislative Action Committee:

The goals of the Legislative Action Committee (LAC) are to inform community members how the legislative process works, provide updates on the progress of education-related bills, and to advocate for the needs of Northfield students. Now in its third year, the LAC brings together educational advocates from across the community to engage together in action that promotes legislative support for public education in Minnesota with a focus on legislation that will impact Northfield Public Schools.

Meeting biweekly on Saturday mornings during the Minnesota legislative session, the committee is composed of three board members, Dr. Hillmann, and between 12-20 community members participating each meeting. An open invitation is extended to the community to attend committee meetings and members are encouraged to share what they have learned as well as to encourage others to engage as advocates for our schools with the legislature.

Instruction and Skill Building:

At each meeting attendees are provided with an update of the current status of education policy and finance legislation at the Minnesota Legislature. Discussion has then focused on providing members with the necessary tools to understand the needs of school districts such as Northfield and offered an opportunity for answering any questions that have arisen for members. Training is also provided each week on effective ways of communicating our public education message. Each session then concludes with a call to action with a specific set of steps committee members are urged to take as public education advocates before the next meeting.

Advocacy Actions:

This legislative session, the LAC concentrated its advocacy efforts primarily on three areas of school funding.

1. Increasing the basic education funding formula by five percent for each year of the biennium as well as linking funding to inflation going forward.
2. Fully funding the growing special education cross-subsidy for Minnesota public schools.
3. Limiting the addition of unfunded or underfunded state policy mandates.

LAC members have persistently called, emailed, and mailed our legislative leaders to promote this school funding platform. Attendees have shared their letters, emails and phone scripts with their personal networks to encourage additional public engagement from our community. Members also participated in the Minnesota School Board Association/Minnesota Association of School Administrators Legislative Day of Action in St. Paul and held individual meetings with our local representatives.

2023 Legislative Session Summary:

As of the writing of this committee report, the Minnesota Legislature is in the final stretch with omnibus education policy and financial bills from the House and Senate being reconciled by legislative conference committee. It is our understanding that the current agreement increases the basic formula by four percent in the first year of the biennium and two percent in the second year, with increases in funding being linked to inflation (with a cap of three percent per year) going forward. The special education cross-subsidy will be reduced by 44% for each of the next three years and by 50% for each year after. The policy-heavy education bills do carry a large number of requirements for schools that may not be fully funded and we anxiously await the final language of the legislation to understand the full implication of this legislative session on our schools.

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

May 8, 2023

District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Butler, Coleman, Goerwitz, Gonzalez-George, Miller, Nelson and Quinnell. Absent: None. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Agenda Approval/Table File

On a motion by Quinnell, seconded by Goerwitz, the board unanimously approved the agenda.

3. Public Comment

There were no public comments.

4. Announcements and Recognitions

- The school board recognized senior members of the DYC and presented each with a certificate of appreciation: Grace Ryden, and Leta Prestemon. Chloe Xiao was unable to attend but was recognized.
- Congratulations to ALC staff members Paul Stanton and Jenn Toth. Both Paul and Jenn received the Prevention Champion award this year from Rice County Chemical and Mental Health Coalition. A Prevention Champion is someone who helps reduce risk factors for alcohol and drug abuse, supports recovery, promotes mental health and well-being, or builds assets for our youth and other community members.
- Hundreds of students, families and community members celebrated Cinco de Mayo on Friday, May 5 at the Northfield Middle School. The Cinco de Mayo scholarship award winners are Ashley Marcial Rodriguez and Daniel De La Torre.
- Anne Maple passed away on April 28. Anne served on the board from 2008 through 2016. Anne was a champion for students and staff and she made a significant impact on our district and community.

5. Items for Discussion and Reports

- a. District Youth Council (DYC) Recap. DYC members Connor Percy and Grace Ryden provided a 2022-23 end-of-year recap of DYC committees and activities.
- b. iPad Lease Presentation. Director of Technology Nate Knutson presented a recommended iPad lease option and associated costs for the board's consideration. This will be an item for individual action at the May 22 board meeting.
- c. Cooperative Sponsorship Actions. Activities Director Bubba Sullivan, with the approval from the Minnesota State High School League, recommended a non-exclusive cooperative sponsorship of Girls Swim & Dive with Arcadia Charter School beginning with the 2023-2024 school year. Mr. Sullivan also recommended the dissolution of the boys hockey cooperative sponsorship with Randolph High School, beginning with the 2023-24 school year. This will be an item for individual action at the May 22 board meeting.
- d. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommendations on policies 206, 211, 212 and 214. This will be an item for individual action at the May 22 board meeting.
- e. Policy 810 Energy and Building Management & Accompanying Guidelines. Director Mertesdorf presented policy 810 to the board. This policy has been vetted by the policy committee and the board will be asked to approve this policy and the accompanying guidelines at the May 22 board meeting.

- f. Proposed 2023-2024 General Fund Budget. Director Mertesdorf presented the Proposed 2023-2024 General Fund Budget.
- g. Head Custodian Agreement Modifications. Superintendent Hillmann and Director Mertesdorf presented proposed changes to the building responsibility stipends for head custodians. On a motion by Coleman, seconded by Quinnell, the head custodian agreement modifications was added as an individual action item at this board meeting.
- h. Superintendent Operations and Strategic Plan Update. Superintendent Hillmann shared the recently released graduation rates from MDE for the Class of 2022. Northfield High School continued its strong performance. He also reported that the Minnesota 2023 legislative session is likely to produce substantial new funding for schools while producing substantial new requirements for schools.

6. Consent Agenda

On a motion by Goerwitz, seconded by Nelson, the board unanimously approved the consent agenda.

- a. Minutes
 - Minutes of the Regular School Board meeting held on April 24, 2023
 - Minutes of the Special Closed School Board meeting held on May 1, 2023
- b. Gift Agreements
 - \$1,000.00 for B.A.S.S. fishing from Cannon River Sportsmen's Club
 - \$1,000.00 for the Nancy Pillsbury Scholarship from Pillsbury Family Charitable Fund of the Fidelity Charitable
 - \$2,010.58 transportation reimbursement for vocal activities from Northfield Fine Arts Booster
 - \$1,000.00 from Post Consumer Brands to the Robotics Club sponsorship
 - \$4,027.55 from Greenvale Park PTO to purchase books for Greenvale Park Elementary media center
 - \$1,150.00 from Northfield Basketball Association for team meal at Wild Wings and for travel suits
- c. District Youth Council Members (DYC) 2023-2024. The following students were recommended to serve on DYC during the 2023-2024 school year:
Rising Seniors: Madeline Bussmann*, McKenna Carlson*, Samanta Celis-Bermudez*, Braiden Dietz*, Charlotte Flory, Mari Hanson^*, Inga Johnson*, Connor Percy*
Rising Juniors: Leena Brown, Aldair Conde Arenas, Ethan Coudron*, John Dietiker, Lucy Graham, Junior Martinez, Allison Mathews*, Atticus Mayer, Annika Reister*
Rising Sophomores: Delphine Hawkins, Elliot Ness
 * Denotes current DYC Member
 ^* Mari Hanson was a DYC member her sophomore year, spent her junior year abroad and is returning to DYC for her senior year.
- d. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4, 2023. The district has been contacted by the City of Northfield, the sponsor of the July 4th fireworks display, for permission to use the green space between Northfield Middle School and Bridgewater Elementary School for the fireworks display. The school district traditionally grants permission for this activity and has waived the ban of fireworks on school district property in the past.
- e. Personnel Items
 - i. Appointments
 1. Karen Anderson, Summer Lifeguard with Community Ed Recreation, beginning 5/8/2023-8/31/2023. Step 6-\$15.25/hr.
 2. Thomas Austin, 1.0 FTE Industrial Technology/Agriculture Teacher at the High School, beginning 8/23/2023. BA, Step 9
 3. Meg Diviney-Fearing, Long Term Substitute Special Ed EA PCA for 18 hours/week at the NCEC, beginning 5/1/2023-6/9/2023. Step 4-\$17.70/hr. + prorated PCA stipend.
 4. Addison Ertz, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/2/2023-8/31/2023. Step 2-\$14.25/hr.
 5. Mackie Glassing, Summer Targeted Services Teacher for up to 6 hrs/day Mon.-Thurs. at Bridgewater, beginning 6/14/2023-8/11/2023. \$40.00/hr.

6. Kate Hubers, Summer Instructor Lead with Community Ed Recreation, beginning 5/1/2023-5/31/2023. Step 2-\$15.25/hr.
7. Soren Huebsch, Summer Seasonal Grounds/Custodial Workers for 8 hours/day with the District, beginning 5/15/2023-8/18/2023.Yr. 1-\$16.50/hr.
8. Correction: Andrea James, Long Term Substitute Special Ed EA PCA for 6.75 hours/week at the NCEC, beginning 4/19/2023-5/31/2023. Step 3-\$17.05/hr.
9. Maryam Keita, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/1/2023-8/23/2023. Step 2-\$14.88/hr.
10. Rory Laine, Summer KidVentures Site Assistant for up to 40 hours/week at Spring Creek, beginning 6/1/2023-8/23/2023. Step 1-\$14.50/hr.
11. Michelle Martinez, Summer Targeted Services Teacher for up to 6 hrs/day Mon.-Thurs. at Bridgewater, beginning 6/28/2023-8/11/2023. \$40.00/hr.
12. Connor Nagy, Summer Seasonal Grounds/Custodial Workers for 8 hours/day with the District, beginning 5/22/2023-9/1/2023.Yr. 3-\$18.00/hr.
13. Lily Nagy, Summer Instructor or Swim Assistant with Community Ed Recreation, beginning 5/31/2023-8/31/2023. Step 1-\$14.00/hr.
14. Nolan Nagy, Summer Seasonal Grounds/Custodial Workers for 8 hours/day with the District, beginning 5/15/2023-9/1/2023.Yr. 2-\$17.25/hr.
15. Thomas O'Keefe, .8 FTE Orchestra Teacher at the High School, beginning 8/23/2023. BA20, Step 4
16. Breanna Rodriguez, 1.0 FTE Grade 4 Companeros Teacher at Bridgewater, beginning 8/24/2023. BA, Step 9
17. Lauren Sanders, 1.0 FTE Early Childhood Special Ed Teacher at the NCEC, beginning 8/24/2023. MA, Step 10
18. Joseph Sickler, Summer Seasonal Grounds/Custodial Workers for 8 hours/day with the District, beginning 6/12/2023-8/18/2023.Yr. 1-\$16.50/hr.
19. Alexander Sparks, Summer Seasonal Grounds/Custodial Workers for 8 hours/day with the District, beginning 6/5/2023-8/18/2023.Yr. 2-\$18.00/hr.
20. Lillian Tharp, .50 FTE ECSE Teacher at the NCEC, beginning 8/24/2023. MA, Step 10

ii. Increase/Decrease/Change in Assignment

1. Janet Amundson, EA at the Middle School, add Summer Plus/Blast Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 - 8/11/2023. Step 4-\$15.91/hr.
2. Nives Bakic, EA at the Middle School, add Summer Plus/Blast Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023-6/29/2023. Step 4-\$15.91/hr.
3. Paula Baragary, Teacher at Spring Creek, add Eagle Bluff Coordinator with Community Education effective 5/15/2023-9/30/2023. \$1,000 stipend
4. Elaine Boda, Speech Language Pathologist B-3 at the NCEC, change to Speech Language Pathologist 3-5 at the NCEC, effective 8/24/2023, .50 FTE
5. Amy Boecker, EA/PCA at the NCEC for the 2022-2023 school year, change to EA/PCA ongoing, effective 5/3/2023.
6. Emily Borgerding, LTS Grade 1 Teacher at Greenvale Park, change to 1.0 FTE Grade 1 Teacher-ongoing at Greenvale Park, effective 8/24/2023.
7. Mairin Born, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
8. Stephen Cade, Spanish Teacher at the High School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
9. Marisa DeVito-Wengert, Lifeguard with Community Education Recreation, add Instructor Assistant at step 2-\$14.25/hr., and Instructor Lead at Step 2-\$15.25/hr. with Community Ed Recreation, effective 5/31/2023-8/31/2023.
10. Lindsey Downs, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
11. Leah Driscoll, Teacher at Bridgewater, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
12. Leah Driscoll, Leah Driscoll Teacher at Bridgewater, add Event Worker at the High School, effective 4/25/2023.
13. Jade Fransen, LTS Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 -8/11/2023. \$40/hr.
14. Janet Gannon, EA at the Middle School, add Summer Plus/Blast Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 -8/11/2023. Step 4-\$15.91/hr.
15. Jackie Groth, EA at Bridgewater, add Summer Plus/Blast Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 -8/11/2023. Step 4-\$15.91/hr.
16. Becki Haar, Elementary Portage Teacher, change to 1.0 FTE Grade 4 Teacher at Spring Creek, effective 8/24/2023.

17. Paige Haley, Grade 1 Teacher at Bridgewater, change to Kindergarten Teacher at Bridgewater, effective 8/24/2023.
18. Denise Halvorson, Teacher at the High School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
19. Sam Healy, Grade 3 Teacher at Spring Creek, change to Grade 4 Teacher at Spring Creek effective 8/24/2023.
20. Kelly Hebzynski, Middle School Volleyball Coach Grade 7, change to Middle School Volleyball Coach Grade 8, effective 9/1/2023.
21. Ann Hehr, Grade 4 Teacher at Spring Creek, change to Grade 4 Teacher at Bridgewater, effective 8/24/2023.
22. Anna Hershberger, Media EA for 27.5 hours/week at Greenvale Park, change to Media EA for 27 hours/week at Greenvale Park, effective 9/5/2023.
23. Christopher Howard, 1.0 FTE Spanish Teacher at the Middle School, change to .60 FTE Spanish Teacher at the Middle School and .40 FTE Spanish Teacher at the High School, effective 8/24/2023.
24. Katherine Hubers, Instructor Lead with Community Education Recreation, add Instructor Assistant at step 2-\$14.25/hr., and Instructor Lead at Step 2-\$15.25/hr. with Community Ed Recreation, effective 5/1/2023-8/31/2023.
25. Kristin Hummel, Teacher at Bridgewater, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
26. Julene Johnson, Media EA at the High School, add Summer Plus/Blast Assistant and Summer Plus/Blast Club Leader for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 -8/11/2023. Site Assistant-Step 4-\$15.91/hr. and Club Leader \$23.65/hr.
27. Kelly Johnson, Science Teacher at Greenvale Park, change to 1.0 FTE Grade 3 Companeros Teacher at Greenvale Park, effective 8/24/2023.
28. Anna Kelly, LTS Grade 5 Teacher at Greenvale Park, change to 1.0 FTE Science Teacher at Greenvale Park, effective 8/24/2023.
29. Melanie Klein, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 2.5 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
30. Greta Kunze, Teacher at Bridgewater, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
31. Lily Landry, Teacher on leave of absence for 2022-23. Lily will teach Grade 1 at Greenvale Park, effective 8/24/2023.
32. Averie Line, Spec Ed EA-Morning for 18 hours/week at the NCEC, add Spec Ed EA-Afternoon for 13.5 hours/week at the NCEC, effective 5/8/2023-6/9/2023.
33. Jenny Link, Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 -8/11/2023. \$40/hr.
34. Darren Lofquist, Teacher at Bridgewater, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. \$40/hr.
35. Katie Lovrien, Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater/Middle School, effective 6/14/2023 -8/11/2023. \$40/hr.
36. Ana Marquez Gatton, EA at the Middle School, add Summer Plus/Blast Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 -8/11/2023. Step 3-\$15.26/hr.
37. Diane Nagy, Title I Teacher at Bridgewater, change to 1.0 FTE Title I at Spring Creek, effective 8/24/2023.
38. Michael O'Keefe, Assistant Principal at the Middle School, add Eagle Bluff Chaperone Community Education, effective 7/19/2023-7/21/2023. \$500 stipend
39. Chris O'Neill, Teacher at Middle School, add Eagle Bluff Coordinator with Community Education, effective 5/15/2023-9/30/2023. \$1,000 stipend
40. Ashley Opatrny, Special Education Teacher at Spring Creek, change to Special Education Teacher at the Middle School, effective 8/24/2023.
41. Rebeka Patterson, .55 FTE Reading Support Teacher at Bridgewater, change to .55 FTE Title I Teacher at Spring Creek, effective 8/24/2023.
42. Betsy Peterson, Teacher at Greenvale Park, add Summer Plus/Blast Teacher for up to 2.5 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 - 8/11/2023. \$40/hr.
43. Andrea Redder, EA at the NCEC, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023 - 8/11/2023. \$40/hr.
44. Anna Rubin, Elementary Teacher with Portage, change to Grade 5 Companeros Teacher at Bridgewater, effective 8/24/2023-6/9/2023.
45. Jodie Rud, Kindergarten Teacher at Spring Creek, change to Grade 4 Teacher at Bridgewater, effective 8/24/2023.
46. Jodie Rud, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 - 8/11/2023. \$40/hr.

47. Deborah Russell, Grade 1 Companeros Teacher at Greenvale Park, change to Grade 2 Companeros Teacher at Spring Creek, effective 8/24/2023.
48. Ryan Schnaith, $\frac{1}{2}$ Assistant Track Coach at the Middle School, change to Assistant Track Coach at the Middle School, effective 5/1/2023. Add \$1,015.60 to current stipend.
49. Angela Schock, Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at the Middle School, effective 6/26/2023 - 8/11/2023. \$40/hr.
50. Rebekka Schrank, Teacher at Spring Creek, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023 - 8/11/2023. \$40/hr.
51. Michelle Sickler, Teacher at Greenvale Park, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 - 8/11/2023. \$40/hr.
52. Erik Swenson, Teacher at Bridgewater, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 - 8/11/2023. \$40/hr.
53. Gina Swenson, Grade 1 Teacher at Spring Creek, change to Grade 1 Teacher at Greenvale Park, effective 8/24/2023.
54. LauraAnn Talbot Peterson, Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 - 8/11/2023. \$40/hr.
55. Lori Taylor, .60 FTE ADSIS/MTSS Teacher at the High School, add .40 FTE Spanish Teacher at the High School, effective 8/24/2023-6/6/2024.
56. Cindy Thomas, EA at the Middle School, add Summer Plus/Blast Site Assistant for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023 - 8/11/2023. Step 4-\$15.91/hr.
57. Diane Torbenson, Teacher at Greenvale Park, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/14/2023 - 8/11/2023. \$40/hr.
58. ReNae Trebelhorn, Special Education Teacher at the High School, add Special Education Teacher Homebound for the District, effective 4/26/2023 - 6/9/2023.
59. Ellen Trotman, Teacher at the Middle School, add Summer Plus/Blast Teacher for up to 6 hours/day Mon.-Thurs. at Bridgewater, effective 6/26/2023 - 8/11/2023. \$40/hr.
60. Ellen Trotman, Middle School Volleyball Coach Grade 8, change to Middle School Volleyball Coach Grade 7, effective 9/1/2023.
61. Peyton Truman, Lifeguard with Community Ed Recreation, add Summer Instructor Assistant at step 1-\$14.00/hr., and Summer Instructor Lead at Step 1-\$15.00/hr. with Community Ed Recreation, effective 5/31/2023-8/31/2023.
62. Sara Webster, Speech Language Pathologist at the NCEC, change to Speech Language Pathologist B-5, Flex Calendar at the NCEC, effective 7/1/2023.
63. Cori Yamry, Middle School Volleyball Coach Grade 7, change to Middle School Volleyball Coach Grade 8, effective 9/1/2023.
64. Elizabeth Ziemann, Kindergarten Teacher at Greenvale Park, change to Grade 1 Companeros Teacher at Greenvale Park, effective 8/24/2023.
65. Joe Greenwood, Day Custodian Engineer at the High School, change to Interim Head Custodian at the High School, effective 5/8/2023-Interim.
66. Karna Hauck, 1.0 FTE Art Teacher at the High School, add a $\frac{1}{2}$ overload at the High School, effective 8/24/2023-6/6/2024.
67. Cheryl Mathison, Teacher at the ALC, add Boundary Waters Teacher for up to 40 hours at the ALC, effective 6/12/2023-6/16/2023. lane/step
68. Rebecca Stoufis, Special Ed Teacher at the High School, add a $\frac{1}{5}$ overload at the High School, effective 4/10/2023-6/9/2024.
69. Eric Swan McDonald, Teacher at the ALC, add Boundary Waters Teacher for up to 40 hours at the ALC, effective 6/12/2023-6/16/2023. lane/step

iii. Leave of Absence

1. Christian Blanck, 1.0 FTE Art Teacher at the High School, .20 leave of absence for the 2023-24 school year.
2. Diana Camargo, Educational Assistant/PCA at the NCEC, leave of absence beginning April 24, 2023 through the end of the 2022-23 school year.
3. Kevin Gilbert, Custodian at the High School, FMLA leave of absence beginning 4/18/2023 through approximately May 9, 2023.
4. Teresa Hasse, Educational Assistant/PCA at Spring Creek Elementary, extend medical leave of absence through the end of the 2022-23 school year.

iv. Retirements/Resignations/Terminations

1. Kathy Clark, Administrative Assistant at the High School, resignation effective 7/31/2023.
2. Daisy Gomez Olvera, Community School Club Leader at Greenvale Park Elementary, resignation effective 5/2/2023.

3. Jessica Holz, Secondary Portage Learning Coach, resignation effective 6/9/2023.
4. Tyler Lexvold, Educational Assistant/PCA at Bridgewater Elementary, resignation effective 3/24/2023.
5. Natalie Ponciano Bartolo, Educational Assistant/PCA at Bridgewater Elementary, resignation effective 5/15/2023.
6. Carlaa Wallig, termination of employment effective 5/3/2023.
7. Sydney Anderson, 9th Grade Volleyball Coach at the High School, resignation effective 5/4/2023.
8. Katie Bauer, Administrative Support Assistant at the ALC, resignation effective 8/11/2023.
9. Brenda Hand, Community School Teacher at Bridgewater, resignation effective 5/4/2023.
10. David Kurth, Custodian Engineer at the Middle School, resignation effective 5/19/2023.
11. Mark Langevin, 6th Grade Football Coach at the Middle School, resignation effective 5/2/2023.
12. Josh Spitzack, Assistant Basketball Coach at the High School, resignation effective 5/5/2023.

v. Advancement of Probationary Licensed Staff

Advancement of Licensed Staff to Tenure Status for 2023-2024 - tenure status at 1.0 FTE unless otherwise noted
 Blanck, Christian; Borgerding, Emily; Coleman, Josten; Hubbard, Brittney; Legros, Marckileine; McCabe, Shari; Moyer, Jamie; Rhoades, Ian (.80 FTE); Townzen, Kaitlyn

Advancement of Licensed Staff to Third Year Probationary Status for 2023-2024

AfsharJavan, Nahal; Anderson, Claire; Doliscar, Jules; Gagnon, Noah; Kelly, Anna; LaVoy, Kayla; Lovrien, Catherine; O'Brien, Sean; Stanton, Paul; Turnquist, Ryan; Weber, Jessica

Advancement of Licensed Staff to Second Year Probationary Status for 2023-2024

Betsinger, Sybil (.50 FTE); Carlson, Kathryn; Opatrny, Ashley; Torkelson, Nicole

7. Items for Individual Action

- a. Revised 2022-23 Community Education Budget. On a motion by Coleman, seconded by Butler, the board unanimously approved the Revised 2022-2023 Community Education Budget as presented at the April 24, 2023 meeting.
- b. Special Education Staffing. On a motion by Miller, seconded by Goerwitz, the board unanimously approved the addition of 1.8 licensed special education FTE at a cost of \$198,000 salary and benefits with approximately 55% of salary reimbursed through special education revenue for a net cost of \$89,100. At the April 24, 2023 meeting, the board received the request to hire additional FTE for the 2023-24 school year due to the changes in special education needs across the district.
- c. Modification to Academic Award Parameters. On a motion by Butler, seconded by Coleman, the board unanimously authorized the high school administration to issue an academic award to all high school students who meet the grade point average and other requirements as outlined in the high school handbook. The current high school handbook states "... students taking college courses must be enrolled in at least four Northfield High School courses through semester one of senior year to qualify for an academic award." This provision prevents several high school students from receiving those honors. This language will be updated for the 2023-24 school year.
- d. Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence. On a motion by Nelson, seconded by Miller, the board adopted by roll call the Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence effective at the end of the 2022-23 school year. Voting 'yes' was Butler, Coleman, Gonzalez-George, Miller, Nelson, and Quinnell No one voted 'no'.

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Borup, Melissa	Academic Advocate	.80
Ensrud, Mark	Guidance Counselor	1.0 – 202 days
Rasmussen, Deborah	Guidance Counselor	1.0 – 202 days
Schultz, Katherine	Secondary Learning Coach	1.0

This action is taken with the understanding that the following individuals will be offered a contract for the 2023-24 school year as follows:

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Ensrud, Mark	Guidance Counselor	1.0 – 197 days
Rasmussen, Deborah	Guidance Counselor	1.0 – 197 days.

- e. Head Custodian Agreement Modifications. On a motion by Quinnell, seconded by Miller, the board unanimously approved the changes to the building stipends for head custodians.

8. Items for Information

- a. National Honor Society Senior Induction Ceremony. The board is invited to attend the National Honor Society Senior Induction Ceremony scheduled on Tuesday, May 23 at 8:00 p.m. in the high school auditorium. There will be a brief program, awarding of membership certificates to our qualifying seniors, and a reception in the lower cafeteria.

9. Future Meetings

- a. Monday, May 22, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, June 12, 2023, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Quinnell, seconded by Goerwitz, the board unanimously approved to adjourn at 8:05 p.m.

Amy Goerwitz
School Board Clerk

DISTRICT OFFICE
201 Orchard Street South
Northfield, MN 55057
PH 507.663.0600 • Fax 507.663.0611
www.northfieldschools.org

TO: Dr. Matt Hillmann, Superintendent

FROM: Val Mertesdorf, Director of Finance *VM*

DATE: May 22, 2023

RE: Board Approval of Financial Reports – March 2023

We request that the Board of Education approve paid bills, payroll, bond payments, electronic funds transfers, investments and financial reports for the month of March 2023.

Bills totaling \$2,644,182.91 were paid in March 2023.

Payroll checks totaling \$3,538,434.81 were issued in March 2023.

No bond payments were paid in March 2023.

At the end of March 2023 Total Cash and Investments amounted to \$18,343,855.60.

Wire transfers initiated by the district during March 2023:

\$550,000.00 From Frandsen General to Frandsen Sweep

\$700,000.00 From Frandsen Sweep to Frandsen General

The following financial reports for March 2023 are included to show the current cash and investment balances, details of disbursements and electronic funds transfers.

1. Treasurer's Report
2. Disbursement Report

March 2023 Treasurer's Report

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND	1,091,925.31	5,762,528.40	4,458,220.57	6,796.51	2,403,029.65 *
FOOD SERVICE	1,060,718.95	232,930.59	230,347.24	3,120.01	1,066,422.31
COMMUNITY ED	632,387.61	352,587.70	318,052.81	(715.99)	666,206.51
CONSTRUCTION ACCOUNT	(1,741,548.18)	-	-	-	(1,741,548.18)
DEBT SERVICE	1,769,040.12	-	4,500.00	-	1,764,540.12
SELF INSURANCE	4,375,622.77	36,260.35	1,171,497.10	-	3,240,386.02
TOTALS	7,188,146.58	6,384,307.04	6,182,617.72	9,200.53	7,399,036.43
GENERAL FUND INVESTMENT	9,141,896.28	-	-	-	9,141,896.28 *
CONSTRUCTION INVESTMENT	1,802,922.89	-	-	-	1,802,922.89
	10,944,819.17	-	-	-	10,944,819.17
GRAND TOTALS	24,435,399.36	6,384,307.04	6,182,617.72	9,200.53	18,343,855.60

*General Fund includes Certificate of Deposit amount

Disbursement Report

ISD 659 - Northfield

March 2023

Disbursements:

Bills Paid:

General Fund	\$ 1,310,410.67	
Food Service Fund	110,107.28	
Community Services Fund	47,667.86	
Construction Fund	-	
Trust & Agency Fund	4,500.00	
Self Insurance Fund	1,171,497.10	
Total Bills Paid	<u>2,644,182.91</u>	2,644,182.91

Payroll:

General Fund	3,147,809.90	
Food Service Fund	120,239.96	
Community Services Fund	270,384.95	
Trust Fund	-	
Self Insurance Fund	-	
Total Payroll	<u>3,538,434.81</u>	3,538,434.81

Bond Payments:

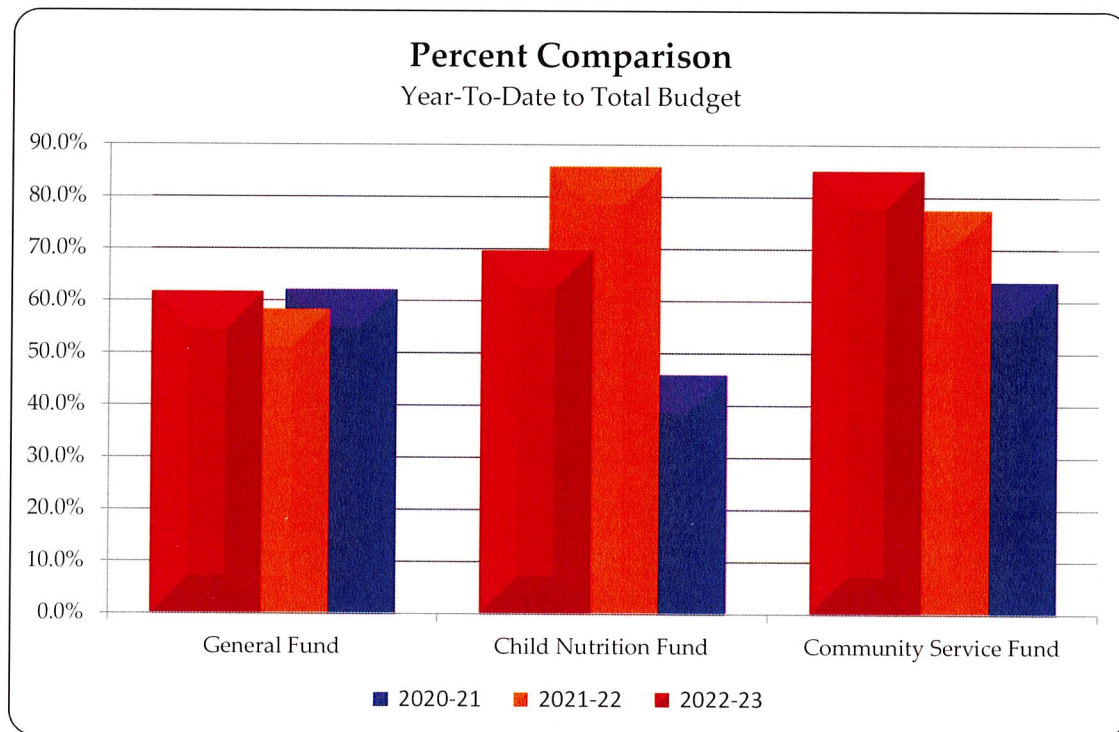
Debt Redemption Fund	<u> </u>	
Total Bond Payments		<u> </u>
Total Disbursements		<u><u>\$6,182,617.72</u></u>



STATEMENT OF REVENUES

For the month ended March 31, 2023

Fund	Year-To-Date	Budget	YTD as % of Budget		
			2022-23	2021-22	2020-21
General Fund					
Property Taxes	\$ 6,072,962	\$ 14,359,850	42.3%	42.7%	44.7%
State Sources	27,104,940	40,040,698	67.7%	65.8%	68.1%
Federal Sources	2,002,418	4,210,778	47.6%	17.6%	68.4%
Local Sources	1,660,751	1,174,862	141.4%	92.3%	55.1%
Total	\$ 36,841,071	\$ 59,786,188	61.6%	58.3%	62.1%
Child Nutrition Fund	\$ 1,557,167	\$ 2,236,019	69.6%	85.7%	45.8%
Community Service Fund	2,629,043	3,093,342	85.0%	77.5%	63.7%
Construction Fund	8,537	-	0.0%	0.0%	174.2%
Debt Service Fund	3,815,931	6,276,751	60.8%	62.7%	238.6%
Internal Service Fund	6,711,413	10,415,363	64.4%	86.3%	78.8%
Total All Funds	\$ 51,563,162	\$ 81,807,663	63.0%	67.1%	77.6%

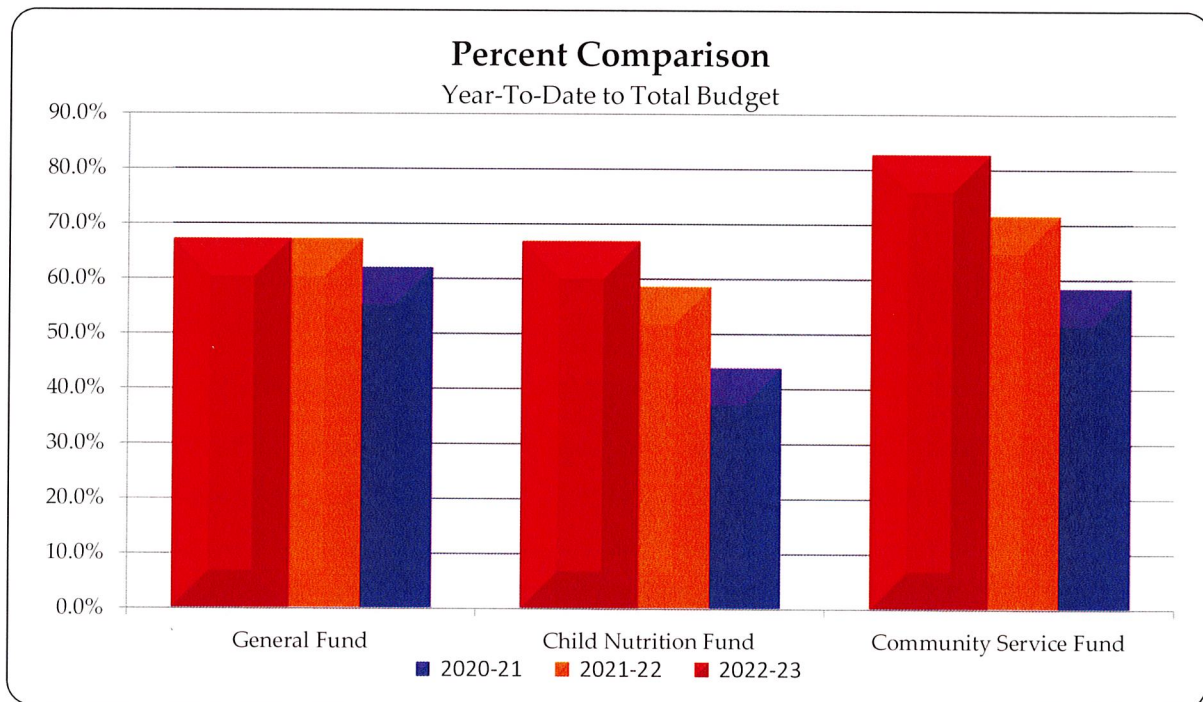




STATEMENT OF EXPENDITURES

For the month ended March 31, 2023

Fund	Year-To-Date	Budget	YTD as % of Budget		
			2022-23	2021-22	2020-21
General Fund					
Salaries	\$ 22,638,351	\$ 35,188,483	64.3%	64.1%	60.1%
Benefits	8,911,310	13,400,306	66.5%	59.9%	61.4%
Purchased Services	4,940,024	6,966,439	70.9%	84.2%	60.1%
Supplies & Materials	1,972,643	2,436,227	81.0%	105.8%	74.8%
Capital Expenditures	2,598,506	3,235,325	80.3%	79.5%	93.6%
Other Expenses	355,610	496,152	71.7%	30.9%	38.3%
Total General Fund	\$ 41,416,444	\$ 61,722,932	67.1%	67.1%	62.0%
Child Nutrition Fund	\$ 1,663,584	\$ 2,491,863	66.8%	58.5%	43.8%
Community Service Fund	2,727,095	3,297,216	82.7%	71.5%	58.3%
Construction Fund	1,105,856	-	0.0%	0.0%	106.6%
Debt Service Fund	5,926,003	5,926,053	100.0%	100.0%	249.5%
Internal Service Fund	7,236,959	10,706,543	67.6%	84.5%	83.8%
Total All Funds	\$ 60,075,941	\$ 84,144,607	71.4%	71.4%	82.7%



2023 iPad Lease Refresh | Nate Knutson, Director of Technology Services | May 8, 2023

Executive Summary

The district's current lease of 6th-generation iPads is concluding this year. This document outlines recommendations to replace those student devices with 4,000 9th-generation iPads using a four-year lease beginning in 2023-24. The board will be asked to approve the lease at the May 22, 2023 meeting.

Background — current fleet

6th-Generation iPads

- The current fleet of 4,200 6th-generation iPads was leased in 2019.
- These devices were used by staff and students. 6th generation staff devices were assigned to Grades 1-3 students during the pandemic to ensure a 1:1 student-to-device ratio.
- These devices will be sold to offset the new lease cost. The board will be asked to approve the sale of these devices in the fall of 2023.

7th-Generation iPads

- The current fleet of 450 7th-generation iPads was purchased using COVID-19 relief funds. These devices replaced the 6th-generation staff devices assigned to students.
- These devices will continue to be used by staff and are not replaced as part of this lease. The district will consider updating staff iPads along with the next laptop lease update.
- Because these devices were purchased with federal relief funds, they cannot be sold in the same manner as the 6th-generation iPads.

Recommended devices

I am recommending that we lease the 9th-generation iPad for the following reasons:

- Cost. The 9th-generation iPad is \$120 less than the 10th-generation iPad. The additional cost of the 10th-generation iPad does not merit the difference in hardware between the 9th and 10th-generation iPad.
- Headphone jack. The 9th-generation iPads still include a 3.5mm headphone jack. This reduces the cost of buying new headphones for students needing accommodations.
- Lightning port. The 9th-generation iPads have the same charging connector as the 6th and 7th-generation iPads. This keeps costs down by not purchasing new charging cables for all the iPad charging stations.
- Cases. 9th-generation iPads use the same case as previous generations. We can use some of the 6th-generation cases as spares
- Logitech Crayons. The Logitech Crayon is a stylus comparable to the Apple Pencil but less expensive. These were leased for the first time with the 2019 lease cycle. Middle school and high school students are the most active users of these devices. This lease will update the Logitech Crayons for middle and high school students. The existing fleet will be used with elementary students as classroom sets.

Lease detail

Calculating the number of devices needed is one of the more challenging items to forecast because you are looking four years into the future, and you have to account for breakage and projected enrollment.

Considerations

- Declining enrollment.
 - As enrollment declines, the available devices will increase over the four-year lease.
- Breakage (devices that are damaged beyond repair)
 - About five percent (5%) of devices were damaged beyond repair during the 2019 lease cycle.
 - The amount of devices damaged beyond repair should decrease with elementary students leaving iPads at school.
- Logitech Crayons- only replacing crayons for High School and Middle School students
 - Secondary students' usage of crayons is much greater. An example is note-taking.

Units

- 4,000 9th-Generation iPads (this will allow one device per student in Grades K-12 and an appropriate amount of replacement devices.)
- 4,000 iPad Cases
- 2,690 Logitech Crayons

Cost

This lease is funded through the operating capital budget. The FY2023-24 operating capital budget was approved at the February 27, 2023 board meeting and included the annual iPad lease cost.

Annual lease

Year 1 cost: \$413,399.88

Year 2 cost: \$413,399.88

Year 3 cost: \$413,399.88

Year 4 cost: \$413,399.86

Interest: \$37,619.06 (Over the four years at 1.4992%)

The total cost of the lease is **\$1,653,359.50**

2023 iPad Lease Refresh

Nate Knutson, Director of Technology Services | May 8, 2023

Strategic Plan

VISION

We prepare **every** student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

Reaching Out, Reaching Up: THE 2027 STRATEGIC PLAN

VISION

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

BENCHMARKS

1 All children are ready for kindergarten .	2 All students are connected to the community .	3 All students are at grade level in reading and mathematics by the end of third and sixth grades.
4 All students exhibit physical, social and emotional well-being .	5 All students have a connection with a caring adult beyond their parents as they transition to middle school.	6 All students have interests, goals and a vision for the future by the end of eighth grade.
7 All students graduate from high school with a plan to reach their full potential.	8 All employees report satisfaction in the workplace.	9 All parents report satisfaction with their children's educational experience.
10 The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure financial stability .	11 Community education provides relevant and accessible learning opportunities for all residents.	<small>Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career."</small>



STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

Background —Current fleet of iPads

- 6th-Generation iPad
 - 4,200 6th-generation iPads was leased in 2019
 - These devices were used by staff and students. 6th-generation staff iPads were assigned to Grades 1-3 students during the pandemic to ensure a 1:1 student-to-device ratio.
 - These devices will be sold to offset the new lease cost. The board will be asked to approve the sale of these devices in the fall of 2023
- 7th-Generation iPads
 - The current fleet of 450 7th-generation iPads was purchased using COVID-19 relief funds These devices replaced the 6th-generation staff devices assigned to students.
 - These devices will continue to be used by staff and are not replaced as part of this lease
 - Because these devices were purchased with federal relief funds, they cannot be sold in the same manner as the 6th-generation iPads.

Recommended device 9th-Generation iPads

I am recommending that we lease the 9th-generation iPad for the follow reasons:

- Cost- The 9th-generation iPad is \$120 less than the 10th-generation iPad
- Headphone jack- Still includes a 3.5mm headphone jack.
- Lightning port- The 9th-generation iPads have the same charging connector as the 6th and 7th-generation iPads
- Cases- Uses the same case as previous generations.
- Logitech Crayons- The Logitech Crayon is a stylus comparable to the Apple Pencil but less expensive. This lease will update the Logitech Crayons for middle and high school students. The existing fleet will be used with elementary students as classroom sets.



Lease detail

How many devices are needed?

- Considerations
 - Declining enrollment
 - Breakage (devices that are damaged beyond repair)
 - Logitech Crayons (only replacing crayons for high school and middle school students)
- Units
 - 4,000 9th-Generation iPads
 - 4,000 iPad Cases
 - 2,690 Logitech Crayons
- Lease costs are funded through the operating capital budget. The FY2023-24 operating capital budget was approved at the February 27, 2023 board meeting and included the annual iPad lease cost.

Lease detail (continued)

- Annual lease:
Year 1 cost: \$413,399.88
Year 2 cost: \$413,399.88
Year 3 cost: \$413,399.88
Year 4 cost: \$413,399.86
Interest: \$37,619.06 (Over the four years at 1.4992%)

The total cost of the lease is **\$1,653,359.50**

Questions?



**Independent School District No. 659
Schedule No. 4 to
Master Lease Purchase Agreement dated January 15 2016**

Closing Index

#	Document	Required to Ship	Required to Close
1.	Master Lease Purchase Agreement.....	Copy of fully executed Master Lease Purchase Agreement dated January 15, 2016 included for reference	
2.	Ex. A - Equipment and Lease Payment Schedule.....	Yes.....	Yes
3.	Ex. B - Acceptance Certificate		Yes
4.	Ex. C - Board Resolution or Meeting Minutes	Yes.....	Yes
5.	Ex. D - Bank Qualified Designation (pertains to 8038-G)		Yes
6.	IRS Form 8038-G or 8038-GC.....		Yes
7.	Ex. E – Lease Payment Instructions		Yes
8.	Ex. F - Insurance Coverage Requirements (informational)		n/a
9.	Insurance Certificate evidencing coverage		Yes
10.	Ex. G - Incumbency Certificate	Yes.....	Yes
11.	Invoice for first lease payment due 7/10/2023 included.....		7/10/2023

Please call Connie George at (480) 419-3609 with any questions.

Original Closing Documents

- Once documents are signed, please first provide scanned copies of the above items to CGeorge@bankunited.com
- Then mail the originals to

**Apple Financial Services
Attention: Connie George
8377 East Hartford Drive, Suite 115
Scottsdale, AZ 85255**



Financial Services
Education Finance

Lessee: Independent School District No. 659

Attention: Accounts Payable

Invoice Number: First Payment / 103641
Invoice Due Date: 7/10/2023
Amount Due: \$413,339.88

Equipment Description: Apple Computer Equipment

Customer Reference Number: MLA# 1028-4-103641

Payment Number	Amount Due
-------------------	---------------

1 \$413,339.88

Remit to:

Apple Financial Services
P.O. Box 028549
Miami, FL 33102-8549

Keep top portion for your records

Please detach bottom portion and return with your payment.

Apple Financial Services

Remit to:

Apple Financial Services
P.O. Box 028549
Miami, FL 33102-8549

Invoice Number: First Payment / 103641
Due Date: 7/10/2023
Amount Due: \$413,339.88

EXHIBIT A**Schedule No. 4 Dated June 20 2023 to Master Lease Purchase Agreement Dated January 15 2016**

This Schedule No. 4 ("Schedule") is entered into pursuant to that Master Lease Purchase Agreement dated January 15 2016 ("Master Lease"), and is effective as of June 20 2023. All of the terms and conditions of the Master Lease, including Lessee's representations and warranties, are incorporated herein by reference. Unless otherwise indicated, all capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Master Lease.

To the extent that less than all of the Equipment subject to this Schedule has been installed and accepted by Lessee on or prior to the date hereof, Lessee hereby acknowledges that a portion of the Equipment has not been delivered, installed and accepted by Lessee for purposes of this Lease. In consideration of the foregoing, Lessee hereby acknowledges and agrees that its obligation to make Lease Payments as set forth in this Schedule is absolute and unconditional as of the date hereof and on each date and in the amounts as set forth in the Lease Payment Schedule, subject to the terms and conditions of the Lease.

Lessee expressly represents that at least ninety-five percent (95%) of the financing cost set forth in this Schedule is being used to acquire Equipment that will be capitalizable for federal income tax purposes

EQUIPMENT INFORMATION

Computer Hardware--See attached Exhibit 1.

LEASE PAYMENT SCHEDULE

Pmt #	Payment Date	Payment Amount	Interest	Principal	Purchase Price after scheduled payment(s)	Outstanding Balance
	6/20/2023					\$1,653,359.50
1	7/10/2023	\$413,339.88	\$0.00	\$413,339.88	\$1,264,820.01	\$1,240,019.62
2	7/10/2024	\$413,339.88	\$0.00	\$413,339.88	\$843,213.33	\$826,679.74
3	7/10/2025	\$413,339.88	\$0.00	\$413,339.88	\$421,606.66	\$413,339.86
4	7/10/2026	\$413,339.86	\$0.00	\$413,339.86	-\$0.00	-\$0.00
Totals:		\$1,653,359.50	\$0.00	\$1,653,359.50	Rate 0.0000%	

Lessee acknowledges that the discounted purchase price for the Lease is \$1,615,740.44 and that such amount is the Issue Price for the Lease for federal income tax purposes. The difference between the principal amount of this Lease and the Issue Price is Original Issue Discount ("OID") for federal income tax purposes. The Yield for this Lease for federal income tax purposes is 1.4992% per annum. Such Issue Price and Yield will be stated in the Form 8038-G or 8038-GC, as applicable.

IMPORTANT: Read before signing. The terms of the Master Lease should be read carefully because only those terms in writing are enforceable. Terms or oral promises which are not contained in this written agreement may not be legally enforced. The terms of the Master Lease or Lease may only be changed by another written agreement between Lessor and Lessee. Lessee agrees to comply with the terms and conditions of the Master Lease and this Lease.

Commencement Date: June 20 2023

LESSOR: **APPLE INC.**

LESSEE: **INDEPENDENT SCHOOL DISTRICT NO. 659**

SIGNATURE: **X** _____

SIGNATURE: **X** _____

NAME / TITLE: **X** _____

NAME / TITLE: **X** _____

DATE: **X** _____

DATE: **X** _____

EXHIBIT 1 – EQUIPMENT INFORMATION to Schedule No. 4
under Master Lease Purchase Agreement dated January 15 2016

#	Product Description	Qty
1	<p>10.2-inch iPad Wi-Fi 64GB- Space Gray (Packaged in a 10- pack), STM Dux Plus Duo case (Black), w/ 3YR AppleCare+ for Schools (no service fees) Part Number BT7H2LL/A</p> <p>10.2-inch iPad Wi-Fi 64GB - Space Gray (Packaged in a 10-pack) Part Number: MK2Y3LL/A Quantity: 4,000</p> <p>3-Year AppleCare+ for Schools - iPad (no service fees) Part Number: S7831LL/A Quantity: 4,000</p> <p>STM Dux Plus Duo for 10.2-inch iPad (7th, 8th, and 9th generation) with built-in holder for Apple Pencil - Black Part Number: HNU02ZM/A Quantity: 4,000</p>	400
2	<p>AppleCare OS Support - Select (3 Years) Part Number D5845Z/A</p>	1
3	<p>Logitech Crayon (Education) for iPad Part Number HM6V2ZM/A</p>	2,690

The above Equipment includes all attachments and accessories attached thereto and made a part thereof.

EXHIBIT B**ACCEPTANCE CERTIFICATE**

Re: Schedule No. 4, dated June 20 2023, (the "Schedule") to Master Lease Purchase Agreement, dated as of January 15 2016, between Apple Inc., as Lessor, and Independent School District No. 659, as Lessee.

Apple Inc. is hereby requested to pay the person or entity designated below as Payee, the sum set forth below in payment of a portion or all of the cost of the acquisition described below. The amount shown below is due and payable under the invoice of the Payee attached hereto with respect to the cost of the acquisition of the equipment and has not formed the basis of any prior request for payment. The equipment described below is part or all of the "Equipment" listed in the Schedule to the Master Lease Purchase Agreement referenced above. Receipt of this Acceptance Certificate allows Apple Inc. to commence the Lease and promptly pay Vendor(s) on behalf of Lessee. THIS ACCEPTANCE CERTIFICATE DOES NOT AFFECT LESSEE'S RIGHTS UNDER THE PURCHASE ORDER OR PRODUCT WARRANTY.

Payee Name: _____

Description or Invoice #

\$ Amount

Lessee hereby certifies and represents to and agrees with Lessor as follows:

- (1) The Equipment described above has been delivered to Lessee or its service provider, which may include a third party integrator, and is accepted by Lessee on the date hereof.
- (2) Lessee has verified, or caused its service provider to verify, the contents of the Equipment delivered and hereby acknowledges that it accepts the Equipment described above for the purpose of commencing the Lease.
- (3) Upon partial acceptance, any undistributed funds shall be set aside in an internal escrow account for the benefit of Lessee until the remaining Equipment has been accepted. The internal escrow account will be provided free of charge with the understanding that any interest earned shall be retained by Lessor in consideration of managing the internal escrow account. Lessee acknowledges that Lessor may commingle such funds with other funds held by Lessor for its own account, so long as Lessor maintains segregation of such amounts on the books and records of Lessor.
- (4) Lessee is currently maintaining the insurance coverage required by Section 15 of the Master Lease.
- (5) No event or condition that constitutes, or with notice or lapse of time or both would constitute, an Event of Default or Event of Non-appropriation (each as defined in the Master Lease) under any Lease exists at the date hereof.

PARTIAL ACCEPTANCE CERTIFICATE (Only a portion of Equipment Has Been Accepted)

LESSEE: **Independent School District No. 659**

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

FINAL ACCEPTANCE CERTIFICATE (All Equipment Has Been Accepted)

LESSEE: **Independent School District No. 659**

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

PLEASE RETURN PAYMENT REQUEST TO:

APPLE INC. ~ 8377 East Hartford Drive, Suite 115 ~ Scottsdale, AZ 85255

EXHIBIT C

RESOLUTION NO. _____ OF Independent School District No. 659
AUTHORIZING AND APPROVING THE EXECUTION AND DELIVERY
OF A MASTER LEASE PURCHASE AGREEMENT;
AND APPROVING THE EXECUTION AND DELIVERY OF
SCHEDULE NO. 4 TO THE MASTER LEASE PURCHASE AGREEMENT.

WHEREAS, the Independent School District No. 659 (the "School District"), is authorized by the laws of the state of Minnesota (the "State") to enter into a lease purchase agreement in order to acquire personal property equipment and other property for governmental or proprietary purposes; and

WHEREAS, the School District has an immediate need to acquire and finance certain computer equipment, software, maintenance, and support services as applicable, which are more fully described on Exhibit A hereto (the "Equipment"); and

WHEREAS, in order to finance the costs of acquiring the Equipment, the School District desires to execute and deliver the Master Lease Purchase Agreement with Apple Inc. (the "Master Lease") and Schedule No. 4 thereto, which together constitute the "Lease"; and

WHEREAS, all acts, conditions and things required by the Constitution and laws of the State, and requirements of the School District, to happen, exist and be performed precedent to, and as a condition of, the adoption of this Resolution have happened, exist and have been performed in the time and manner required to make this Resolution and the Master Lease and Lease valid and binding obligations of the School District.

NOW, THEREFORE, IT IS RESOLVED BY THE [GOVERNING BODY] AS FOLLOWS:

Section 1. The School District hereby authorizes and approves the execution and delivery of the Master Lease;

Section 2. The School District hereby authorizes and approves the execution and delivery of Schedule No. 4 to the Master Lease in an amount not to exceed \$1,653,359.50 for the purpose of financing the costs of the acquisition and installation of the Project;

Section 3. The persons of the School District listed below (each an " Authorized Officer") are each hereby authorized and empowered, for and on behalf of the School District, to execute, with such changes therein and modifications thereto as may be approved by the Authorized Officer executing the same, together with any contracts or agreements and certificates and other documents necessary or appropriate in connection therewith, as approved by such Authorized Officer, which approval will be conclusively evidenced by such Authorized Officer's execution and delivery thereof:

Name	Title

Section 4. The Authorized Officers are each hereby authorized and empowered, for and on behalf of the School District, to take such actions and execute, or attest, as the case may be, and deliver, such instruments, agreements and certificates as may be necessary or appropriate to consummate the transactions authorized and approved hereby.

Section 5. The appropriate officials and employees of the School District are authorized and directed to take all such actions as may be necessary and appropriate to carry out and perform the School District's obligations and agreements pursuant thereto.

Section 6. All actions of the officers, agents and employees of the School District whether heretofore or hereafter taken that are in conformity with the purposes and intent of the foregoing resolutions be, and the same are hereby, in all respects, authorized, approved, ratified and confirmed.

PASSED AND ADOPTED BY THE [GOVERNING BODY] ON [DATE OF RESOLUTION].

Signatory

Attest: _____

District Clerk

EXHIBIT D

BANK QUALIFIED DESIGNATION

Schedule No. 4 to Master Lease Purchase Agreement Dated January 15 2016

Lessee hereby represents and certifies the following (please check one):

Bank Qualified [if Bank Qualified, also check the box on Line 39 of IRS Form 8038-G]

- ☐ Check this box if this Lease is designated as a “small issuer exception” under section 265(b)(3)(B)(i)(III). [Lessee reasonably anticipates that the total amount of tax-exempt obligations (including this Lease) to be issued by or on behalf of Lessee (or allocated to Lessee) during the June 20 2023 calendar year will not exceed \$10,000,000.]

Non-Bank Qualified [if Non-Bank Qualified, do not check the box on Line 39 of IRS Form 8038-G]

- ☐ Check this box if Lessee has not designated this Lease as a “qualified tax-exempt obligation” for the purposes and within the meaning of Section 265(b)(3) of the Code.

LESSEE: Independent School District No. 659

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

EXHIBIT E**LEASE PAYMENT INSTRUCTIONS**

Pursuant to the Master Lease Purchase Agreement dated January 15 2016 (the "Master Lease"), Schedule No. 4, between Apple Inc. (the "Lessor") and Independent School District No. 659 (the "Lessee"), Lessee hereby acknowledges the obligations to make Lease Payments promptly when due in accordance with the Lease.

LESSEE NAME: _____

TAX ID#: _____

INVOICE MAILING ADDRESS: _____

Mail invoices to the attention of: _____

Phone (____) _____

Fax (____) _____

Email: _____

Approval of Invoices required by: _____

Phone (____) _____

Fax (____) _____

Email: _____

Accounts Payable Contact: _____

Phone (____) _____

Fax (____) _____

Email: _____

Processing time for Invoices: _____ Approval: _____ Checks: _____

Do you have a Purchase Order Number that you would like included on the invoice? No___Yes___PO#___

Do your Purchase order numbers change annually? No___Yes___ Processing time for new purchase orders: _____

LESSEE: Independent School District No. 659

SIGNATURE: **X** _____

NAME / TITLE: **X** _____

DATE: **X** _____

EXHIBIT F

INSURANCE COVERAGE REQUIREMENTS

Independent School District No. 659

- 1) Property Damage & Loss Coverage -
 - a) "All Risk" Physical Damage & Loss Insurance
 - b) Include: Policy Number, Effective Date and Expiration Date
 - c) **APPLE INC. and its Assigns** named "Loss Payee"
 - d) Endorsement giving 30 days written notice of any changes or cancellation.

LIMITS: The full replacement value of the equipment.

- 2) The Certificate Holder should be named as follows:

APPLE INC. and its assigns
8377 East Hartford Drive, Suite 115
Scottsdale, AZ 85255

FOR SELF INSURANCE:

Self-insurance is only permitted **with Lessor's prior written consent.** If Lessee intends to self-insure for the policies described above, Lessee should contact Lessor immediately to discuss its self-insurance program. If Lessor consents to Lessee's self-insurance program, Lessee agrees to provide a letter on Lessee's letterhead, addressed to **APPLE INC. and its Assigns**, and signed by an authorized official of the Lessee. The letter must refer to the Schedule under the Master Lease, briefly describe the program, and include information regarding the statute authorizing this form of insurance (with a copy of the statute attached to the letter).

EXHIBIT G

INCUMBENCY CERTIFICATE

Schedule No. 4 to Master Lease Purchase Agreement dated January 15 2016

Being a knowledgeable and authorized agent of the Lessee, I hereby certify to Lessor that the person(s) who executed the Master Lease and this Schedule are legally authorized to do so on behalf of the Lessee and that the signatures that appear on the Master Lease and Schedule are genuine.

LESSEE: **Independent School District No. 659**

Signature: **X** _____

Printed Name/Title: **X** _____

Date: **X** _____

(THE INCUMBENCY IS TO BE EXECUTED BY A PERSON OTHER THAN THE SIGNER OF THIS SCHEDULE AND RELATED DOCUMENTS. THIS MAY BE A BOARD CLERK/SECRETARY, BOARD MEMBER OR SUPERINTENDENT.)

Instructions for 8038-G:

Updated for use with October, 2021 form

The below described lines need to be completed by the Lessee:

Line 2:

Enter the EIN number of the Issuer (Lessee)

An issuer (Lessee) that does not have an employer identification number (EIN) should apply for one on Form SS-4, Application for Employer Identification Number. This form may be obtained at Social Security Administration offices or by calling 1-800-TAX-FORM (1-800-829-3676). You can also get this form on the IRS website at www.irs.gov. You may receive an EIN by telephone by following the instructions for Form SS-4.

Lines 10a and 10b:

Enter the name, title, and telephone number of the officer of the Issuer whom the IRS may call for more information

If the issuer wishes to designate a person other than an officer of the issuer (including a legal representative or paid preparer) whom the IRS may call for more information with respect to this return, enter the name, title, and telephone number of such person.

Line 39:

Bank Qualified Designation

Check this box if this Lease is designated as a "small issuer exception" under section 265(b)(3)(B)(i)(III). [Issuer (Lessee) reasonably anticipates that the total amount of tax-exempt obligations (including this Lease) to be issued by or on behalf of Lessee (or allocated to Lessee) during the calendar year 2023 will not exceed \$10,000,000.]

Lines 41a-41d and 42:

Hedges

If the issuer (Lessee) has identified a hedge, this section must be completed.

Line 43:

Written procedures regarding Remediation of Non-Qualified Bonds

Check this box if Issuer (Lessee) has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions).

Line 44:

Written procedures to monitor Section 148 of the Code

Check this box if Issuer (Lessee) has established written procedures to monitor the requirements of Section 148 of the Internal Revenue Code (related to arbitrage and yield restriction).

Lines 45a and 45b:

Reimbursement

If applicable, please identify whether any proceeds of the issue were used to reimburse expenditures. Please identify the amount of reimbursed expenditures and the date of the adoption of the official declaration of intent. [The instructions acknowledge that such declaration is not always required but do not provide guidance on completion without such requirement.]

Signature and Consent:

Please provide an authorized signature, date, and printed (or typed) name and title of the individual signing on behalf of Lessee.

Information Return for Tax-Exempt Governmental Bonds

► Under Internal Revenue Code section 149(e)

► See separate instructions.

Caution: If the issue price is under \$100,000, use Form 8038-GC.► Go to www.irs.gov/F8038G for instructions and the latest information.

Ref 103641

OMB No. 1545-0047

Part I Reporting AuthorityCheck box if Amended Return ☐

1 Issuer's name Independent School District No. 659		2 Issuer's employer identification number (EIN) 41-6008327
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a
4 Number and street (or P.O. box if mail is not delivered to street address) 1400 Division Street South	Room/suite	5 Report number (For IRS Use Only) 3
6 City, town, or post office, state, and ZIP code Northfield, MN 55047		7 Date of issue June 20, 2023
8 Name of issue Schedule No. 4 dated June 20, 2023 to Master Lease Purchase Agreement dated January 15, 2016		9 CUSIP number
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information		10b Telephone number of officer or other employee shown on 10a

Part II Type of Issue (Enter the issue price.) See the instructions and attach schedule.

11 Education	11 \$1,615,740.44
12 Health and hospital	12
13 Transportation	13
14 Public safety	14
15 Environment (including sewage bonds)	15
16 Housing	16
17 Utilities	17
18 Other. Describe ►	18
19a If bonds are TANs or RANs, check only box 19a <input type="checkbox"/>	
b If bonds are BANs, check only box 19b <input type="checkbox"/>	
20 If bonds are in the form of a lease or installment sale, check box <input checked="" type="checkbox"/>	

Part III Description of Bonds. Complete for the entire issue for which this form is being filed.

	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	July 10, 2026	\$ 1,615,740.44	\$ N/A	3.1 years	1.4992 %

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)

N/A

22 Proceeds used for accrued interest	22
23 Issue price of entire issue (enter amount from line 21, column (b))	23
24 Proceeds used for bond issuance costs (including underwriters' discount)	24
25 Proceeds used for credit enhancement	25
26 Proceeds allocated to reasonably required reserve or replacement fund	26
27 Proceeds used to refund prior tax-exempt bonds. Complete Part V	27
28 Proceeds used to refund prior taxable bonds. Complete Part V	28
29 Total (add lines 24 through 28)	29
30 Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)	30

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.

N/A

31 Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded	►	years
32 Enter the remaining weighted average maturity of the taxable bonds to be refunded	►	years
33 Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY)	►	
34 Enter the date(s) the refunded bonds were issued ► (MM/DD/YYYY)		

Part VI Miscellaneous

35	Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)	35	
36a	Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions	36a	
b	Enter the final maturity date of the GIC ► (MM/DD/YYYY) _____		
c	Enter the name of the GIC provider ► _____		
37	Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units	37	
38a	If this issue is a loan made from the proceeds of another tax-exempt issue, check box ► <input type="checkbox"/> and enter the following information:		
b	Enter the date of the master pool bond ► (MM/DD/YYYY) _____		
c	Enter the EIN of the issuer of the master pool bond ► _____		
d	Enter the name of the issuer of the master pool bond ► _____		
39	If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box		<input type="checkbox"/>
40	If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box		<input type="checkbox"/>
41a	If the issuer has identified a hedge, check here ► <input type="checkbox"/> and enter the following information:		
b	Name of hedge provider ► _____		
c	Type of hedge ► _____		
d	Term of hedge ► _____		
42	If the issuer has superintegrated the hedge, check box		<input type="checkbox"/>
43	If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box		<input type="checkbox"/>
44	If the issuer has established written procedures to monitor the requirements of section 148, check box		<input type="checkbox"/>
45a	If some portion of the proceeds was used to reimburse expenditures, check here ► <input type="checkbox"/> and enter the amount of reimbursement ► _____		
b	Enter the date the official intent was adopted ► (MM/DD/YYYY) _____		

Signature and Consent

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.

Signature of issuer's authorized representative _____	Date _____	Type or print name and title _____
---	------------	------------------------------------

Paid Preparer Use Only

Print/Type preparer's name Gina Victor	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN PO1703979
Firm's name ► Pinnacle Public Finance			Firm's EIN ► 27-3119149	
Firm's address ► 8377 E. Hartford Drive, Suite 115, Scottsdale, AZ 85255			Phone no. 480-419-4800	

ELECTRONIC SIGNATURE ADDENDUM

MASTER LEASE PURCHASE AGREEMENT DATED AS OF January 15 2016

RECITALS

WHEREAS, Lessee and Lessor desire accept electronic signatures for the purposes of executing and delivering Leases under the Master Lease;

NOW THEREFORE,

1. Definitions. Each capitalized term used, but not defined, herein shall have the same meaning as when such term is used in the Master Lease. As used in this Addendum, "Master Lease" shall mean the Master Lease Purchase Agreement between Lessee and Lessor, as described above.

2. Electronic Signatures. "Electronic Signature" means any electronic symbol or process attached to or logically associated with a document sent by electronic transmission and executed and adopted by a party with the intent to sign such record, including electronic stamps, facsimile or e-mail electronic signatures. Lessee and Lessor acknowledge that any such Electronic Signatures will be applied by the duly authorized representative of the respective party with the intent to sign, authenticate and accept the Documents on behalf of such party. The parties agree that the transmission from one party to the other of a Document containing such parties Electronic Signature shall constitute evidence of its intent to sign such record. "Document" means the Master Lease, a Schedule, Exhibit, Acceptance Certificate, Escrow Agreement or any other related document or certificate (each a "Document").

Notwithstanding anything to the contrary in this Master Lease, Lessee and Lessor both intend that Documents containing the Electronic Signature of the Lessee and/or Lessor or when manually countersigned or attached to Lessor's original signature counterpart and/or in Lessor's possession shall constitute the sole original authenticated Document for all purposes (including without limitation the perfection of security interests and admissibility of evidence).

3. Effective Date. This Addendum is executed to be effective as of June 20 2023.

4. Ratification of Master Lease. All other terms and conditions of the Master Lease not expressly modified hereby remain in full force and effect and are hereby ratified by the parties.

IN WITNESS WHEREOF, Lessee and Lessor have each caused this Addendum to be duly executed and delivered as of June 20 2023.

LESSOR:

APPLE INC.

By: _____

Name: _____

Title: _____

LESSEE:

INDEPENDENT SCHOOL DISTRICT NO. 659

By: _____

Name: _____

Title: _____



Financial Services

Education Finance

Master Lease Purchase Agreement

This Master Lease Purchase Agreement dated as of January 15, 2016 (this "Master Lease") is entered into by and between Apple Inc. ("Lessor") and Independent School District No. 659 ("Lessee").

1. MASTER LEASE; SCHEDULES. Subject to the terms of this Master Lease, Lessee agrees to lease, purchase and acquire from Lessor certain equipment and/or software (the "Equipment") as may be described in any lease schedule in the form of Exhibit A (each, a "Schedule") which may be executed by the parties from time to time. Nothing in this Master Lease shall be construed to impose any obligation upon, or otherwise commit, Lessor to enter into any proposed Schedule, it being understood that whether Lessor enters into any proposed Schedule shall be a decision solely within Lessor's discretion. Lessee understands that Lessor requires certain documentation and information necessary to enter into any Schedule, and Lessee agrees to provide Lessor with any documentation or information Lessor may request in connection with Lessor's review of any proposed Schedule. Such documentation may include but shall not be limited to: (a) a description of the proposed Equipment, including the cost and its contemplated use and location, (b) information related to the vendor(s) manufacturing, licensing (subject to the terms of the Vendor's applicable end user license agreement(s)), delivering, installing or maintaining the proposed Equipment for Lessee (the "Vendor"), (c) documentation or information concerning the financial condition of Lessee, and (d) other information related to the Schedule and Lessee. The terms and conditions of this Master Lease (including all exhibits and any amendments hereto), are incorporated by reference into each Schedule and each Schedule, once executed by Lessor and Lessee, shall constitute a separate and independent lease and installment purchase of the Equipment identified therein, hereinafter referred to as a "Lease."

2. INVOICE PAYMENT OR REIMBURSEMENT. With respect to any Lease, and subject to the provisions of Section 3 if applicable, Lessor shall have no obligation whatsoever to make any payment to a Vendor or reimburse Lessee for any payment made to a Vendor for the Equipment that is the subject of such Lease until three (3) business days after Lessor's receipt of the following in form and substance satisfactory to Lessor in its sole discretion: (a) a Schedule executed by a duly authorized representative of Lessee; (b) a fully executed partial or final acceptance certificate as applicable, in the form of Exhibit B ("Acceptance Certificate"); (c) a resolution or evidence of other official action taken by Lessee's governing body authorizing Lessee to enter into the related Lease and any applicable Escrow Agreement, the acquisition of the Equipment subject thereto, and confirming that Lessee's actions were in accordance with all applicable state, local and federal laws, including laws regarding open meetings and public bidding; (d) evidence of insurance with respect to the Equipment in accordance with the provisions of Section 15 of this Master Lease; (e) a Vendor invoice for the Equipment and, if such invoice has been paid by Lessee, evidence of payment thereof and, if applicable, evidence of official intent to reimburse such payment as required by the Treasury Regulations; (f) a completed and executed Form 8038-G or 8038-GC; (g) an Incumbency Certificate substantially in the form attached as Exhibit C; (h) a Bank Qualification Designation substantially in the form attached as Exhibit D; (i) Lease Payment Instructions substantially in the form attached as Exhibit E; (j) Insurance Coverage Requirements in the form attached as Exhibit F; (k) an opinion of Lessee's counsel substantially in the form attached as Exhibit G; and (l) such other documents, items, or information reasonably required by Lessor.

3. ESCROW AGREEMENT. Upon agreement by both Lessee and Lessor as to any Lease, the parties shall enter into an escrow agreement (an "Escrow Agreement") with an escrow agent selected by Lessee, such selection subject to Lessor's approval, establishing an account from which the cost of the Equipment subject to such Lease is to be paid (the "Escrow Account"). Upon execution and delivery of an Escrow Agreement by the parties thereto and satisfaction of any conditions precedent set forth in Section 2 of this Master Lease or in such Escrow Agreement, Lessor shall deposit or cause to be deposited into the Escrow Account under the related Escrow Agreement funds for the payment of the costs of acquiring the Equipment under such Lease. Lessee acknowledges and agrees that no disbursements shall be made from an Escrow Account except for portions of the Equipment that are operationally complete and functionally independent and that may be fully utilized by Lessee without regard to whether the balance of the Equipment is delivered and accepted.

4. DELIVERY AND ACCEPTANCE OF EQUIPMENT. Lessee shall order the Equipment, cause the Equipment to be delivered and installed at the location specified in each Lease, and pay any and all delivery and installation costs and applicable sales and other taxes in connection therewith. When the Equipment identified in any Lease has been delivered and installed, Lessee shall immediately inspect the Equipment and evidence its acceptance by executing and delivering to Lessor the Acceptance Certificate. If Lessee signed a purchase contract for the Equipment, by signing a Schedule Lessee assigns its rights, but none of its obligations under the purchase contract, to Lessor.

5. LEASE PAYMENTS. Lessee agrees to pay "Lease Payments" to Lessor in accordance with the payment schedule set forth in each Lease, exclusively from legally available funds, consisting of principal and interest components in the amounts and on such dates as provided in each Lease. Lessee shall pay Lessor a charge on any Lease Payment not paid on the date such payment is due at the rate of 12% per annum or the highest lawful rate, whichever is less, from such due date until paid. The "Commencement Date" for each Lease is the date when interest commences to accrue under such Lease, which date shall be the earlier of (a) the date Lessee partially or fully accepts the Equipment pursuant to Section 4, or (b) the date of Lessor's

deposit into an Escrow Account of sufficient monies to purchase the Equipment. Lessor will advise Lessee as to the address to which Lease Payments shall be sent. The Lease Payment is due whether or not Lessee receives an invoice. Restrictive endorsements on checks sent by Lessee will not reduce Lessee's obligations to Lessor. Unless a proper exemption certificate is provided, applicable sales and use taxes may be paid by Lessee from funds advanced to Lessee by Lessor for such purpose in connection with the execution and delivery of the related Lease or may be paid by Lessee pursuant to Section 4 hereof. ***Lessor and Lessee understand and intend that the obligation of Lessee to pay Lease Payments under each Lease shall constitute a current expense of Lessee and shall not in any way be construed to be a debt of Lessee in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness or debt by Lessee, nor shall anything contained in this Master Lease or in any Lease constitute a pledge of the general tax revenues, funds or monies of Lessee.***

6. NON-APPROPRIATION OF FUNDS. Lessee is obligated to pay Lease Payments under each Lease for each fiscal period as may lawfully be made from funds budgeted and appropriated for that purpose for such fiscal period. Lessee currently intends to remit and reasonably believes that funds in an amount sufficient to remit all Lease Payments and other payments under each Lease can and will lawfully be appropriated and made available to permit Lessee's continued utilization of the Equipment under such Lease and the performance of its essential function during the scheduled "Lease Term" as reflected in each Lease. Lessee currently intends to do all things lawfully within its power to obtain and maintain funds from which the Lease Payments under each Lease may be made, including making provision for such payments to the extent necessary in each budget or appropriation request adopted in accordance with applicable provisions of law. Notwithstanding the foregoing, Lessor acknowledges that the decision whether or not to budget and appropriate funds or to extend the term of a Lease for any period beyond the original or any additional fiscal period is within the discretion of the governing body of Lessee. In the event that Lessee's governing body fails or is unwilling to budget, appropriate or otherwise make available funds for the payment of Lease Payments and other payments, if any, under a Lease following the then current fiscal period (an "Event of Non-appropriation"), Lessee shall have the right to terminate such Lease on the last day of the fiscal period for which sufficient appropriations were made without penalty or expense, except as to the portion of any Lease Payment for which funds shall have been appropriated and budgeted, in which event Lessee shall return the Equipment subject to such Lease in accordance with Section 19 of this Master Lease. Lessee agrees to deliver notice to Lessor of such Event of Non-appropriation with respect to a Lease and termination at least thirty (30) days prior to the end of the then current fiscal period, but failure to give such notice shall not extend the term of the affected Lease beyond such then current fiscal period.

7. UNCONDITIONAL OBLIGATION. UPON THE COMMENCEMENT DATE OF A LEASE PURSUANT TO SECTION 5 OF THIS MASTER LEASE, AND EXCEPT AS PROVIDED IN SECTION 6, "NON-APPROPRIATION OF FUNDS," THE OBLIGATIONS OF LESSEE TO MAKE LEASE PAYMENTS AND TO PERFORM AND OBSERVE THE OTHER COVENANTS AND AGREEMENTS CONTAINED IN EACH LEASE SHALL BE ABSOLUTE AND UNCONDITIONAL IN ALL EVENTS WITHOUT ABATEMENT, DIMINUTION, DEDUCTION, SET-OFF OR DEFENSE, FOR ANY REASON INCLUDING, WITHOUT LIMITATION, ANY FAILURE OF THE EQUIPMENT TO BE DELIVERED OR INSTALLED, ANY DISPUTES WITH LESSOR OR ANY VENDOR OF ANY EQUIPMENT, DEFECTS, MALFUNCTIONS OR BREAKDOWNS IN THE EQUIPMENT, ANY ACCIDENT, CONDEMNATION, DAMAGE, DESTRUCTION, OR UNFORESEEN CIRCUMSTANCE, OR ANY TEMPORARY OR PERMANENT LOSS OF ITS USE.

8. DISCLAIMER OF WARRANTIES. THE SOLE WARRANTY FOR THE EQUIPMENT IS THE APPLICABLE PRODUCT WARRANTY (DEFINED BELOW). LESSOR MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WHATSOEVER, INCLUDING WITHOUT LIMITATION, AS TO THE EQUIPMENT'S MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SUITABILITY, DESIGN, CONDITION, DURABILITY, OPERATION, QUALITY OF MATERIALS OR WORKMANSHIP, NON-INFRINGEMENT, OR COMPLIANCE WITH SPECIFICATIONS OR APPLICABLE LAW, OR THAT THE OPERATION OR USE OF THE EQUIPMENT WILL BE UNINTERRUPTED, SECURE OR FREE OF ERRORS, DEFECTS, VIRUSES, MALFUNCTIONS, AND LESSEE, AS OF THE DATE OF LESSEE'S ACCEPTANCE AS SET FORTH IN SECTION 4, ACCEPTS SUCH EQUIPMENT AS IS AND WITH ALL FAULTS. LESSEE ACKNOWLEDGES THAT LESSEE HAS SELECTED THE EQUIPMENT BASED UPON LESSEE'S OWN JUDGMENT. Lessee acknowledges that the Equipment was manufactured and/or assembled, or in the case of software was developed and licensed, by the applicable Vendor and that any warranty rights with respect to such Equipment shall be provided by the applicable Vendor (the "Product Warranty"). Lessee agrees to settle any dispute it may have regarding performance of the Equipment directly with the applicable Vendor and not to make any claim against the Lease Payments due Lessor or any Assignee (as hereinafter defined). Lessee agrees to continue to pay Lessor, or such Assignee (as applicable), all Lease Payments and other payments without abatement or set off for any dispute with a Vendor regarding the Equipment. Nothing in this Master Lease or in any Lease shall relieve Apple Inc. of its obligations under the Product Warranty offered by Apple Inc. for applicable Apple-branded Equipment. Lessee acknowledges and agrees that the Product Warranty is a separate agreement between Lessee and the applicable Vendor and that such Product Warranty is not a part of this Master Lease or any Lease.

9. TITLE AND SECURITY INTEREST. Unless otherwise required by the laws of the state where Lessee is located, during each Lease Term, title to the Equipment shall be vested in Lessee, subject to the rights of Lessor under such Lease. In the event Lessor terminates a Lease pursuant to Section 17 of this Master Lease or an Event of Non-Appropriation occurs under a Lease, title to the related Equipment shall immediately vest in Lessor free and clear of any rights, title or interests of Lessee. Lessee, at its expense, shall protect and defend Lessee's title to the Equipment and Lessor's rights and interests therein and keep the Equipment free and clear from any and all claims, liens, encumbrances and legal processes of Lessee's creditors and other persons.

To secure the payment of all of Lessee's obligations under each Lease, Lessee hereby grants to Lessor a first priority purchase money security interest in the Equipment subject to each such Lease, anything attached or added to the Equipment by Lessee at any time, Lessee's rights under each agreement for the licensing of software to the extent that a security interest therein may be granted without violating the terms of such agreement, and on all proceeds, including proceeds from any insurance claims for loss or damage, from such Equipment. Lessee authorizes Lessor to file a financing statement perfecting Lessor's security interest under the laws of Lessee's state. Lessee agrees to promptly execute such additional documents, in a form satisfactory to Lessor, which Lessor deems necessary or appropriate to establish and maintain its security interest in the Equipment. The Equipment is and will remain personal property and will not be deemed to be affixed to or a part of the real estate on which it may be situated. If applicable, as further security therefor, Lessee hereby grants to Lessor a first priority security interest in the cash and negotiable instruments from time to time comprising each Escrow Account and all proceeds (cash and non-cash) thereof, and agrees with respect thereto that Lessor shall have all the rights and remedies of a secured party under the applicable Uniform Commercial Code.

10. USE, MAINTENANCE AND REPAIR. Upon installation, no item of Equipment will be moved from the location specified for it in the related Lease (the "Equipment Location") without Lessor's prior consent, which consent will not be unreasonably withheld, except that any items of Equipment that are intended by design to be a mobile piece of technology (i.e. laptop computers) may be moved within the continental U.S. without consent. Lessor shall have the right at all reasonable times during regular business hours, subject to compliance with Lessee's customary security procedures, to enter into and upon the property of Lessee for the purpose of inspecting the Equipment. In order to facilitate the use of the Equipment by students and/or Lessee's employees ("Authorized Users") while on premises other than those belonging to Lessee, Lessee acknowledges and agrees that: (a) Lessee shall use due care to ensure that the Equipment is not (i) used in violation of any applicable law, in a manner contrary to that contemplated by the related Lease, or for private business purposes, or (ii) used by anyone other than Authorized Users; and (b) Lessee (and not Authorized Users) shall be solely responsible for (i) maintaining insurance in accordance with the terms of the related Lease, (ii) payment of any applicable sales, property and other taxes on the Equipment, and (iii) return of the Equipment under a Lease to Lessor upon the occurrence of an Event of Default or Event of Non-appropriation thereunder. Lessee agrees that it will use the Equipment under each Lease in the manner for which it was intended, as required by all applicable manuals and instructions and as required to keep the Equipment eligible for any manufacturer's certification and/or standard, full service maintenance contract. Lessee agrees that it will, at Lessee's own cost and expense, maintain, preserve and keep the Equipment under each Lease in good repair, condition and working order, ordinary wear and tear excepted. All replacement parts and repairs shall be governed by the terms of the related Lease. Lessee will not make any permanent alterations to the Equipment that will result in a decrease in the market value of the Equipment.

11. LIENS; TAXES. LESSEE WILL NOT SELL, TRANSFER, ASSIGN, PLEDGE, SUB-LEASE OR PART WITH POSSESSION OF THE EQUIPMENT, OR FILE OR PERMIT A LIEN TO BE FILED AGAINST THE EQUIPMENT, EXCEPT AS OTHERWISE EXPRESSLY PROVIDED UNDER THIS MASTER LEASE AND THE RELATED LEASE. The parties to this Master Lease intend that the Equipment will be used for governmental or proprietary purposes of Lessee and that the Equipment will be exempt from all property taxes. Lessee shall timely pay all assessments, license and filing fees, taxes (including sales, use, excise, personal property, ad valorem, stamp, documentary and other taxes) and all other governmental charges, fees, fines or penalties whatsoever, whether payable by Lessor or Lessee, now or hereafter imposed by any governmental body or agency on or relating to the Equipment or the Lease Payments or the use, registration, rental, shipment, transportation, delivery, ownership or operation of the Equipment and on or relating to this Master Lease or any Lease; *provided, however*, that the foregoing shall not include any federal, state or local income or franchise taxes of Lessor.

12. LIMITATION OF LIABILITY. NOTWITHSTANDING ANYTHING TO THE CONTRARY, LESSOR SHALL NOT BE LIABLE FOR ANY DIRECT DAMAGES OF LESSEE RESULTING FROM, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, WHETHER ARISING IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY. FURTHER, NOTWITHSTANDING ANYTHING TO THE CONTRARY, with respect to each Lease, Lessee agrees that (a) Lessor shall have no liability, cost or expense with respect to transportation, installation, selection, purchase, lease, ownership, possession, modification, maintenance, condition, operation, use, return or disposition of the Equipment, and (b) Lessor shall have no responsibility in connection with the selection of the Equipment, the ordering of the Equipment, its suitability for the use intended by Lessee, Lessee's compliance or non-compliance with competitive pricing and/or bidding requirements, the acceptance by the Vendor of the order submitted, if applicable, or any delay or failure by the Vendor or its sales representative to, deliver, install, or maintain the Equipment for Lessee's use. IN NO EVENT SHALL LESSOR BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES IN CONNECTION WITH OR ARISING OUT OF ANY LEASE OR THE EXISTENCE, FURNISHING, FUNCTIONING OR LESSEE'S USE OF ANY ITEM OF EQUIPMENT PROVIDED FOR IN ANY LEASE, WHETHER IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, REGARDLESS OF THE THEORY OF LIABILITY AND REGARDLESS OF WHETHER LESSOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE PARTIES AGREE THAT THE PROVISIONS IN THIS MASTER LEASE FAIRLY ALLOCATE THE RISKS BETWEEN THE PARTIES WITHOUT WHICH THEY WOULD NOT HAVE ENTERED INTO THIS MASTER LEASE.

13. IDENTIFICATION. Lessor shall be entitled to insert missing or correct information on the related Lease, including, without limitation, Lessee's official name, serial numbers and any other information describing the Equipment under such Lease; provided that Lessor forwards copies of such changes to Lessee.

14. LOSS OR DAMAGE. Lessee shall be responsible for any loss, theft of and/or damage to the Equipment or any portion thereof from any cause whatsoever, regardless of the extent or lack of insurance coverage, from the time the Equipment is delivered to Lessee pursuant to the related Lease until the end of the Lease Term thereunder or until the Equipment is returned to Lessor pursuant to Section 19 of this Master Lease. If any item of the Equipment is lost, stolen or damaged, Lessee shall immediately provide written notice of such loss to Lessor and shall, within fifteen (15) days after such loss, at Lessee's option, either: (a) repair the damaged Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, (b) replace the damaged Equipment at Lessee's sole cost and expense with equipment having substantially similar manufacturer's specifications and of equal or greater value to the damaged Equipment immediately prior to such Equipment being damaged, such replacement equipment to be subject to Lessor's approval, whereupon such replacement equipment shall be substituted in the applicable Lease and the other related documents by appropriate endorsement or amendment; or (c) pursuant to Section 18(b), purchase Lessor's interest in the damaged Equipment on a pro rata basis (notwithstanding the limitation in Section 18(b) only to prepaying in whole) and continue the related Lease for the non-damaged Equipment for the balance of the applicable Lease Term. In such event, Lessor will provide Lessee with a revised amortization of Lease Payments for the non-damaged Equipment. Lessor will forward to Lessee any insurance proceeds which Lessor receives for damaged Equipment for Lessee's use in the repair or replacement of the damaged Equipment, unless there has been an Event of Default or an Event of Non-appropriation by Lessee, in which event Lessor will apply any insurance proceeds received to reduce Lessee's obligations under Section 17 of this Master Lease.

15. INSURANCE. In the event that Lessee is not self-insured (as hereafter provided), Lessee shall, at its expense, keep the Equipment fully insured against loss, fire, theft, damage or destruction from any cause whatsoever in an amount not less than the greater of (a) the total Lease Payments for the Lease Term under the related Lease or (b) the full replacement cost of the Equipment without consideration for depreciation. Upon Lessor's request, Lessee shall also provide such additional insurance against injury, loss or damage to persons or property arising out of the use or operation of the Equipment as is customarily maintained by owners of property similar to the Equipment. With Lessor's prior written consent, Lessee may self-insure against such risks. The policy shall state that Lessor shall be notified of any proposed cancellation at least 30 days prior to the date set for cancellation. All such insurance shall be in form, issued by such insurance companies and be in such amounts as shall be satisfactory to Lessor, and shall provide that losses, if any, shall be payable to Lessor as "loss payee," and all such liability insurance shall include Lessor as an "additional insured." Upon Lessor's request, Lessee shall provide Lessor with a certificate or other evidence of insurance acceptable to Lessor evidencing the insurance coverage required under the related Lease. In the event Lessee fails to provide such evidence within 10 days of Lessor's request, or upon Lessor's receipt of a notice of policy cancellation, Lessor may (but shall not be obligated to) obtain insurance covering Lessor's interest in the Equipment at Lessee's sole expense. Lessee will pay all insurance premiums and related charges.

16. DEFAULT. Lessee will be in default under a Lease upon the occurrence of any of the following (each, an "Event of Default"): (a) Lessee fails to pay any Lease Payment or other payment due in full under such Lease within 10 calendar days after its due date; (b) Lessee fails to perform or observe any other promise or obligation in this Master Lease and/or any Lease and does not correct the default within 30 days after written notice of default by Lessor; (c) any representation, warranty or statement made by Lessee in this Master Lease or any Lease shall prove to have been false or misleading in any material respect when made; (d) Lessee fails to obtain and maintain insurance as required by Section 15, or any insurance carrier cancels any insurance on the Equipment; (e) the Equipment or any portion thereof is misused, used in a manner not authorized by the applicable end user license agreement (if any) accompanying such Equipment, or used in violation of the terms of the related Lease; (f) the Equipment or any part thereof is lost, destroyed, or damaged beyond repair and remains uncured in accordance with Section 14; (g) a petition is filed by or against Lessee under any bankruptcy or insolvency laws; or (h) an Event of Default occurs under any other Lease or prior financing with Lessor or assigns or their respective affiliates, but any such Assignee may only exercise remedies with respect to other Leases for which it is the Assignee.

17. REMEDIES. Upon the occurrence of an Event of Default under a Lease, Lessor may, in its sole discretion, do any or all of the following (without penalty, liability or obligation on Lessor's part and without limiting any other rights or remedies available to Lessor): (a) provide written notice to Lessee of the Event of Default; (b) as liquidated damages for loss of a bargain, and not as a penalty, declare due and payable any and all amounts which may then be due and payable under the Lease, plus all Lease Payments remaining through the end of the then current fiscal period; (c) with or without terminating the Lease Term under such Lease, (i) enter the premises where the Equipment is located and retake possession of such Equipment or require Lessee at Lessee's expense to promptly return any or all of such Equipment to the possession of Lessor in accordance with the requirements in Section 19, and (ii) at Lessee's expense, sell or lease such Equipment or, for the account of Lessee, sublease such Equipment, continuing to hold Lessee liable for the difference between the Lease Payment payable by Lessee pursuant to the terms of such Lease to the end of the current fiscal period and the net proceeds of any such sale, lease or sublease. Lessor may require Lessee to remove all proprietary data from the Equipment, holding Lessor and its assigns harmless if Lessee fails to do so. Lessee will not make any claims against Lessor or the Equipment for trespass, damage or any other reason. The exercise of any of such remedies shall not relieve Lessee of any other liabilities under any other Lease. Without limiting the foregoing, Lessor may take whatever action, either at law or in equity, may appear necessary or desirable to enforce its rights under any Lease, or as a secured party in any or all of the Equipment. No remedy of Lessor is intended to be exclusive and every such remedy, now or hereafter existing, at law or in equity, shall be cumulative and shall be in addition to every other remedy given under a Lease. In the event that Lessor sells or otherwise liquidates the Equipment following an Event of Default or an Event of Non-appropriation as herein provided and realizes net proceeds (after payment of costs) in excess of total Lease

Payments under the related Lease that would have been paid during the related scheduled Lease Term plus any other amounts then due under the related Lease or Leases, Lessor shall immediately pay the amount of any such excess to Lessee.

18. PURCHASE OPTION. At the option of Lessee, and provided that no Event of Default or Event of Non-appropriation has occurred and/or is continuing under any Lease, Lessor's interest in all, but not less than all, of the Equipment subject to a Lease will be transferred, conveyed and assigned to Lessee, free and clear of any right or interest of Lessor, and such Lease shall terminate: (a) upon payment in full of all Lease Payments under such Lease and all other amounts then due thereunder or (b) on any Lease Payment due date under such Lease, provided that Lessee shall have delivered written notice at least 30 days prior to such date of Lessee's intention to purchase the Equipment subject to such Lease pursuant to this provision, by paying to Lessor, in addition to the Lease Payment due on such date, an amount equal to the purchase price (the "Purchase Price") shown for such Lease Payment due date in the payment schedule included in the applicable Lease. Lessee hereby acknowledges that the Purchase Price under a Lease includes a prepayment premium.

19. RETURN OF EQUIPMENT. In the case of an Event of Default under a Lease or an Event of Non-appropriation by Lessee with respect to a Lease in accordance with Section 6, Lessee will, at Lessee's sole cost and expense, immediately return the Equipment (including all copies of any software free of any proprietary data), manuals, and accessories to any location and aboard any carrier Lessor may designate in the continental United States. The Equipment must be properly packed for shipment in accordance with the manufacturer's recommendations or specifications, freight prepaid and insured, and maintained in accordance with the terms of the related Lease. All Equipment must be free of markings. Lessee will pay Lessor for any missing or defective parts or accessories. Lessee will continue to pay Lease Payments until the Equipment is accepted by Lessor, which acceptance shall be deemed to occur fifteen (15) days after delivery unless Lessor rejects the Equipment for good cause within such fifteen (15) day period. Notwithstanding anything in this Section 19 to the contrary, any amounts to be paid by Lessee as provided in this Section 19 shall be payable solely from funds legally available for the purpose.

20. LESSEE'S REPRESENTATIONS AND WARRANTIES. Lessee hereby represents, covenants and warrants for the benefit of Lessor that as of the date hereof and as of Commencement Date for each Lease, and throughout each Lease Term: (a) Lessee is a state or political subdivision thereof within the meaning of Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"); (b) Lessee is duly organized and existing under the Constitution and laws of the state in which Lessee is located; (c) Lessee is authorized to enter into and carry out its obligations under this Master Lease and each Lease and every other document required to be delivered in connection with this Master Lease and a Lease; (d) this Master Lease and each Lease have been duly authorized, executed and delivered by Lessee in accordance with all applicable laws, codes, ordinances, regulations, and policies; (e) any person signing the Master Lease and each Lease has the authority to do so, is acting with the full express authorization of Lessee's governing body, and holds the office indicated below his or her signature, which is genuine; (f) the Equipment is essential to the immediate performance of a governmental or proprietary function by Lessee within the scope of Lessee's authority and shall be used during the Lease Term only by Lessee and only to perform such function; (g) Lessee intends to use the Equipment for the entire Lease Term and shall take such action, in accordance with Section 6, to include in its annual budget request, for submission to Lessee's governing body, any funds required to fulfill Lessee's obligations for each succeeding fiscal period during the applicable Lease Term; (h) Lessee has complied fully with all applicable laws, codes, ordinances, regulations, and policies, governing open meetings, competitive pricing and/or public bidding and appropriations required in connection with each Lease, the selection and acquisition of the Equipment and the selection of Vendor; (i) all payments due and to become due during Lessee's current fiscal period under a Lease are within the fiscal budget of such fiscal period, and are or will be included within an unrestricted and unencumbered appropriation currently available for the lease/purchase of the Equipment under the related Lease; (j) Lessee shall not do or cause to be done any act which shall cause, or by omission of any act allow, the interest portion of any Lease Payment to become includible in Lessor's gross income for Federal income taxation purposes under the Code; (k) Lessee shall comply with the information reporting requirements of Section 149(e) of the Code with respect to each Lease (such compliance shall include, but not be limited to, the execution of Form 8038-G or 8038-GC information reporting returns as appropriate); (l) all financial information provided by Lessee is true and accurate and fairly represents Lessee's financial condition; (m) Lessee has not for at least its most recent ten fiscal periods failed to appropriately or otherwise make available funds sufficient to pay rental or other payments coming due under any lease purchase, installment sale or other similar agreement; (n) there is no litigation, pending or threatened that would materially adversely affect the transactions contemplated by this Master Lease, any Lease or the financial condition of Lessee; and (o) any and all Equipment that Lessee leases, purchases and/or acquires pursuant to this Master Lease and any Lease hereunder is for Lessee's internal purposes only and Lessee is not and will not lease, purchase or acquire the Equipment for resale.

21. ASSIGNMENT. Lessor may, upon notice to Lessee but without Lessee's consent, sell, assign, or transfer from time to time Lessor's rights, title, and interest under this Master Lease and/or any Lease or Leases or interest therein, including the right to receive Lease Payments under a Lease and Lessor's security interest in the Equipment under a Lease and any related Escrow Agreement to one or more assignees or subassignees (each, an "Assignee"). Lessee agrees that, upon such assignment, the Assignee will have the same rights and benefits of Lessor under the terms of the related Lease. Lessee agrees that the rights of Assignee will not be subject to any claims, defenses, or set-offs that Lessee may have against any Vendor. Upon notice to Lessee of such assignment, Lessee agrees to respond to any requests about the related Lease and, if directed by Lessor, to pay Assignee all Lease Payments and other amounts due under such Lease. Lessee hereby appoints Lessor as its agent to maintain a record of all assignments of each Lease in a form sufficient to comply with the registration requirements of Section 149(a) of the Code and the regulations prescribed thereunder from time to time, and Lessor agrees to maintain such registration record.

22. ADDITIONAL PAYMENTS. Lessor may, but is not obligated to, take on Lessee's behalf any action which Lessee fails to take as required by any Lease, and Lessee shall pay any expenses incurred by Lessor in taking such action, which will be in addition to the Lease Payments as set forth in the related Lease.

23. RELEASE AND INDEMNIFICATION. To the extent permitted by applicable state law and subject to Section 6, Lessee shall indemnify, release, protect, hold harmless, save and defend Lessor from and against any and all liability, obligation, loss, claim, tax and damage whatsoever, regardless of the cause thereof, and all costs and expenses in connection therewith (including, without limitation, attorneys' fees) arising out of or resulting from (a) entering into this Master Lease and/or any Lease; (b) the ownership of any item of Equipment; (c) the ordering, acquisition, use, installation, deployment, testing, operation, condition, purchase, delivery, rejection, storage or return of any item of Equipment; (d) any damage to property or personal injury or death of any person in connection with the operation, use, installation, deployment, testing, condition, possession, storage or return of any item of Equipment, or in connection with or resulting from Lessee's acts, omissions, negligence, misconduct or breach of any provision of this Master Lease or any Lease(s) hereunder; and/or (e) the breach of any covenant or any material representation of Lessee contained in this Master Lease or any Lease. The indemnification obligations set forth herein shall continue in full force and effect notwithstanding the payment in full of all obligations under any Lease or the termination of the Lease Term under any Lease for any reason.

24. MISCELLANEOUS. Each Lease, together with this Master Lease, contains the entire agreement of the parties regarding the subject matter hereof which is limited to lease financing. TIME IS OF THE ESSENCE IN EACH LEASE. If a court of competent jurisdiction finds any provision of any Lease to be unenforceable, the remaining terms of such Lease shall remain in full force and effect. Each Lease may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument; provided, however, that only counterpart one of each Lease (including the terms and conditions of this Master Lease incorporated therein by reference) shall constitute the original for such Lease for purposes of the sale or transfer of such Lease as chattel paper. References herein to "Lessor" shall be deemed to include each of its Assignees from and after the effective date of each assignment; references herein to "Lessor" shall not refer to Apple Inc. in its capacity as a Vendor or in any capacity other than as a lessor hereunder. The captions or heading in this Master Lease and in each Lease are for convenience only and in no way define, limit or describe the scope or intent of any provisions. This Master Lease and each Lease will be governed by the laws of the state where Lessee is located without regard to the conflict of law principles thereof. Lessor and Lessee both intend to comply with all applicable laws. If it is determined that Lessee's payments under the Lease result in an interest payment higher than allowed by applicable law, then any excess interest collected will be applied to the repayment of principal, and interest will be charged at the highest rate allowed by law.

25. NOTICES. All written notices under any Lease must be sent by certified mail or recognized overnight delivery service, postage prepaid, to the addresses as stated on each Lease, or by facsimile transmission, with written confirmation of receipt.

IMPORTANT: READ BEFORE SIGNING. THE TERMS OF THIS MASTER LEASE AND EACH LEASE SHOULD BE READ CAREFULLY BECAUSE ONLY THOSE TERMS IN WRITING ARE ENFORCEABLE. TERMS OR ORAL PROMISES WHICH ARE NOT CONTAINED IN THIS MASTER LEASE OR A LEASE MAY NOT BE LEGALLY ENFORCED. THE TERMS OF THIS MASTER LEASE OR A LEASE MAY ONLY BE CHANGED BY ANOTHER WRITTEN AGREEMENT BETWEEN THE PARTIES. EXCEPT FOR AN EVENT OF NON-APPROPRIATION, EACH LEASE IS NOT CANCELABLE BY LESSEE.

LESSOR: APPLE INC.

BY: 

TITLE: Paul Henderson
Group Manager
Commercial Lending

LESSEE: Independent School District No. 659
1400 Division Street South
Northfield, MN 55047

BY: 

TITLE: Director of Finance

FED TAX ID#: 41-0008327

EXHIBIT C

RESOLUTION NO. _____ OF Independent School District No. 659
AUTHORIZING AND APPROVING THE EXECUTION AND DELIVERY
OF A MASTER LEASE PURCHASE AGREEMENT;
AND APPROVING THE EXECUTION AND DELIVERY OF
SCHEDULE NO. 4 TO THE MASTER LEASE PURCHASE AGREEMENT.

WHEREAS, the Independent School District No. 659 (the "School District"), is authorized by the laws of the state of Minnesota (the "State") to enter into a lease purchase agreement in order to acquire personal property equipment and other property for governmental or proprietary purposes; and

WHEREAS, the School District has an immediate need to acquire and finance certain computer equipment, software, maintenance, and support services as applicable, which are more fully described on Exhibit A hereto (the "Equipment"); and

WHEREAS, in order to finance the costs of acquiring the Equipment, the School District desires to execute and deliver the Master Lease Purchase Agreement with Apple Inc. (the "Master Lease") and Schedule No. 4 thereto, which together constitute the "Lease"; and

WHEREAS, all acts, conditions and things required by the Constitution and laws of the State, and requirements of the School District, to happen, exist and be performed precedent to, and as a condition of, the adoption of this Resolution have happened, exist and have been performed in the time and manner required to make this Resolution and the Master Lease and Lease valid and binding obligations of the School District.

NOW, THEREFORE, IT IS RESOLVED BY THE [GOVERNING BODY] AS FOLLOWS:

Section 1. The School District hereby authorizes and approves the execution and delivery of the Master Lease;

Section 2. The School District hereby authorizes and approves the execution and delivery of Schedule No. 4 to the Master Lease in an amount not to exceed \$1,653,359.50 for the purpose of financing the costs of the acquisition and installation of the Project;

Section 3. The persons of the School District listed below (each an "Authorized Officer") are each hereby authorized and empowered, for and on behalf of the School District, to execute, with such changes therein and modifications thereto as may be approved by the Authorized Officer executing the same, together with any contracts or agreements and certificates and other documents necessary or appropriate in connection therewith, as approved by such Authorized Officer, which approval will be conclusively evidenced by such Authorized Officer's execution and delivery thereof:

Name	Title

Section 4. The Authorized Officers are each hereby authorized and empowered, for and on behalf of the School District, to take such actions and execute, or attest, as the case may be, and deliver, such instruments, agreements and certificates as may be necessary or appropriate to consummate the transactions authorized and approved hereby.

Section 5. The appropriate officials and employees of the School District are authorized and directed to take all such actions as may be necessary and appropriate to carry out and perform the School District's obligations and agreements pursuant thereto.

Section 6. All actions of the officers, agents and employees of the School District whether heretofore or hereafter taken that are in conformity with the purposes and intent of the foregoing resolutions be, and the same are hereby, in all respects, authorized, approved, ratified and confirmed.

PASSED AND ADOPTED BY THE [GOVERNING BODY] ON [DATE OF RESOLUTION].

Signatory

Attest: _____

District Clerk

Application for Cooperative Sponsorship

Deadline: Not later than 30 days prior to the first day of practice for that sport season.
PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Girls Swim + Dive beginning with the 2023 - 2024 school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.* ★ Non-Exclusive Coop!

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Northfield HS	1245 (1102 MSHSL)	Northfield	1AA	1AA (will be 1A)
High School #2:	Arcadia Charter Sch.	72 (63 MSHSL)	Northfield	1AA	1AA (will be 1A)
High School #3:					
High School #4:					

*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

**Current (Number and Class)

- Do any of the above schools belong to a conference in this activity? Non-Exclusive Coop!
☒ **Yes** This application must include a review and comments from the conference(s) of which the schools are members.
☐ **No**
- Do any of the above schools currently have a cooperative agreement in this activity?
☐ **Yes** An application for dissolution must be submitted for the existing agreement.
☒ **No**
- Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About%20MSHSL/Membership%20Information%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))
Dropped previous co-op which included Randolph. Reforming coop with just NHS + Arcadia
- List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	6	13	9	9	9	5
High School #2	0	0	0	0	0	0
High School #3						
High School #4						

- Team Identification: (Indicate how cooped schools should be identified in tournament programs): Northfield H.S.
- Team Colors: Maroon + Gold Team Mascot: Raiders
- Host School (school that will receive revenue share check): Northfield H.S.

Board of Education (or designee)	School	Date
Signed _____	_____	_____
Signed <u>La Stibbe</u>	Arcadia Charter School	5/1/2023
Signed _____	_____	_____
Signed _____	_____	_____

Official Action of the MSHSL Board of Directors

☐ Approved ☐ Not Approved

Signature: _____ Date: _____
MSHSL Executive Director

Minnesota State High School League
2100 Freeway Blvd., Brooklyn Center, MN 55430-1735
763-560-2262, Fax: 763.569.0499

Application for DISSOLUTION of Cooperative Sponsorship

Deadline: Not later than the first day of practice for that sport season.

PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for dissolution of cooperative sponsorship.

On behalf of the following schools, we hereby apply for dissolution of the cooperative sponsorship of

Boys Hockey

(activity) (boys' or girls') (Adapted-CI or PI)

beginning with the 2023 - 2024 school year.

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	City
High School #1:	<u>Northfield H.S.</u>	<u>Northfield</u>
High School #2:	<u>Randolph H.S.</u>	<u>Randolph</u>
High School #3:		
High School #4:		

1. Has the school board of each member school of the existing co-op approved a resolution to dissolve the co-op?

- ☐ **Yes** A copy of the resolution approved by the school board of each member school, stating the reason to dissolve the co-op, MUST be included with this application.
- ☐ **No** DO NOT SUBMIT this application until a resolution, stating the reason to dissolve the existing co-op, has been approved by the school board of each member school.

2. Please circle appropriate letter.

	Member School			Reason for the Dissolution	
High School #1	A	<u>B</u>	C	A.	Our school is dropping the activity.
High School #2	A	B	C	B.	Our school will sponsor this activity without a cooperative sponsorship.
High School #3	A	B	C	C.	Our school will sponsor this activity as part of a new cooperative sponsorship. Please submit an Application for Cooperative Sponsorship for the new co-p.
High School #4	A	B	C		

Signature of the person duly authorized by the member school to act on behalf of the member school.

High School #1:

Designated School Representative

Title of the Designated School Representative

High School #2:

Designated School Representative

Title of the Designated School Representative

High School #3:

Designated School Representative

Title of the Designated School Representative

High School #4:

Designated School Representative

Title of the Designated School Representative

Official Action of the MSHSL Board of Directors

☐ Approved

☐ Not Approved

Signature: _____

MSHSL Executive Director

Date: _____

**Policy 206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS
ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY
CONSIDERATIONS**

I. PURPOSE

- A. The Northfield School District Board of Education recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the board recognizes the importance of conducting orderly and efficient proceedings with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the board is to encourage public comments on ~~discussion by persons of~~ subjects related to the management of the district at board meetings. The board may adopt reasonable time, place, and manner restrictions on public expression in order to allow facilitate free discussion ~~comments~~ by all interested parties.
- B. The board shall, ~~as a matter of policy,~~ protect the legal rights to privacy and due process of district employees and students.

III. DEFINITIONS

- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" is determined by Policy 406.
- C. Personnel data on current and former applicants for employment that is "public" is determined by Policy 406.
- D. "Educational data" means data maintained by the district which relates to a student.
- E. "Student" means an individual currently or formerly enrolled or registered in the district, or applicant for enrollment, or individual who receives shared time services.
- F. Data about applicants for appointments to a public body, including a board, collected by the district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence,

except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee ~~may~~ will use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

- G. “District ~~resident~~ stakeholders” are residents, business and property owners, parents/guardians, students and employees of the district. It also includes a student and/or parent/guardian who attends Northfield Public Schools through an open enrollment or non-resident agreement.

IV. RIGHTS TO PRIVACY

- A. District employees have a legal right to privacy related to matters which may come before the board, including, but not limited to, the following right to:
1. A private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing).
 2. Privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data).
 3. Consideration by the board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data).
 4. A private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. District students have a legal right to privacy related to matters which may come before the board, including, but not limited to, the following right to:
1. A private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing).
 2. Privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA).
 3. Privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The board will strive to give all district ~~residents~~ stakeholders an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2.

The board reserves the right to suspend an individual's opportunity to participate in the public comment section of the board meeting for up to one calendar year if an individual does not follow the procedures and protocols set forth in the policy.

VI. PROCEDURES

A. Complaints

- ~~1. All complaints should~~ follow the procedures outlined in Policy 103.
~~Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.~~
- ~~2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.~~
- ~~3. Unresolved complaints from Paragraph 1 of this section or problems concerning the district should be directed to the superintendent's office.~~
- ~~4. Complaints which are unresolved at the superintendent's level may be brought before the board by notifying the board in writing.~~

B. Public Comment

The board shall normally provide a specified period of time when ~~district residents~~ stakeholders may address the board on any topic, subject to the limitations of this policy. The board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The board chair shall promptly rule out of order any discussion by any person, including board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.

Personal attacks by anyone addressing the board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the board.

Depending upon the number of persons in attendance seeking to be heard, the board reserves the right to impose such other limitations and restrictions as necessary in order to

provide an orderly, efficient, and fair opportunity for those present to be heard.

The board will only allow public comment at its regular meetings unless explicitly noted in another meeting agenda.

~~may decide to hold certain types of public meetings where the public will not be invited to address the board. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.~~

C. No Board Action at Same Meeting

Except as determined by the board to be necessary or in an emergency, the board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The district is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Policy 206 Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations

Adopted: 07.01.2019; Statutory Update: 02.08.2022

Board of Education
INDEPENDENT SCHOOL DISTRICT NO. 659
Northfield, Minnesota

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
Minn. Stat. § 13D.05 (Meetings Having Data Classified as Public)
Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures; Closed or Open Meeting)
Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach; Notice of Nonrenewal; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Employment; Contracts; Termination; Hearing Procedures)
Minn. Stat. § 122A.44 (Contracting with Teachers; Substitute Teachers)
Minn. Stat. § 123B.02, Subd. 14 (General Powers of Independent School Districts; Employees; Contracts for Services)

Minn. Stat. § 123B.143, Subd. 2 (Superintendents; Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA School Law Bulletin “C” (Minnesota’s Open Meeting Law)
MSBA School Law Bulletin “I” (School Records – Privacy – Access to Data)

Policy 211 CRIMINAL OR CIVIL ACTION AGAINST SCHOOL DISTRICT, SCHOOL BOARD MEMBER, EMPLOYEE OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance about Northfield School District's position, rights, and responsibilities when a civil or criminal action is pending against the school district, or a school board member, school district employee or student.

II. GENERAL STATEMENT OF POLICY

- A. The district recognizes that, when civil or criminal action is pending against a board member, district employee, or student, the district may be requested or required to take action.
- B. In responding to such requests and/or requirements, the district will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. The district acknowledges its statutory obligations with respect to providing assistance to board members and teachers who are sued in connection with performance of district duties. Collective bargaining agreements and district policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minnesota Statutes Section 466.07, subd. 1, the district shall defend and indemnify any board member or district employee for damages in school-related litigation, including punitive damages, claimed or levied against the board member or employee, provided that the board member or employee was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Pursuant to Minnesota Statutes Section 123B.25(b), with respect to teachers employed by the district, upon written request of the teacher involved, the district must provide legal counsel for any teacher against whom a claim is made or action is brought for recovery of damages in any tort action involving physical injury to any person or property or for wrongful death arising out of or in connection with the employment of the teacher with the district. The district will choose legal counsel after consultation with the teacher.
- C. Data Practices
Educational data and personnel data maintained by the district may be sought as evidence in a civil proceeding. The district will release the data only pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and to the Family Educational Rights and Privacy Act, 20 United States Code 1232g, and related regulations. When an employee is subpoenaed and is expected to testify regarding

educational data or personnel data, the employee will inform the building administrator or designated supervisor, who shall immediately inform the superintendent or designee. No board member or employee may release data without ~~consultation~~ written authorization and consultation in advance ~~with~~ from the district official who is designated as the responsible authority for the collection, use, and dissemination of data.

D. Service of Subpoenas

District officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with district personnel policies and applicable collective bargaining agreements.

IV. **CRIMINAL CHARGES OR CONDUCT**

A. Employees

1. The district expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If the district receives information relating to activities of a criminal nature by an employee, the district will investigate and take appropriate disciplinary action, which may include discharge, subject to district policies, statutes and provisions of applicable collective bargaining agreements.
3. Pursuant to Minnesota Statutes Section 123B.02, Subd. 20, if reimbursement for a criminal defense is requested by a district employee, the board may, after consulting with its legal counsel, reimburse the employee for any costs and reasonable attorney fees incurred by the employee to defend criminal charges brought against the employee arising out of the performance of duties for the district. The decision whether to reimburse shall be made at the board's discretion. A board member who is a witness or an alleged victim in the case may not vote on the reimbursement. If a quorum of the board is disqualified from voting on the reimbursement, the reimbursement must be approved by a judge of the district court.

B. Students

The district has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. To promote that interest, the district will take appropriate action regarding students convicted of crimes that relate to the environment.

C. Criminal Investigations

1. The policy of the district is to cooperate with law enforcement officials. The district will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless extenuating circumstances exist, the matter being investigated is school-related, or as otherwise provided by law.
2. If questioning at school is unavoidable, ~~the district will attempt to maintain confidentiality, to avoid embarrassment to students and employees and to avoid disruption of the educational program. The district will attempt to notify parents/guardians of a student under age 18 that police will be questioning their child. Normally, the superintendent, principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minnesota Statutes Section 260E.22), or as otherwise determined in consultation with the parent/guardian.~~ law enforcement officers may interview students on campus about issues outside of the school's jurisdiction only when parents/guardians have granted permission. The interview will take place in a closed room away from the view of students and adults. An administrator may be in attendance except as otherwise required by law (Minnesota Statutes Section 260E.22), or as otherwise determined in consultation with the parent/guardian.

D. Data Practices

The district will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minnesota Statutes Chapter 13 (Minnesota Government Data Practices Act) and 20 United States Code Section 1232g (FERPA).

V. **STATEMENTS WHEN LITIGATION IS PENDING**

The district recognizes that when a civil or criminal action has commenced or is pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, board members or district employees shall make or release statements in that situation only in consultation with legal counsel.

Policy 211 Criminal or Civil Action Against School District, School Board Member, Employee or Student

Adopted: 01.24.2005; Revised: 2006, 07.01.19; Statutory Update: 02.08.2022

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40 - 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 123B.02, Subd. 20 (Legal Counsel; Reimbursement)
Minn. Stat. § 123B.25(b) (Legal Actions Against Districts and Teachers)
Minn. Stat. § 260E.22 (Interviews)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)

20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
Op. Atty. Gen. 169 (Minn. Mar. 7, 1963)
Op. Atty. Gen. 169 (Minn. Nov. 3, 1943)
Dyppress v. School Committee of Boston, 446 N.E.2d 1099 (Mass. App. Ct. 1983)
Wood v. Strickland, 420 U.S. 308 (1975)

Cross References: Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
Policy 406 (Public and Private Personnel Data)
Policy 408 (Subpoena of a School District Employee)
Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Policy 212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the Northfield School District Board of Education to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members ~~will be provided the opportunity and encouragement~~ are required to attend the orientation and training sessions sponsored by the Minnesota School Boards Association (MSBA) within 180 days after taking their oath of office. Board members shall receive training in school finance and management developed in consultation with MSBA.

Re-elected school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by MSBA to continue their professional development.

- B. The board chair shall have completed MSBA Phase I, II, III, and IV training prior to serving as chair to ensure governance norms and protocols. If the board determines there is not a member who qualifies, this policy may be waived upon majority vote, and the appointed chair will commit to completing phases within one year. This aligns with district policy 203.

All board members are encouraged to participate in school board and related workshops and activities sponsored by local, state, and national school boards associations, as well as in the activities of other educational groups.

- C. Board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The board will reimburse the necessary expenses of all board members who attend meetings and conventions pertaining to school activities and the objectives of the board, within the approved policy and budget allocations of the district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Policy 212 School Board Member Development

Adopted: 01.24.2005; Reviewed: 07.01.2019

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References: Minn. Stat. § 123B.09, Subd. 2 (Boards of Independent School Districts)

Cross References: MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

Policy 214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to control out-of-state travel by Northfield School District Board of Education members ~~as required by law in fulfillment of their role as school board members. in their the fulfillment of their duties as board members.~~ in fulfillment of their role as school board members.

II. GENERAL STATEMENT OF POLICY

Board members have an obligation to become informed on the proper duties and functions of a board member, to become familiar with issues that may affect the district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state and local laws, rules, regulations and district policies that relate to their functions as school board members. Occasionally, it may be appropriate for board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the board finds it proper for board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as board members. Travel to all out-of-state meetings for which the member intends to seek reimbursement from the district ~~should~~ must be preapproved by the board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary district-related expenses.

V. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official district form and are to be submitted to the ~~designated administrator~~ superintendent's office. Itemized receipts for all expenses ~~lodging, commercial transportation, registration, and other reasonable and necessary expenses~~ must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent or their designee shall develop a schedule of reimbursement rates for district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. They shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Policy 214 Out-of- State Travel By School Board Members

Adopted: 12.12.2005; Revised: 07.2010; Reviewed: 07.01.2019

Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 659

Northfield, Minnesota

Legal References: Minn. Stat. § 123B.09, Subd. 2 (Boards of Independent School Districts)
Minn. Stat. § 471.661 (Out-of-State Travel)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. No. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

Cross References: MSBA/MASA Model Policy 212 (School Board Member Development)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

FY24 Activity Fee Rate Proposal

HS Activity	FY22 Participation	FY22	FY23	FY24
Alpine Ski (7-12)	24	\$260	\$296	\$445
Baseball	60	\$165	\$188	\$285
Basketball	73	\$165	\$188	\$285
Bowling (7-12)	15	\$75	\$86	\$130
Clay Target (7-12)	91	\$75	\$86	\$130
Cross Country (7-12)	87	\$130	\$148	\$225
Dance Team	26	\$165	\$188	\$285
Drama (Fall/Spring)	116	\$70	\$80	\$120
Football	108	\$165	\$188	\$285
Golf	50	\$155	\$177	\$265
Gymnastics	15	\$215	\$245	\$370
Hockey	65	\$215	\$245	\$370
Knowledge Bowl	46	\$70	\$80	\$120
Lacrosse	71	\$155	\$177	\$265
Mock Trial	23	\$70	\$80	\$120
Nordic Ski (7-12)	54	\$215	\$245	\$370
Soccer	94	\$182	\$207	\$315
Softball	52	\$165	\$188	\$285
Speech	14	\$70	\$128	\$195
Strength Training	**	\$0	\$80	\$80 *
Swim/Dive (7-12)	90	\$165	\$188	\$285
Tennis	53	\$130	\$148	\$225
Track	131	\$130	\$148	\$225
Volleyball	50	\$165	\$188	\$285
Weightlifting	48	\$130	\$148	\$225
Wrestling	29	\$165	\$188	\$285
Total Registrations	1,485	1,489	1,489	1,489
Total Revenue		\$187,081	\$213,347	\$323,742
Increase			\$26,266	\$110,395

** Registration not required in FY22

MS Activity	FY22 Participation	FY22	FY23	FY24
6th Grade Athletics	183	\$75	\$86	\$130
Drama	0	\$60	\$68	\$100
Fitness Center	127	\$25	\$68	\$80 *
Football	86	\$95	\$108	\$160
Golf	19	\$95	\$108	\$160
Knowledge Bowl	26	\$60	\$68	\$100
Math Team	11	\$60	\$68	\$100
Soccer	45	\$95	\$108	\$160
Speech	28	\$60	\$68	\$100
Tennis	46	\$95	\$108	\$160
Track	78	\$95	\$108	\$160
Volleyball	30	\$95	\$108	\$160
Wrestling	10	\$95	\$108	\$160
Total Registrations	689	689	689	689
Total Revenue		\$45,864	\$53,842	\$80,049
Increase			\$7,978	\$26,207
		Total Additional Revenue	\$136,602	

Other Rates	Current	Proposed	Increase
Family Cap	\$700	\$1,000	\$300
Reduced	40%	40%	0%
Free	20%	20%	0%

Note: Revenue calculations assume 86.8% of total revenue at HS and 90.6% at Middle School based on FY22 calculation including discounted rates.

* Fitness Center and Strength Training were matched at \$80. HS had very limited participation in strength training in FY23 due to added fee.



2023-24

NORTHFIELD PUBLIC SCHOOLS PROPOSED BUDGET



We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

NORTHFIELD PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT 659
BOARD OF EDUCATION

Claudia Gonzalez-George, Chair

Corey Butler, Vice Chair

Jeff Quinnell, Treasurer

Amy Goerwitz, Clerk

Robert Coleman

Ben Miller

Jenny Nelson

SUPERINTENDENT OF SCHOOLS

Dr. Matt Hillmann, Ed.D.

This document was prepared by the Finance Department of Northfield Public Schools

www.northfieldschools.org

Reaching Out, Reaching Up:

THE 2027 STRATEGIC PLAN



VISION

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

BENCHMARKS

1 All children are ready for kindergarten .	2 All students are connected to the community .	3 All students are at grade level in reading and mathematics by the end of third and sixth grades.
4 All students exhibit physical, social and emotional well-being .	5 All students have a connection with a caring adult beyond their parents as they transition to middle school.	6 All students have interests, goals and a vision for the future by the end of eighth grade.
7 All students graduate from high school with a plan to reach their full potential.	8 All employees report satisfaction in the workplace.	9 All parents report satisfaction with their children's educational experience.
10 The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure financial stability .	11 Community education provides relevant and accessible learning opportunities for all residents.	<small>Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career"</small>

STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

May 22, 2023

Board of Education
Independent School District 659
Northfield, MN

It is with pride I submit and recommend the proposed budgets for the 2023-24 school year. This budget document is one of our primary tools to present summarized and transparent financial information to our employees, the community and stakeholders. This report includes our Operating and Proprietary funds with an emphasis on the General Fund. This document provides a cohesive report for all of the budgets presented over the past few months.

The purpose of a budget is to quantify the strategic plan and programming choices we have made as a district. It is a guide for the Board of Education to authorize the administration to fulfill the vision and mission of the district each day. In December, a revised budget that includes more accurate enrollment data, finalized employment contracts and a complete analysis of the 2023 legislative session will be presented. In the spring of 2022 and 2023 the district managed a priority-based budget process. This document consolidates the critical work of our staff and community with assumptions and parameters as the framework for the 2023-24 budget planning process.

Sixty-nine percent of the district's total funding comes from the State of Minnesota. This is the first time in my twelve years that I can speak confidently about the legislative session and the impact to the district. The legislature is on track to provide substantial funding to the district. It is essential that we recognize that these increases are helping close the gap on decades of inadequate funding. The additional funding will ensure financial stability in the future. The Northfield community has been a tireless supporter of our schools. Their unwavering support and commitment to our students is deeply appreciated.

We strive daily to implement the district's strategic plan. We consistently demonstrate good stewardship by analyzing information, prioritizing needs and managing our financial, physical and human resources to support Northfield Public Schools.

Gratefully,



Val Mertesdorf
Director of Finance

BUDGET DEVELOPMENT CALENDAR

December 12	School Board reviewed and approved 2022-23 revised General Fund budget as well as certified the 2022 Payable 2023 Tax Levy.
December 28	Auditors presented results of 2021-22 financial audit.
February 13	School Board adopted resolution requiring the administration to make recommendations for additions and reductions in programs and adding or discontinuing positions.
	School Board presented with proposed Operating Capital and Long-Term Facilities Maintenance budget.
February 27	School Board presented with budget prioritization recommendations.
March 13	School Board presented with proposed Debt Service budget.
March 16, 23	Community forums regarding budget prioritization recommendations.
April 3	School Board work session to discuss budget prioritization recommendations and community feedback.
April 10	School Board presented with proposed Internal Service Fund budget.
	School Board approved budget prioritization recommendations.
April 24	School Board presented with proposed Child Nutrition and Community Education budgets.
	School Board adopted the necessary resolutions relating to General Fund program and staffing changes for 2023-24.
May 8	School Board presented with proposed budget for the General Fund.
May 22	School Board adopts the 2023-24 Proposed Budgets for all funds.

STUDENT ENROLLMENT PROJECTIONS

Minnesota funds the majority of its K-12 programs through a complex formula applied to the number of students attending each school. For most funding programs, the pupil count, known as adjusted pupil units (APU) is used to determine school revenue amounts.

The past four years the district has experienced declining enrollment. Based on our most recent demographic study, the district anticipates that the total number of students will continue to decline over the next ten years. We expect a decline of at least 400 students.

The October 1, 2022 enrollment numbers were included with historical data to calculate the current enrollment forecast which was prepared using the traditional cohort survival technique and weighting these results to favor more recent years. The following table represents the 2023-24 student enrollment projection. The bottom table includes historical enrollment counts and the longer range forecast for additional context.

2023-24 Projected Average Daily Membership (ADM)					
Pre-KG	KG (incl. HK)	1-3	4-6	7-12 (incl. ALC)	Total
50.2	252.0	734.1	825.6	1,962.2	3,824.1

Enrollment History and Projection							
Year	Pre-K	KG	1-3	4-6	7-12	Total	APU
2011-12	40.2	256.0	810.1	840.8	1,851.6	3,798.6	4,416.1
2012-13	40.1	267.6	796.2	875.1	1,838.5	3,817.5	4,424.9
2013-14	30.1	223.6	826.9	853.1	1,885.2	3,818.9	4,459.1
2014-15*	24.5	266.4	816.0	862.9	1,899.5	3,869.3	4,249.2
2015-16	32.3	250.2	841.7	865.5	1,932.6	3,922.3	4,308.9
2016-17	40.6	246.9	825.6	906.7	1,976.6	3,996.4	4,391.7
2017-18	39.3	273.0	807.1	922.9	2,001.8	4,044.1	4,444.5
2018-19	41.2	248.4	797.6	911.0	2,051.8	4,050.0	4,460.4
2019-20	42.8	246.5	764.4	892.8	2,072.6	4,019.0	4,433.6
2020-21	44.3	202.4	747.9	843.9	2,062.3	3,900.8	4,313.3
2021-22	49.1	245.0	750.8	822.9	1,993.0	3,860.8	4,259.4
2022-23#	47.8	240.0	743.7	808.4	1,965.6	3,805.4	4,198.5
2023-24#	50.2	252.0	734.1	825.6	1,962.2	3,824.1	4,216.6
2024-25#	47.5	238.5	766.0	813.7	1,910.5	3,776.0	4,158.1
2025-26#	46.9	235.4	772.0	802.0	1,865.6	3,721.9	4,095.0

Estimated Enrollment

* Change in pupil unit weights

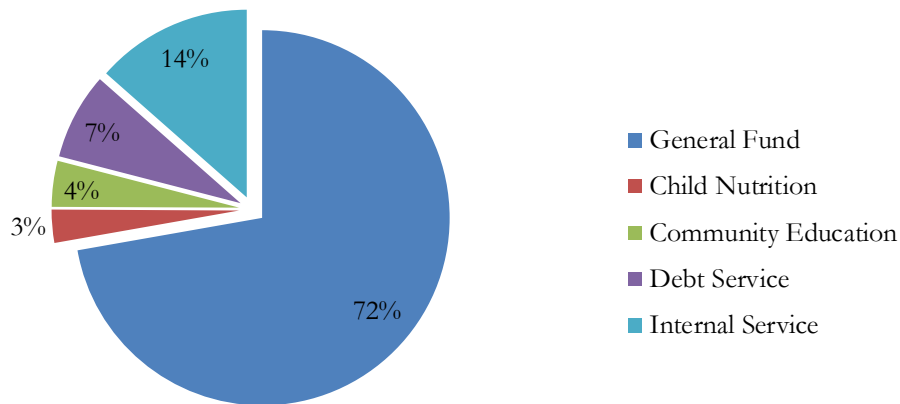
PROPOSED 2023-24 BUDGET SUMMARY OF ALL FUNDS

	July 1, 2023 Projected <u>Fund Balance*</u>	FY 2024 <u>Revenues</u>	FY 2024 <u>Expenditures</u>	June 30, 2024 Projected <u>Fund Balance*</u>
General Fund**	\$ 13,360,613	\$ 60,947,563	\$ 59,739,622	\$ 14,568,554
Child Nutrition	\$ 870,392	\$ 2,407,584	\$ 2,645,006	\$ 632,970
Community Education	\$ 918,653	\$ 3,333,364	\$ 3,463,457	\$ 788,560
Debt Service	\$ 1,687,721	\$ 6,301,210	\$ 5,912,409	\$ 2,076,522
Internal Service	\$ 2,868,644	\$ 11,396,574	\$ 11,094,171	\$ 3,171,047

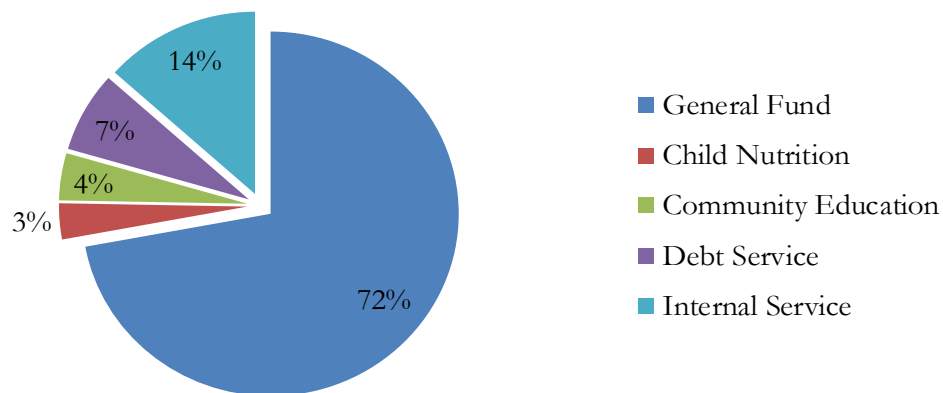
* Beginning and ending fund balance includes restricted funds

**General Fund includes Capital and Long Term Facility Maintenance funds.

2023-24 Budget Resources All Funds



2023-24 Budget Expenditures All Funds



GENERAL FUND

The General Fund accounts for the primary operations of the district, including educational and instructional support services to students from Kindergarten through twelfth grade, pupil transportation and capital outlay.

Preliminary budget assumptions include an increase in per pupil funding from the State of 4%. Overall, revenue will increase approximately 2% over the prior year. The increase is primarily related to per pupil increase and the inflationary increase on the voter approved operating referendum. The district receives 69% of its revenue from the State of Minnesota. This revenue budget includes a substantial increase in activities fees as a result of our priority-based budget process. Declining enrollment is one of the most significant financial challenges we face. Seventy-five percent of our revenue is enrollment-based formulas. While we are projecting stable enrollment for 2023-24, the declining trend we've seen the past four years will continue in 2024-25. We are projecting an increase in special education funding. The proposed budget does not assume an increase in the special education cross subsidy aid.

Projected expenditures are represented with an aggregate decrease of 3.05%. This includes a projected decrease of 2.0% in salaries and an 4.8% decrease in non-salary and other operating expenditures excluding capital related items. These decreases are a result of the priority-based budget process.

The financial summary clearly depicts the impact of declining enrollment on our revenue sources. Three consecutive years of deficit spending is not sustainable. Our staff and community worked collaboratively to prioritize spending and ultimately reduce the budget by nearly \$6 million over two years. The 2023-24 proposed budget is validation that the difficult decisions that were made were necessary. I'm pleased to report that the ending fund balance in 2023-24 is projected to exceed the Board's goal of 14%. It is important to note that Board adopted a slightly revised fund balance calculation in the past year. The 14% goal is now calculated as a percentage of general fund expenditures less operating capital, long-term facility maintenance, scholarship and student activity expenditures. These expenditures are highly volatile, and have been increasingly diluting the historical calculation. The new calculation will provide fewer erratic variations.

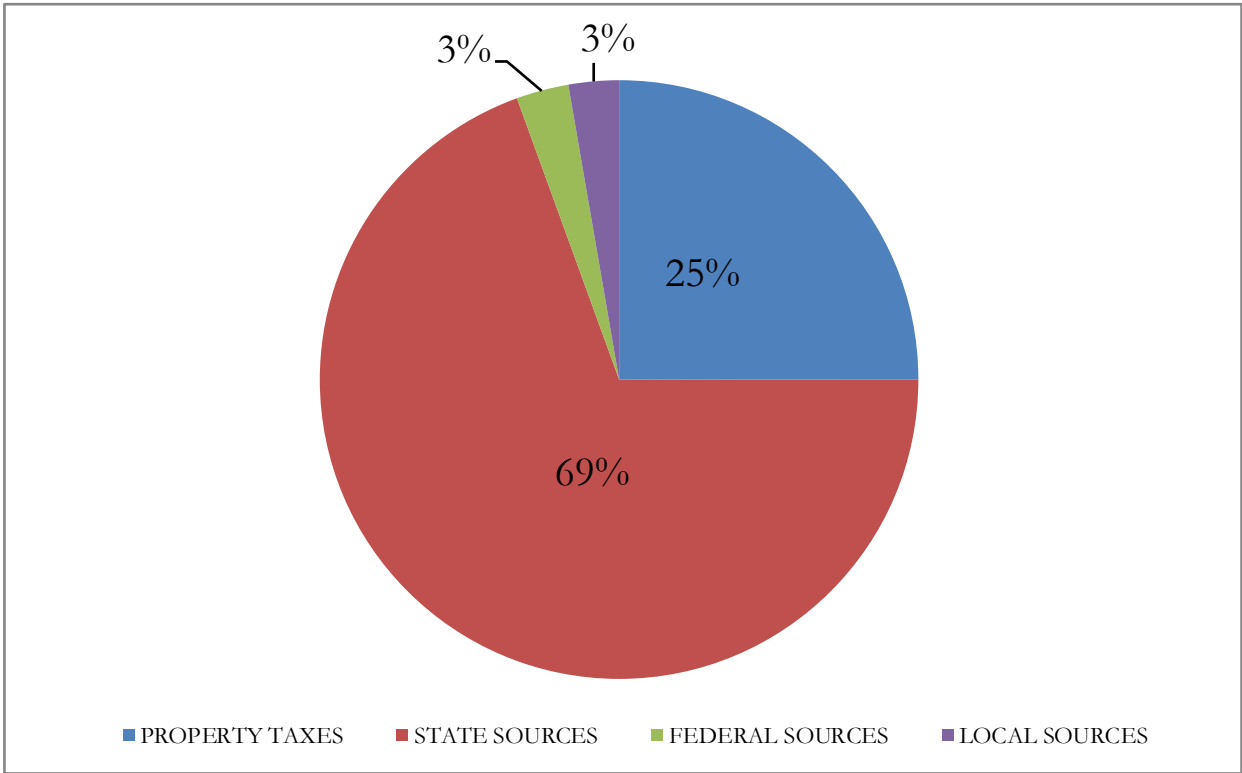
GENERAL FUND | FINANCIAL SUMMARY

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
REVENUE	\$ 58,606,472	\$ 59,808,842	\$ 59,786,188	\$ 60,947,563
EXPENDITURES	59,010,193	62,769,664	61,618,792	59,739,622
DIFFERENCE	(403,721)	(2,960,822)	(1,832,604)	1,207,941
BEGINNING FUND BALANCE	18,557,760	18,154,039	15,193,217	13,360,613
ENDING FUND BALANCE	<u>\$ 18,154,039</u>	<u>\$ 15,193,217</u>	<u>\$ 13,360,613</u>	<u>\$ 14,568,554</u>
RESTRICTED FUND BALANCE	\$ 7,179,371	\$ 6,288,044	\$ 5,358,353	\$ 5,587,216
UNRESTRICTED FUND BALANCE	\$ 10,974,668	\$ 8,905,173	\$ 8,002,260	\$ 8,981,338
PERCENTAGE OF EXPENDITURES (excl. Capital, LTFM, Scholarships & SAF)	19.7%	15.2%	13.9%	15.9%

GENERAL FUND | REVENUE

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
PROPERTY TAXES	\$ 14,217,639	\$ 14,971,029	\$ 14,359,850	\$ 15,232,888
STATE SOURCES	40,135,486	39,514,217	40,040,698	42,334,181
FEDERAL SOURCES	2,593,072	3,485,637	4,210,778	1,724,951
LOCAL SOURCES	1,660,275	1,837,959	1,174,862	1,655,543
TOTAL	\$ 58,606,472	\$ 59,808,842	\$ 59,786,188	\$ 60,947,563

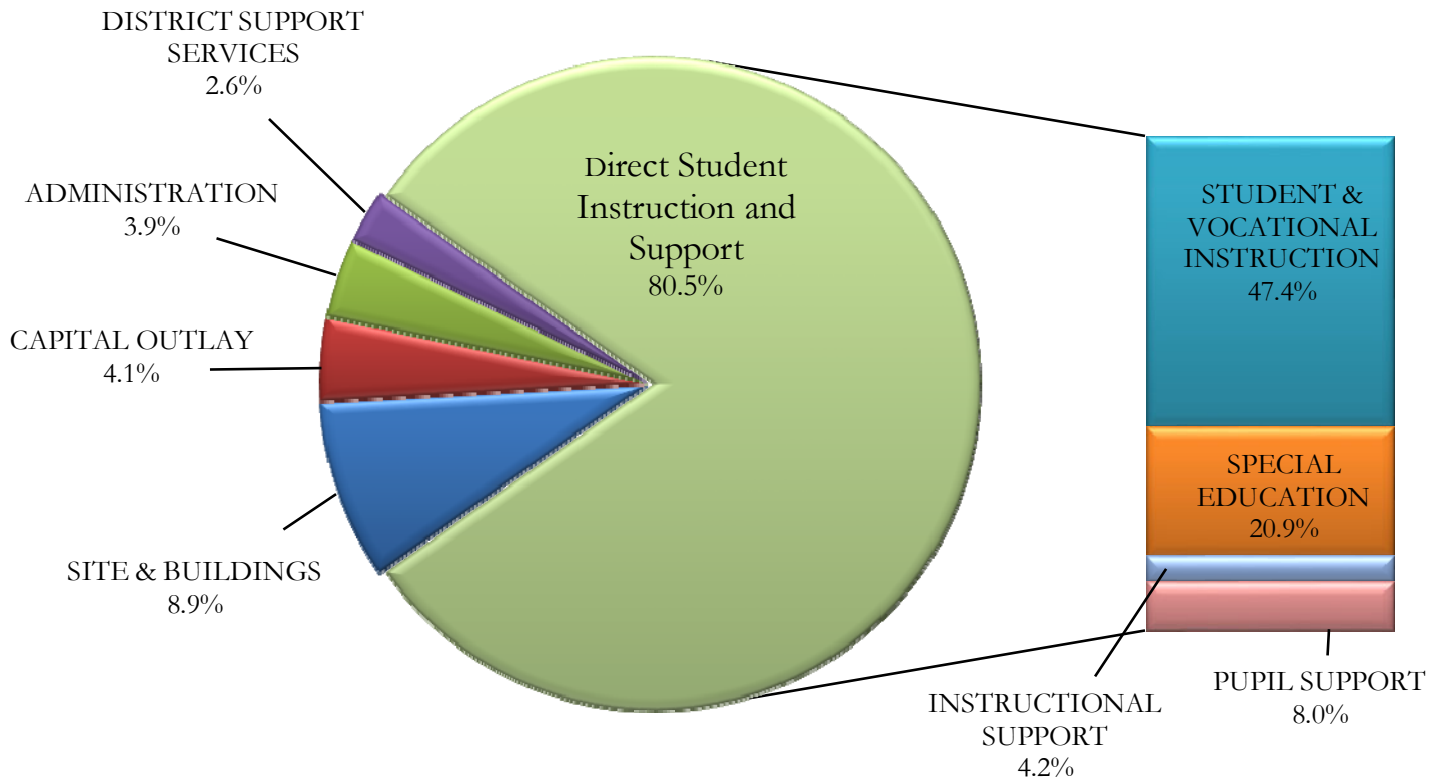
REVENUE BY SOURCE



GENERAL FUND | EXPENDITURES BY PROGRAM

- **Student Instruction: \$40,422,265 (67.66%)**
Includes costs associated with teaching students as well as co-curricular and extra-curricular activities from Kindergarten through twelfth grade. It also includes specialty programming such as special education, alternative education, English learner and compensatory programs.
- **Student Support Services: \$8,492,510 (14.22%)**
Includes costs associated with supporting students including transportation, media centers, guidance/counseling services, nursing services as well as the instructional services department.
- **Site and Buildings: \$6,922,221 (11.59%)**
Includes costs associated with operations, maintenance, repairs and remodeling of all facilities and grounds of the school district. This program category also includes the majority of our capital outlay expenditures.
- **District Support Services: \$1,568,877 (2.62%)**
Includes costs associated with services provided by the district office such as human resources, finance, communications and other centralized office functions.
- **Administration: \$2,333,749 (3.91%)**
Includes costs associated with the district administration including the school board, superintendent and principals. Instructional administration was added by MDE in FY23, these dollars were reclassified from curriculum and development under student support services.

2023-24 EXPENDITURES BY PROGRAM



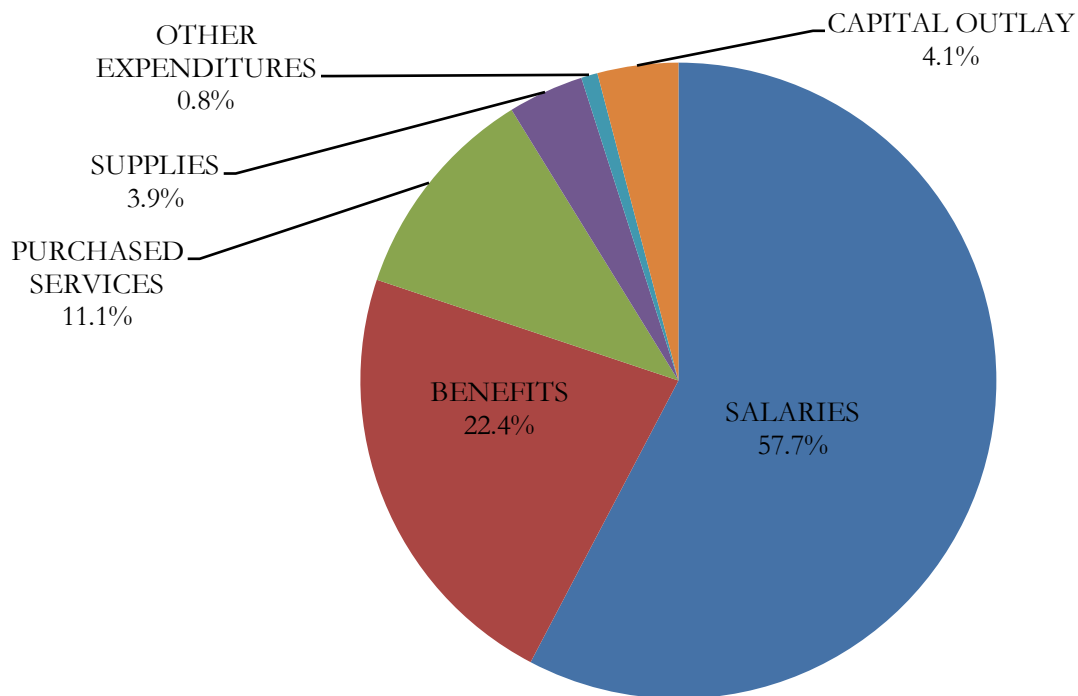
GENERAL FUND | EXPENDITURES BY PROGRAM (cont)

PROGRAM CATEGORIES		2023-24 Proposed
Student Instruction \$40,422,265 67.66%	Elementary Instruction	\$ 12,404,907
	Middle and High School Instruction	\$ 11,582,599
	Special Education	\$ 12,470,792
	Co-curricular and Extra-curricular Activities	\$ 2,036,113
	Multilingual Learners	\$ 982,277
	Title/Compensatory Programs	\$ 458,306
	Career and Technical Programs	\$ 487,271
Student Support Services \$8,492,510 14.22%	Instructional Support	\$ 709,966
	Curriculum and Development	\$ 280,009
	Educational Media	\$ 232,535
	Instructional Technology	\$ 1,698,135
	Guidance/Counseling	\$ 1,037,179
	Health Services	\$ 497,790
	Student Transportation	\$ 3,022,365
	Staff Development	\$ 720,744
	Other Student Support	\$ 293,787
Sites and Buildings \$6,922,221 11.59%	Operations and Maintenance	\$ 4,726,797
	Facilities	\$ 690,074
	Long Term Facilities Maintenance	\$ 1,287,350
	Property or Other Insurance	\$ 218,000
District Support Services \$1,568,877 2.62%	Finance Department	\$ 594,433
	Human Resources	\$ 525,431
	Administrative Technology	\$ 197,641
	General Administrative Support	\$ 117,472
	Communications and Assessment	\$ 111,900
	Elections	\$ 22,000
Administration \$2,333,749 3.91%	Office of Superintendent	\$ 380,536
	Instructional Administration	\$ 284,655
	School Administration	\$ 1,611,923
	School Board	\$ 56,635
Total General Fund		\$ 59,739,622

GENERAL FUND | EXPENDITURES BY OBJECT

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
SALARIES	\$ 33,309,150	\$ 35,858,968	\$ 35,188,483	\$ 34,468,989
BENEFITS	12,177,652	13,520,265	13,400,306	13,404,752
PURCHASED SERVICES	6,065,175	7,435,989	6,932,909	6,612,912
SUPPLIES	2,484,146	2,921,439	2,453,667	2,301,890
OTHER EXPENDITURES	512,427	508,382	494,352	495,866
CAPITAL OUTLAY	4,461,643	2,524,621	3,149,075	2,455,213
TOTAL	\$ 59,010,193	\$ 62,769,664	\$ 61,618,792	\$ 59,739,622

2023-24 EXPENDITURES BY OBJECT



GENERAL FUND**OPERATING CAPITAL and LONG-TERM FACILITIES MAINTENANCE**

The primary source of operating capital revenue comes from local property taxes which includes the voter approved operating capital levy of \$750,000. The capital levy was renewed and increased by the voters in November 2022.

This increase will be included in FY24-25. Long Term Facilities Maintenance revenue is a combination of local levy and state aid. These funding sources have specific restrictions regarding what the district can purchase. Any unspent funds are kept in a restricted fund balance code for future purchases that meet the specifications.

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Revenue Summary				
Operating Capital	\$ 779,194	\$ 755,922	\$ 770,227	\$ 761,823
Capital Projects Levy	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Lease Levy	\$ 381,394	\$ 353,449	\$ 407,986	\$ 382,517
Long Term Facility Maintenance	\$ 1,538,303	\$ 1,487,915	\$ 1,348,320	\$ 1,313,087
Sale of Equipment	\$ -	\$ 141,004	\$ -	\$ 100,000
Total Revenues	\$ 3,448,891	\$ 3,488,290	\$ 3,276,533	\$ 3,307,427

Expenditure Summary				
Leased Facility Space/Assessments	\$ 283,373	\$ 393,276	\$ 435,802	\$ 417,722
Lease Purchase Agreement	\$ 212,352	\$ 212,352	\$ 212,352	\$ 212,352
Building/Program Allocation	\$ 79,107	\$ 138,061	\$ 135,078	\$ 140,763
Textbooks/Digital Curriculum	\$ 106,226	\$ 194,858	\$ 250,000	\$ 250,000
Technology Leases	\$ 544,016	\$ 529,431	\$ 529,841	\$ 582,825
Network Administration	\$ 347,469	\$ 350,000	\$ -	\$ -
Capital Committee Recommendations	\$ 62,551	\$ 480,376	\$ 613,023	\$ 184,150
Long Term Facility Maintenance	\$ 1,386,318	\$ 1,593,168	\$ 1,602,175	\$ 1,287,350
Total Expenditures	\$ 3,021,412	\$3,891,522	\$ 3,778,271	\$ 3,075,162

Fund Summary				
Beginning Balance	\$ 1,307,869	\$ 1,735,348	\$ 1,332,116	\$ 830,378
Revenue	\$ 3,448,891	\$ 3,488,290	\$ 3,276,533	\$ 3,307,427
Expenditures	\$ 3,021,412	\$ 3,891,522	\$ 3,778,271	\$ 3,075,162
Ending Balance	\$ 1,735,348	\$ 1,332,116	\$ 830,378	\$ 1,062,643

Operating Capital	\$ 554,717	\$ 256,739	\$ 8,856	\$ 215,384
Long Term Facility Maintenance	\$ 1,180,631	\$ 1,075,377	\$ 821,522	\$ 847,259
Ending Fund Balance	\$ 1,735,348	\$ 1,332,116	\$ 830,378	\$ 1,062,643

CHILD NUTRITION FUND

The Child Nutrition Fund is a self-sustaining fund whose mission is to provide quality nutritious meals that support the growth and development of our students to fuel their learning. Revenue comes from a variety of sources including state and federal funding, student and adult purchases, federal commodities, and grant dollars.

The majority of the budget is accounted for in labor and food costs. The child nutrition program for the 2023-24 school year will begin state funding free breakfast and lunch as passed by the Legislature.

The proposed budget shows a spend down of the fund balance. The past few years have been challenging for our child nutrition team. The child nutrition department is constantly evaluating food costs and direct labor hours per meal served will be the primary focus to ensure budget targets are met. The Child Nutrition team works tirelessly to provide creative solutions for our students to help increase participation.

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Revenue Summary				
Tuition, fees and other	54,959	190,510	1,252,000	404,300
State Aids	1,611	80,988	111,487	940,000
Federal Aids	1,767,487	2,570,826	872,532	1,063,284
Total Revenues	\$ 1,824,057	\$ 2,842,324	\$ 2,236,019	\$ 2,407,584
Expenditure Summary				
Salaries and Benefits	\$ 1,027,898	\$ 1,182,086	\$ 1,181,963	\$ 1,296,508
Purchased Services	17,144	22,243	86,400	88,900
Food and Supplies	710,106	1,077,695	1,197,000	1,246,598
Equipment	-	-	26,500	13,000
Total Expenditures	\$ 1,755,148	\$ 2,282,024	\$ 2,491,863	\$ 2,645,006
Fund Summary				
Revenue	\$ 1,824,057	\$ 2,842,324	\$ 2,236,019	\$ 2,407,584
Expenditures	1,755,148	2,282,024	2,491,863	2,645,006
Net	68,909	560,300	(255,844)	(237,422)
Beginning Fund Balance	497,027	565,936	1,126,236	870,392
Ending Fund Balance	\$ 565,936	\$ 1,126,236	\$ 870,392	\$ 632,970
Fund Balance Max	\$ 585,049	\$ 1,521,349	\$ 1,661,242	\$ 1,763,337

Per the MDE, the Child Nutrition Department fund balance should not exceed 3 months average operating expenditures assuming a nine month operating year. Temporarily increased to 6 months beginning with FY2022.

COMMUNITY EDUCATION FUND

Northfield Public Schools Community Education focuses on lifelong learning, recreation and community involvement. We provide numerous opportunities and classes for all ages to develop skills, stay healthy and inspire creativity.

Our Early Childhood Family Education (ECFE) programs support parents in their role as their child's first and foremost teacher. Among our other Early Childhood Programs, Hand in Hand Preschool and Ventures childcare work together to prepare and support students in year-long learning. The budget for 2023-24 was developed with the goal of sustaining participation in their programs that have rebounded from the pandemic. The community education department has a goal of 14% fund balance.

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Revenue Summary				
Local Property Taxes	\$ 413,302	\$ 416,244	\$ 428,563	\$ 440,332
Tuition, fees and other	301,514	286,269	302,952	300,864
State Aids	175,900	627,781	209,975	-
Federal Aids	1,697,297	2,584,964	2,642,803	2,592,168
Total Revenues	\$ 2,588,013	\$ 3,915,258	\$ 3,584,293	\$ 3,333,364
Expenditure Summary				
Salaries and Wages	\$ 1,842,937	\$ 2,241,742	\$ 2,123,635	\$ 2,186,486
Benefits	570,009	643,499	716,753	740,974
Purchased Services	204,874	369,198	460,020	448,562
Supplies and Dues	52,665	83,594	83,514	83,535
Capital Outlay	4,583	18,727	61,897	3,900
Total Expenditures	\$ 2,675,068	\$ 3,356,760	\$ 3,445,819	\$ 3,463,457
Fund Summary				
Revenue	\$ 2,588,013	\$ 3,915,258	\$ 3,584,293	\$ 3,333,364
Expenditures	2,675,068	3,356,760	3,445,819	3,463,457
Net	(87,055)	558,498	138,474	(130,093)
Beginning Fund Balance	308,736	221,681	780,179	918,653
Ending Fund Balance	\$ 221,681	\$ 780,179	\$ 918,653	\$ 788,560
<i>Fund Balance Goal</i>	<i>374,510</i>	<i>469,946</i>	<i>482,415</i>	<i>484,884</i>
General Community Ed	\$ (170,366)	\$ 369,736	\$ 452,503	\$ 284,803
Early Childhood Family Education	233,407	297,925	319,149	333,084
School Readiness	136,944	92,001	132,628	162,908
Unreserved	21,697	20,517	14,373	7,765
Ending Fund Balance	\$ 221,682	\$ 780,179	\$ 918,653	\$ 788,560

DEBT SERVICE FUND

This fund is used to account for the accumulation of resources used for payment of general long-term obligation bond principal, interest, and related costs.

	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Revenue Summary				
Local property Taxes	\$ 4,944,766	\$ 4,981,365	\$ 5,324,717	\$ 5,462,320
Interest on Investments	3,371	4,841	3,000	3,000
State of MN	923,168	803,669	949,034	835,890
Other Sources	10,863,211	-	-	-
Total Revenues	\$ 16,734,516	\$ 5,789,875	\$ 6,276,751	\$ 6,301,210
Expenditure Summary				
Bond Principal	\$ 5,230,000	\$ 3,650,000	\$ 3,955,000	\$ 4,130,000
Bond Interest	2,027,675	2,185,017	1,964,053	1,775,409
Other Debt Service Fees	109,226	5,462	7,000	7,000
Other Uses	10,760,000	-	-	-
Total Expenditures	\$ 18,126,901	\$ 5,840,479	\$ 5,926,053	\$ 5,912,409
Fund Summary				
Revenue	\$ 16,734,516	\$ 5,789,875	\$ 6,276,751	\$ 6,301,210
Expenditures	18,126,901	5,840,479	5,926,053	5,912,409
Net	(1,392,385)	(50,604)	350,698	388,801
Beginning Fund Balance	2,780,012	1,387,627	1,337,023	1,687,721
Ending Fund Balance	\$ 1,387,627	\$ 1,337,023	\$ 1,687,721	\$ 2,076,522

DEBT SERVICE FUND (cont)

Current Outstanding Debt 2023-24 Principal and Interest Payments

Issue Date	Net Interest Rate	Original Issue	Purpose	Final Maturity	FY 2023-24 Payments		
					Principal	Interest	Total
5/13/2014	2.0-3.0%	\$ 1,525,000	GVP/HS Roofs	2/1/2025	\$ 160,000	\$ 9,750	\$ 169,750
3/23/2017	1.93%	\$ 1,325,000	BW Roof	2/1/2027	\$ 140,000	\$ 17,250	\$ 157,250
1/31/2019	3.22%	\$ 39,255,000	Elementary/Early Childhood	2/1/2039	\$ 480,000	\$ 1,446,381	\$ 1,926,381
11/4/2020	0.37%	\$ 9,665,000	Refund '11A/'12A	2/1/2025	\$ 3,350,000	\$ 227,750	\$ 3,577,750
2/17/2022	1.95%	\$ 3,120,000	LTFM MS Roof	2/1/2042	\$ -	\$ 74,278	\$ 74,278
					\$ 4,130,000	\$ 1,775,409	\$ 5,905,409

General Obligation Debt Annual Maturity Schedule			
Fiscal Year	Principal	Interest	Total
2024	4,130,000	1,775,509	5,905,509
2025	2,445,000	1,575,009	4,020,009
2026	2,085,000	1,458,859	3,543,859
2027	2,230,000	1,357,509	3,587,509
2028	2,360,000	1,249,009	3,609,009
2029	2,470,000	1,132,759	3,602,759
2030	2,590,000	1,011,059	3,601,059
2031	2,680,000	919,484	3,599,484
2032	2,785,000	816,084	3,601,084
2033	2,865,000	734,484	3,599,484
2034	2,950,000	650,534	3,600,534
2035	3,040,000	564,084	3,604,084
2036	3,140,000	464,371	3,604,371
2037	3,240,000	361,353	3,601,353
2038	3,350,000	251,178	3,601,178
2039	3,465,000	137,228	3,602,228
2040	230,000	15,165	245,165
2041	235,000	10,450	245,450
2042	240,000	5,280	245,280
	\$ 46,530,000	\$ 14,489,405	\$ 61,019,405

INTERNAL SERVICE FUND SELF-INSURANCE PLAN

The district established this fund in 2005-06 to account for the financial activity of the self-insurance plan for the dental benefits provided to employees. In May 2011 the district elected to become self-insured for medical benefits as well. The revenue in this fund represents premiums paid for dental and medical coverage by the district and our active and retired employees. Expenditures represent actual claims and administrative fees paid for dental and medical services received by our current or retired employees covered by the plan.

	DENTAL FUND			
	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Beginning Balance	\$474,794	\$473,777	\$447,720	\$417,184
Charges for Services	634,612	643,521	639,263	647,048
Interest Earnings	188	706	100	100
Total Sources	1,109,594	1,118,004	1,087,083	1,064,332
Insurance Claims	598,815	630,301	629,115	691,875
Administrative Fees	37,002	39,983	40,784	40,578
Total Expenditures	635,817	670,284	669,899	732,453
Ending Fund Balance	\$473,777	\$447,720	\$417,184	\$331,879
Goal (40%)	\$239,526	\$252,120	\$251,646	\$276,750

	MEDICAL FUND			
	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Beginning Balance	\$4,843,095	\$3,310,424	\$2,712,104	\$2,451,460
Charges for Services	7,134,503	8,256,059	9,500,000	10,398,426
RX Rebates	239,893	305,585	275,000	350,000
Interest Earnings	1,572	4,000	1,000	1,000
Total Sources	12,219,063	11,876,068	12,488,104	13,200,886
Insurance Claims	7,864,958	8,148,921	8,918,862	9,236,574
Administrative Fees	1,043,681	1,015,043	1,117,782	1,125,144
Total Expenditures	8,908,639	9,163,964	10,036,644	10,361,718
Ending Fund Balance	\$3,310,424	\$2,712,104	\$2,451,460	\$2,839,168
Goal (40%)	\$3,145,983	\$3,259,568	\$3,567,545	\$3,694,630

	FUND SUMMARY			
	2020-21 Audit Results	2021-22 Audit Results	2022-23 Revised Budget	2023-24 Proposed Budget
Beginning Balance	\$5,317,889	\$3,784,201	\$3,159,824	\$2,868,644
Total Revenue	7,770,875	9,209,871	10,415,363	11,396,574
Total Sources	13,088,764	12,994,072	13,575,187	14,265,218
Total Expenditures	9,544,456	9,834,248	10,706,543	11,094,171
Ending Fund Balance	\$3,544,308	\$3,159,824	\$2,868,644	\$3,171,047

							2022/23						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	6th	9th	16th	23rd	3rd	1st	1st	3rd	1st	1st	5th	1st	6/9/23
NCEC													
Early Childhood	101	98	100	104	105	114	137	138	138	142	149	147	
Total	101	98	100	104	105	114	137	138	138	142	149	147	0
Portage													
Grade K-2035	3	4	3	3	3	3	3	3	2	2	2	3	
Grade 1-2034	2	2	2	2	1	1	2	2	3	3	3	3	
Grade 2-2033	1	1	1	1	1	1	1	1	1	1	1	1	
Grade 3-2032	4	4	4	4	4	4	4	4	4	4	4	4	
Grade 4-2031	3	3	3	3	3	3	3	3	3	3	3	3	
Grade 5-2030	2	2	2	2	1	1	0	0	1	1	1	1	
Grade 6-2029	1	1	1	1	1	1	1	1	3	3	3	3	
Grade 7-2028	7	5	6	6	6	6	5	5	8	8	9	10	
Grade 8-2027	4	7	7	7	7	7	8	11	11	11	12	12	
Grade 9-2026	4	6	6	6	7	8	13	12	13	14	15	17	
Grade 10-2025	2	1	1	2	2	3	4	4	5	5	8	9	
Grade 11-2024	6	7	9	9	9	9	11	9	14	14	16	15	
Grade 12-2023	10	15	15	17	19	17	15	15	17	17	17	17	
Total	49	58	60	63	64	64	70	70	85	86	94	98	0
Greenvale Park													
Grade K-2035	100	99	99	99	100	101	100	98	98	98	99	99	
Grade 1-2034	82	82	82	82	82	82	83	83	82	82	83	83	
Grade 2-2033	77	77	77	77	77	77	78	77	77	78	78	78	
Grade 3-2032	84	83	83	83	83	83	83	83	83	84	84	84	
Grade 4-2031	77	77	77	76	76	75	74	74	73	73	73	73	
Grade 5-2030	78	78	78	77	77	77	77	77	79	78	78	78	
Total	498	496	496	494	495	495	495	492	492	493	495	495	0
Spring Creek													
Grade K-2035	71	69	69	69	69	70	70	71	70	70	70	69	
Grade 1-2034	74	71	71	71	71	69	70	67	67	67	67	70	
Grade 2-2033	62	62	62	62	62	63	65	65	65	66	66	66	
Grade 3-2032	83	83	83	83	83	82	82	81	81	82	82	82	
Grade 4-2031	91	92	92	92	92	92	92	89	87	87	87	88	
Grade 5-2030	84	83	83	83	83	83	85	83	83	83	85	85	
Total	465	460	460	460	460	459	464	456	453	455	457	460	0
Bridgewater													
Grade K-2035	64	65	66	66	66	67	67	66	68	67	66	66	
Grade 1-2034	88	88	88	88	88	88	88	89	88	88	88	88	
Grade 2-2033	91	91	91	91	91	89	89	91	91	90	90	90	
Grade 3-2032	95	94	94	94	94	94	93	93	92	91	92	92	
Grade 4-2031	97	95	95	95	95	95	94	94	94	94	94	94	
Grade 5-2030	95	94	94	94	94	94	94	94	94	94	94	94	
Total	530	527	528	528	528	527	525	527	527	524	524	524	0
Middle School													
Grade 6-2029	276	277	277	277	277	277	277	275	276	277	279	282	
Grade 7-2028	308	306	306	305	305	307	303	304	303	304	301	301	
Grade 8-2027	308	304	304	306	306	306	308	307	304	305	305	304	
Total	892	887	887	888	888	890	888	886	883	886	885	887	0
High School													
Grade 9-2026	318	315	315	315	313	314	310	308	309	309	308	305	
Grade 10-2025	344	342	341	341	342	336	334	331	332	328	323	319	
Grade 11-2024	333	326	321	320	320	317	316	313	307	306	304	303	
Grade 12-2023	275	272	271	271	270	271	270	269	266	265	264	264	
Total	1270	1255	1248	1247	1245	1238	1230	1221	1214	1208	1199	1191	0
ALC													
Grade 9-2026	1	1	2	2	1	4	5	6	8	10	19	19	
Grade 10-2025	7	8	9	16	8	20	21	22	24	28	41	45	
Grade 11-2024	17	24	27	38	24	41	42	44	52	60	62	65	
Grade 12-2023	38	48	48	73	48	85	83	85	94	96	104	99	
Total	63	81	86	129	81	150	151	157	178	194	226	228	0
Grand Total	3868	3862	3865	3913	3866	3937	3960	3947	3970	3988	4029	4030	0
Full Time only (excluding EC and Part-time/Independent Study ALC)	3765	3757	3755	3752	3754	3747	3742	3723	3735	3721	3725	3723	
Budget Projection (excluding EC and Part-time/Independent Study ALC)	3727	3727	3727	3727	3727	3727	3727	3758	3758	3758	3758	3758	3758
Difference [negative numbers in parentheses]	38	30	28	25	27	20	15	-35	-23	-37	-33	-35	-3758

*Previous enrollments did not include part-time students between NHS and Portage. They were counted for funding, just not reflected on this report. As of 2/1/23 the student is counted at the reported under the school with the higher enrollment percentage.

*Estimated enrollment was revised in December with the revised budget. We realized the projection hadn't been updated on this document yet. The projection was updated beginning with the January 3rd enrollment data. The budget projection excludes EC enrollment, but does not exclude PT/IS students. The negative difference is not concerning since the enrollment report does not include PT/IS.

Greenvale Park

Grade	Teacher		
K	Flicek	21	
K	Grundman	18	
K	Kortbein	19	
K	Schroyer	20	
K	Ziemann	21	
1	Borgerding	19	
1	Nivala	20	
1	Russell	24	C
1	Zach	20	
2	Amundson	21	C
2	Bulfer	19	
2	Ellerbusch	19	
2	Feldmann	19	
3	Alvarez, C.	20	C
3	Dimick	21	
3	Peterson	22	
3	Timerson	21	
4	Collins	19	
4	Garcia	20	C
4	Hetzel	16	
4	McLaughlin	18	
5	Carlson	18	
5	Kelly	18	
5	Sickler	18	
5	Tacheny	24	C
TOTAL		495	

Spring Creek

Grade	Teacher		
K	Berkvam	17	
K	Heil, G	18	
K	Matson	17	
K	Rud	17	
1	Born	21	C
1	Craft	16	
1	Downs	17	
1	Swenson	16	
2	Benhart	16	C
2	Soderlund	25	
2	Spitzack	25	
3	Guggisber	20	
3	Healy	21	
3	Jandro	22	
3	Sasse	19	C
4	Fox	22	
4	Hehr	21	
4	McManus	23	C
4	Schrank	22	
5	Baragary	21	
5	Malecha	23	
5	Osterman	17	C
5	Stulken	24	
TOTAL		460	

Bridgewater

Grade	Teacher	
K	Cade	17
K	Danielso	17
K	Rodgers	15
K	Tran	17
1	Charlton	22
1	Haley	22
1	Hall	21
1	Lanza	23
2	LaVoy	22
2	Lofquist	23
2	Schwaab	23
2	Swenson	22
3	Hruby	19
3	Larson	17
3	Schuster	19
3	Sickler	18
3	Truman	19
4	Broughto	21
4	Peterson	27
4	Robertso	24
4	Ryan	22
5	Blatti	24
5	DeVries	23
5	Duchene/	23
5	Holden	24
TOTAL		524

Middle School

Grade	Total
Grade 6-2029	282
Grade 7-2028	301
Grade 8-2027	304
TOTAL	887

High School Total

Grade 9-2026	305
Grade 10-2025	319
Grade 11-2024	303
Grade 12-2023	264
TOTAL	1191

ALC

F/T	**P/T	**I/S
Grade 9-2026	2	0
Grade 10-2025	18	0
Grade 11-2024	23	0
Grade 12-2023	25	2
TOTAL	68	2

	<u>Regular</u>	<u>Portage</u>	<u>Total</u>
Early Childhood**	147		147
Kindergarten-2035	234	3	237
Grade 1-2034	241	3	244
Grade 2-2033	234	1	235
Grade 3-2032	258	4	262
Grade 4-2031	255	3	258
Grade 5-2030	257	1	258
Total K-5	1626	15	1641
Total Middle School	887	25	912
Total High School	1191	58	1249
<u>GRAND TOTAL</u>	3704	98	3802
ALC 9-12			228
<u>GRAND TOTAL w/ALC and Portage</u>			4030
**Full Time only			3723

Early Childhood**

Dorey	11
Gross	12
Holden	7
Hubbard	9
Kremin	19
Kruse	5
Ludwig	17
O'Connor	14
Roth	8
Schnorr	6
Townzen	19
Waters	17
Webster	3
TOTAL	147

Portage

Grade	Teacher	
Grade K-20	Rubin	3
Grade 1-20	Rubin	3
Grade 2-20	Rubin	1
Grade 3-20	Haar	4
Grade 4-20	Haar	3
Grade 5-20	Haar	1
Grade 6-20	Holz	3
Grade 7-20	Holz	10
Grade 8-20	Holz	12
Grade 9-20	Holz	17
Grade 10-2	Schultz	9
Grade 11-2	Schultz	15
Grade 12-2	Schultz	17
TOTAL		98

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