

## SCHOOL BOARD MEETING

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

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

March 3, 2022

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

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

(All times are approximate)

- 6:15            Recognitions: District Service Center Honored Artists (Middle School); All-State Musicians and MNSota Middle Level Honors Orchestra Members; Scholastic Art & Writing Award Honorees; First Lego League State Qualifiers (Team Spike+); Varsity Cheerleading National Qualifiers; Middle School Cheerleading State Qualifiers; Boys and Girls Alpine Skiing State Champions; Boys and Girls Nordic Skiing State Qualifiers; Unified Basketball State Qualifiers; Sue Rockers (Nominee, Lifechanger of the Year Award)
- 7:00            I.            Call of Regular Meeting to Order
- II.            Pledge of Allegiance to the Flag
- III.           Adoption of the Agenda
- 7:02            IV.           School Report: Deephaven
- 7:20            V.            Community Comments  
                  Community Comments is an opportunity for the public to address the School Board on an item included in this agenda in accordance with the guidelines printed on the reverse.
- 7:30            VI.           Update on Superintendent Search and Approval of Candidate(s)  
                  For Interviews on March 7-8
- 7:50            VII.           Adoption of Revised FY22 Budget
- 8:20            VIII.           Adoption of Self-Insurance Fund Rates for FY23
- 8:30            IX.           Update on Training with Search Institute
- 8:50            X.            Update on VANTAGE/MOMENTUM Building

- 9:10 XI. CONSENT AGENDA  
a. Minutes of February 3, 2022 Regular Meeting  
b. Payment of Bills  
c. Recommended Personnel Items  
d. Gifts and Donations  
e. Electronic Fund Transfers
- 9:11 XII. Board Reports
- 9:13 XIII. Superintendent's Report
- 9:15 XIV. Announcements
- 9:16 XV. Adjournment to Closed Session for Negotiations

#### GUIDELINES FOR COMMUNITY COMMENTS

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

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

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

## REPORT

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

### Board Agenda Item IV.

Title: School Report: Deephaven

Date: March 3, 2022

---

#### EXECUTIVE SUMMARY:

Deephaven Elementary Principal Bryan McGinley will provide an update on how Deephaven is building community among students, staff and parents. He will also share how Deephaven is offering students the opportunity to be empowered through program offerings.

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



Dennis Peterson, Superintendent

**UPDATE**

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

**Board Agenda Item VI.**

**Title: Update on Superintendent Search  
and Approval of Candidate(s) for Interviews**

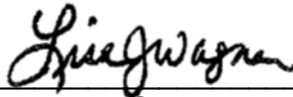
**Date: March 3, 2022**

---

**EXECUTIVE SUMMARY:**

The School Board will review the status of the superintendent search and approve candidate(s) for interviews on March 7-8, 2022.

**Submitted by:**



\_\_\_\_\_  
Lisa Wagner, School Board Clerk  
On behalf of the Superintendent Search Subcommittee

**Concurrence:**



\_\_\_\_\_  
Chris Vitale, School Board Chair

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

**Board Agenda Item VII.**

**Title: Review of FY2022 Amended Budget**

**Date: March 3, 2022**

---

**EXECUTIVE SUMMARY:**

Minnetonka Independent School District 276 continually monitors actual revenue and expenses against budgeted amounts through the year, and typically makes mid-year budget adjustments to reflect any changes in revenue and expense projections that have materialized in the first 6-7 months of the year.

For FY22, almost exclusively because of the continuation of the Pandemic into its third calendar year, there have been more adjustments than usual due to the impact of the COVID-19 Pandemic on the cost of delivering instruction in a safe manner and providing opportunities for learning loss recovery for students.

The attached amended budget information is for FY2022 only. The FY2023 budget is in the process of development during the months of February through May for final approval in June prior to the start of FY2023 on July 1, 2022. Initial projections are included for informational purposes, but as part of the FY2023 budget process, updated projections including any changes by the Legislature for FY2023 and subsequent years will be presented at that time.

The FY2022 Amended Budget projects the following amounts for the General Fund:

General Fund Revenues	\$144,135,570
General Fund Expenses	\$145,242,392
Projected Revenues Over (Under) Expenses	\$ (1,106,822)
Net Change in Fund Balance	\$ (1,106,822))
Projected Ending Unassigned Fund Balance	\$ 23,727,906
Unassigned Fund Balance as Percent of Expenses	16.3%
Net Change in Unassigned Fund Balance From FY21	\$ ( 360,790)

Amended Budgets for the Nutrition Services Fund, Community Services Fund, Capital Expenditures Fund, Debt Service Fund, Fiduciary Funds-Donations, Athletic Equipment Fund, Self-Insurance Health & Dental Fund, Other Post-Employment Benefits Fund, Arts Center Fund, Dome Operations Fund, Aquatics Fund, Pagel Center Operations Fund, Long Term Facilities Maintenance Fund, Building Construction Fund, OPEB Bonds Debt Service Fund, and Capital Projects Technology Fund and are also attached for approval.

---

**ATTACHMENTS:**

FY2022 Amended General Fund Budget  
FY2022 Reconciliation of Adopted Budget to Amended Budget  
FY2022 Amended Budget and FY22-FY26 Projection Assumptions  
FY2022 Summary of General Fund Budget Amendments  
Food & Nutrition Services Fund  
Community Services Fund  
Capital Expenditures Fund  
Debt Service Fund  
Fiduciary Funds - Donations  
Athletic Equipment Fund  
Self-Insurance Health & Dental Fund  
Other Post-Employment Benefits Fund  
Arts Center Fund  
Dome Operations Fund  
Aquatics Fund  
Pagel Center Operations Fund  
Long Term Facilities Maintenance Fund  
Other Post-Employment Benefits Debt Service Fund  
Building Construction Fund  
Capital Projects Technology Fund

---

**RECOMMENDATION/FUTURE DIRECTION:**

The FY2022 Amended Budget is presented for the School Board's approval.

***Resolution to Approve Amended Budgets for Fiscal Year 2022***

*BE IT RESOLVED, that the School Board of Minnetonka Independent School District 276 does hereby approve amendments to the Fiscal Year 2022 Budget for all funds as presented in the District fund projections for Fiscal Year 2022 as of March 3, 2022, including General Fund Revenues of \$144,135,570 and General Fund Expenditures of \$145,242,392.*

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

Concurrence:   
Dennis Peterson, Superintendent

**MINNETONKA INDEPENDENT SCHOOL DISTRICT 276**  
**FY2022 AMENDED GENERAL FUND BUDGET AND PROJECTION FOR FY2023-FY2027**

General (01), Transportation (03), & Extra Curricular (11) Funds		+26.19 Tchr FTE	+36.86 Tchr FTE	-36.75 Tchr FTE +4.91 Tchr FTE	+2.59 Tchr FTE*	-22.0 Tchr FTE	+0 Tchr FTE	+0 Tchr FTE	+0 Tchr FTE	+0 Tchr FTE
K-12 Student Growth Oct Target Numbers (Actuals Thru FY22)		165	3	46	87	185	0	0	0	0
October 1 K-12 Enrollment Target (Actuals Thru FY22)		11,047	11,050	11,100	11,187	11,372	11,372	11,372	11,372	11,372
Actual		Actual	Actual	Adopted	Amended	Projected	Projected	Projected	Projected	Projected
2019-2020		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Definitions										
<b>SOURCES OF REVENUE:</b>	Gen Ed Rev - Resident	\$51,590,101	\$52,510,901	\$53,555,270	\$53,771,169	\$54,720,212	\$55,812,525	\$56,928,782	\$58,068,958	\$59,233,051
	Gen Ed Rev - Open Enroll	\$26,491,644	27,301,085	\$27,844,066	\$28,594,353	\$30,479,725	\$31,088,155	\$31,709,922	\$32,345,011	\$32,993,423
	Categorical	20,917,804	21,521,800	22,582,995	22,332,456	23,380,552	24,133,826	24,747,247	24,381,353	26,001,473
	Miscellaneous	3,430,970	2,586,547	3,102,558	3,386,417	3,222,558	3,182,558	3,182,558	3,182,558	3,182,558
	Federal	2,197,098	5,147,599	2,857,215	4,857,854	4,521,708	2,895,887	2,924,846	2,954,094	2,983,635
	Revenue Before Ref.	104,627,616	109,067,932	109,942,104	112,942,349	116,324,755	117,112,951	119,493,355	120,931,975	124,394,141
	Total Voter Approved Referendum Rev	24,688,506	22,694,451	22,410,647	22,410,647	22,917,435	24,070,780	24,491,997	25,118,662	25,779,077
	Local Option Revenue Tier 1	5,143,658	5,129,722	5,292,763	5,292,763	5,163,642	5,317,214	5,280,326	5,280,326	5,280,326
	Local Option Revenue Tier 2		3,553,519	3,489,811	3,489,811	3,545,655	3,654,315	3,628,215	3,628,215	3,628,215
	Total Revenue	\$134,459,781	\$140,445,624	\$141,135,325	\$144,135,570	\$147,951,487	\$150,155,260	\$152,893,894	\$154,959,178	\$159,081,759
<b>USES OF REVENUE:</b>	Salaries & Wages	\$88,163,875	\$95,528,645	\$93,984,172	\$97,493,217	\$99,399,662	\$102,663,621	\$106,328,906	\$110,122,561	\$114,048,680
	Benefits	27,249,643	29,942,724	29,883,835	30,395,950	31,476,934	32,523,594	33,571,199	34,629,371	35,733,749
	Purchased Serv.	5,144,867	5,986,769	6,078,241	6,971,720	6,094,365	6,180,839	6,264,921	6,350,055	6,436,265
	Supplies	4,302,381	5,620,744	3,989,729	4,876,058	4,141,953	4,193,875	4,234,613	4,234,613	4,275,760
	Transportation	5,382,420	5,217,071	5,672,096	5,638,055	5,826,277	5,997,353	6,173,513	6,354,909	6,541,695
	Transfers	510,256	554,482	552,211	598,465	616,419	634,912	653,959	673,578	693,785
	Transfer from OPEB Trust	(794,336)	(750,607)	(758,428)	(731,073)	(822,972)	(813,412)	(789,582)	(738,870)	(678,217)
	Total Expenses	\$129,959,104	\$142,099,827	\$139,401,856	\$145,242,392	\$146,732,638	\$151,335,640	\$156,396,881	\$161,626,218	\$167,051,717
	Ongoing Revenue Over (Under)	\$4,500,677	(\$1,654,204)	\$1,733,469	(\$1,106,822)	\$1,218,849	(\$1,180,380)	(\$3,502,987)	(\$6,667,039)	(\$7,969,958)
	Expenditures									
<b>FUND BALANCE:</b>	Beginning	\$23,117,738	\$27,398,932	\$21,045,155	\$25,744,728	\$24,637,906	\$25,856,755	\$24,676,375	\$21,173,388	\$14,506,349
	Ongoing Revenue Over (Under) Expenditures	\$4,500,677	(\$1,654,204)	\$1,733,469	(\$1,106,822)	\$1,218,849	(\$1,180,380)	(\$3,502,987)	(\$6,667,039)	(\$7,969,958)
	One-Time Transfer from OPEB Fund (VANTAGE/MOMENTUM)	\$0	\$0	\$0	\$7,000,000	\$0	\$0	\$0	\$0	\$0
	One-Time Transfer to Operating Capital/Construction Fund	(\$219,483)	\$0	\$0	(\$7,000,000)	\$0	\$0	\$0	\$0	\$0
	Ending	27,398,932	25,744,728	22,778,624	24,637,906	25,856,755	24,676,375	21,173,388	14,506,349	6,536,391
<b>RECON. OF ENDING FUND BALANCE:</b>	Assigned Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Op Cap Deferred Use	\$263,376	\$296,986	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
	Q-Comp	\$100,000	\$135,058	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
	Restricted Fund Balance	\$535,203	\$1,225,969	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000
	3rd Party Billing	\$988,579	\$1,658,033	\$910,000	\$910,000	\$910,000	\$910,000	\$910,000	\$910,000	\$910,000
	Prepays & Inventories	\$26,500,354	\$24,086,696	\$21,868,624	\$23,727,906	\$24,946,755	\$23,786,375	\$20,263,388	\$13,586,349	\$5,626,391
	Non Spendable Fd Bal									
	Total Assigned, Non Spendable or Restricted Fd Bal									
	Total Unassigned Fund Balance	\$26,500,354	\$24,086,696	\$21,868,624	\$23,727,906	\$24,946,755	\$23,786,375	\$20,263,388	\$13,586,349	\$5,626,391
	Total Fund Balance as % of Expenditures	21.1%	18.1%	16.3%	17.0%	17.6%	16.3%	13.5%	9.0%	3.9%
	Unassigned as a % of Expenditures	20.4%	17.0%	15.7%	16.3%	17.0%	15.7%	13.0%	8.4%	3.4%
**+2.59 FTE Teacher Increase only includes additional staffing in Regular Education (school buildings). +19.41 FTE Teacher Increase for eLearning Comprehensive Tonka Online program										

**Minnetonka Public School District**  
**SUMMARY OF GENERAL FUND BUDGET CHANGES**  
**FISCAL YEAR 2021-22**  
**Reconciliation of Adopted Budget to Amended Budget**  
**Fiscal Year Ending June 30, 2022**

**General Fund - Funds 01, 03 11**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>	<b>\$ 140,445,624</b>	<b>\$ 141,135,325</b>	<b>\$ 144,135,570</b>	<b>\$ 3,000,245</b>
<b>General Education Revenue</b>				
Adjust enrollment from 11,100 projected to 11,187 actual October enrollment for Grades Pre-K to 12. (Enrollment includes TOL Comprehensive students)	966,186			
<b>Categorical Revenue</b>				
State Special Education Revenue reduced based on 2/1/22 Special Education Aid Report	(212,618)			
Compensatory Education Revenue Adjusted based on 1/27/22 MDE Report. Reduced number of students qualifying/applying for free and reduced priced-meals.	(49,751)			
Literacy Incentive Aid increased based on 12/30/21 IDEAS Report	34,178			
Schools Trust Land Endowment reduced based on Gen Ed Aid report 1/27/22	(36,611)			
NonPublic Transportation increased per 12/30/21 IDEAS report	53,251			
Alternative Teacher Comp (Q-Comp Revenue) decreased based on Levy adjustment	(38,986)			
<b>Federal Programs Revenue</b>				
New COVID Relief Funds (ARP / ESSER / MN COVID-19 Testing / Pandemic Enrollment Loss)	2,007,390			
Carryover COVID Relief Funds (Nonpublic Schools)	5,078			
ESEA Title Programs / IDEA SPED Funds (MDE Allocation adjustments align with corresponding Expenditures)	(11,729)			
<b>Other Revenue</b>				
Tonka On Line Comprehensive Partner school districts	232,500			
Increase Local Revenue based on pledged donations	51,359			
<b>Total Revenue Changes</b>			<b>3,000,245</b>	

**Minnnetonka Public School District**  
**SUMMARY OF GENERAL FUND BUDGET CHANGES**  
**FISCAL YEAR 2021-22**  
**Reconciliation of Adopted Budget to Amended Budget**  
**Fiscal Year Ending June 30, 2022**

**General Fund - Funds 01, 03 11**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>EXPENDITURES</b>	<b>\$ 142,099,827</b>	<b>\$ 139,401,866</b>	<b>\$ 145,242,392</b>	<b>\$ 5,840,536</b>
<b>Salaries &amp; Benefits</b>				
Increase in MTA staffing for additional 2.59 FTE after adopted budget for 802.49 Total FTE (Regular Education)	227,950			
Increase in MTA staffing for additional 19.41 FTE (eLearning Program) - offset by new revenue from Tonka Online Comprehensive enrollment	1,909,252			
<u>Impact of MTA Settlement</u>				
- Increase in MTA Salaries and Benefits from projections after contract settlement 10/28/21. (Budgeted approximate 4% Salary & Benefits Package Increase, settled at actual 4.22% Increase)	167,609			
- MTA Negotiations Memorandum of Understanding for \$1,000 one-time stipend	953,466			
Increase in Elementary Assistant Principal positions / Reduction of Elementary TOSA Positions = +5.0 FTE Elementary Assistant Principals; (5.0) FTE TOSA Elementary Schools	29,942			
Termination of MHS Assistant Principal contract settlement, end date 12/28/21	99,303			
Decrease in Custodial Support (Position vacancies)	(111,024)			
Decrease in Clerical Support FTE (Position vacancies and reduced 1.0 FTE Human Resources Specialist)	(114,037)			
Increase Non-Licensed and Administrators - 1.0 FTE Coordinator of Transition Education (SAIL Program)	133,454			
Increase in Paraprofessional staffing 8.08 FTE (Reduced costs due to vacancies)	(233,108)			
<b>Federal Programs Expense</b>				
FIN 140 - ARP IDEA 611 - offset by federal revenue	236,864			
FIN 141 - ARP IDEA Preschool 619 - offset by federal revenue	14,057			
FIN 150 - ARP Summer Academic Enrichment - offset by federal revenue	83,091			
FIN 160 - ESSER III 90% (80% Allocation) - Included above in MTA Staffing for Wilson/Reading Interventionists, 9.80 FTE Continued from FY20-21 Total = \$822,336, offset by federal revenue	-			
FIN 161 - ESSER III 90% (20% Learning Loss) - Included above in MTA Staffing for Wilson/Reading Interventionists, 2.6 FTE New in FY21-22, Total = \$205,584, offset by federal revenue	-			
FIN 163 - ESSER II Expanded Summer Learning - offset by federal revenue	20,160			

**Minnetonka Public School District**  
**SUMMARY OF GENERAL FUND BUDGET CHANGES**  
**FISCAL YEAR 2021-22**  
**Reconciliation of Adopted Budget to Amended Budget**  
**Fiscal Year Ending June 30, 2022**

**General Fund - Funds 01, 03 11**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
FIN 170 - MN COVID-19 Testing Program (Includes 0.5 FTE Nurse and COVID Testing Partnership) - offset by federal revenue	595,879			
FIN 171 - Pandemic Enrollment Loss - Included above in MTA Staffing for Wilson/Reading Interventionists, Total = \$29,419, offset by federal revenue	-			
Carryover COVID Relief Funds (Nonpublic Schools) - offset by federal revenue	5,078			
ESEA Title Programs / IDEA SPED Funds - offset by federal revenue	(11,729)			
<b>Other Expenditure Lines</b>				
3rd Party Billing - Talent Assessment, Inc. Exploration System	35,058			
Elementary Building Budgets - Playworks contract, AP cell phones and MESPA Membership Fees	83,652			
MHS Building Budget - interpreters for hearing impaired, postage, culinary program enrollment increase, Saturday school and after school detentions, supplies	24,870			
Get Connected - Increased class sizes has lead to increased costs	6,550			
COVID-19 (Non-Federal) - Band/Music PPE, Masks, Mobile Internet Services, Scanners, Social Distancing Supplies, Reserves/Substitute staffing	680,134			
COVID-19 (Non-Federal) - \$75/day for emergency live-streaming due to COVID-related absences	440,937			
District Contingency / Administrator special requests	64,000			
Dual-Modality Instruction Permanent and Intermittent (MTA MOU)	115,154			
eLearning Comprehensive Tonka Online Program (Non-staffing)	16,150			
Elementary 4th and 5th Grade Choir (Additional Director and Ensemble Accompanist stipends)	7,930			
Berb Accounts (MHS Principal) - Tuition reimbursement	1,500			
Fund 01 Chargebacks for Indirect Cost to Federal Programs (award adjustments)	9,043			
GASB 68 TRA Contribution - offset by state revenue	182,595			
Harassment Training for curriculum work to help children be safe from unsafe touching, keeping secrets, and sexual abuse	14,000			
Insurance Property/Liability - Premiums set to actual amounts	54,642			

**Minnetonka Public School District**  
**SUMMARY OF GENERAL FUND BUDGET CHANGES**  
**FISCAL YEAR 2021-22**  
**Reconciliation of Adopted Budget to Amended Budget**  
**Fiscal Year Ending June 30, 2022**

**General Fund - Funds 01, 03 11**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
International Studies Transfer (Reduced Travel costs due to COVID)	(20,000)			
Foreign language interpreters for higher translation needs	5,000			
Momentum Program - Instructional Supplies	10,000			
Navigator's Program - Gifted & Talented - Contracted Services	30,000			
Police Services - Lower availability of Resource Officers	(14,062)			
Transfer between Pre-School Screening and health Services	13,959			
PSEO - Adjust to match actuals	9,875			
Q-Comp/Staff Development - Non-Salary budget adjusted to match salaries/decrease in revenues	(19,512)			
Strategic Planning	(1,000)			
Superintendent's Office - Travel and Administrative expenditures	15,000			
Tonka Codes - LEGO Education program spike kits - offset by other revenue	39,774			
Wilson Reading program - contracted instructional services for online student	10,000			
American Indian Ed - Instructional services - offset by other revenue	358			
Fund 11 Enrichments - Knowledge Bowl (MME), Men of Color advisor (MHS), Winter Color Guard (MHS)	8,270			
Fund 11 Athletics - Boys' X-Country (MME), MSHSL dues/fees (MHS)	10,452			
	<u>5,840,536</u>			
<b>ONGOING REVENUE OVER (UNDER) EXPENSES</b>	<b>(1,654,204)</b>	<b>1,733,469</b>	<b>(1,106,822)</b>	<b>(2,840,291)</b>

Amended Budget Six-Year Projection Assumptions  
FY22-FY27  
March 3, 2022

Projected FY22-FY27 Major Budget Assumptions  
Under Current Statutes through FY21 Legislature

The following major assumptions and factors are included in the FY22 Amended Budget Projected FY22 through FY27 Budget Projections:

- Enrollment
  - FY22 Amended Budget at 11,187 K-12 students (including Tonka On Line Comprehensive eLearning program) per October 2021 Enrollment
  - FY23 through FY27 K-12 students set at 11,372 K-12 students based on 11,100 FY22 In-Person Enrollment Target plus 272 FY22 enrolled students in Tonka On-Line Comprehensive continuing as Tonka On-Line Comprehensive or In-Person students in FY
- Total Revenues for FY22 of \$144,135,570 which is a \$3,000,245 increase over FY22 Adopted Budget Revenues of \$141,135,325.
  - Major items - New COVID Relief Funds from CRRSA-ESSER II 9.5%, ARP-IDEA, ARP-SFRF, ARP-ESSER III 90%, MN COVID-19 Testing totaling \$2,007,390 to the General Fund (ARP-ESSER III 90% used to offset new and continued reading interventionist positions)
  - General Education Formula Per Pupil FY22 – actual 2.45% increase of \$161 to \$6,728 based on Governor's FY22-23 Proposed Budget
  - General Education Formula Per Pupil FY23 – assumes 2.0% increase of \$135 to \$6,863 based on Governor's FY22-23 Proposed Budget
  - General Education Formula Per Pupil FY24 – assumes 2.0% increase of \$137 to \$7,000 based on conservative estimate from historical averages
  - General Education Formula Per Pupil FY25 – assumes 2.0% increase of \$140 to \$7,140 based on conservative estimate from historical averages
  - General Education Formula Per Pupil FY26 – assumes 2.0% increase of \$143 to \$7,283 based on conservative estimate from historical averages
  - General Education Formula Per Pupil FY27 – assumes 2.0% increase of \$146 to \$7,429 based on conservative estimate from historical averages
- Local Option Revenue Tier 1 for FY22 and later remains at \$424 per Adjusted Pupil Unit which generates \$5,292,763 in FY22 – this is local levy so additional students above the estimate generate revenue in a subsequent year with a make-up levy
- Local Option Revenue Tier 2 for FY22 at \$300 and adjusted for inflation through FY27 at Operating Referendum Inflation Rate – generates \$3,489,811 in FY22
- Categorical Programs revenue (Q-Comp, Equity, etc.) FY22– remain at current funding levels per pupil as levied on 20 Pay 21 Levy for FY22
- FY22 Federal Revenue (as well as offsetting expenditures) based on grant awards allocations and projected expenditures including estimated carryover revenue from FY21

- Federal COVID-19 relief funds targeted for new services not used in FY21 carried forward into FY22 to offset FY22 COVID-19 expenditures
  - Federal COVID-19 relief funds targeted for new services and received mid-year FY22 will carry forward into FY23 and FY24 (ARP-IDEA, ARP-SFRF)
- Operating Referendum Revenue – \$1,827.54 per Adjusted Pupil Unit levied for FY22
  - Reduced \$300 in FY20 by Legislative action
  - Subsequent years increased by inflation factors per September 2021 inflation factor update calculation from MDE
  - \$1,827.54 per Adjusted Pupil Unit in FY22 (set to actual 20 Pay 21 levy)
  - \$1,881.81 per Adjusted Pupil Unit in FY23 (set to actual 21 Pay 22 levy)
  - \$1,920.07 per Adjusted Pupil Unit in FY24
  - \$1,966.66 per Adjusted Pupil Unit in FY25
  - \$2,016.98 per Adjusted Pupil Unit in FY26
  - \$2,070.01 per Adjusted Pupil Unit in FY27
    - District is at the Operating Referendum Cap starting in FY20 and future years – only annual increase is for inflation as approved by the voters of the District
- Miscellaneous Revenue - Includes \$300,000 in Tonka On Line Supplemental (Single) Classes, \$232,500 in Tonka On Line Comprehensive Partner school districts gross revenue at \$2,500 per semester per student, interest earnings of approximately \$720,000 based on projected rising interest rates, \$66,000 in Foundation and Grant funding for Tonka Codes (offsetting expenditures)
- Total Expenditures for FY22 of \$145,242,392 which is a \$5,840,536 increase over FY22 Adopted Budget Expenditures of \$139,401,856 due to increased costs of providing both Tonka On Line Comprehensive programming and in-person and streaming instruction during the COVID-19 pandemic which has persisted through FY22.
- Salaries – Salaries are 67.1% of the General Fund Budget – together with Benefits at 21.0%, they make up 88.1% of the General Fund Budget
  - Teachers (Fund 01)
    - FY22 Amended Budget K-12 teaching staff at 802.49 FTE per 12/28/21 staffing document from Human Resources. From the FY22 Adopted Budget, 2.59 FTE were added to in-person learning for additional support due to COVID-19, up from 799.90 FTE
    - FY22 Amended Budget eLearning K-12 teacher at 19.41 FTE per 12/28/21 staffing document from Human Resources. From the FY22 Adopted Budget, 19.41 FTE were added to the Tonka On Line Comprehensive eLearning program (New)
    - FY22 salary and benefit package increase of 4.22% on-going compensation per MTA contract for FY22, plus one-time \$1,000 stipend
    - FY23 General Fund FTE returned to 799.90 FTE level of the FY22 Adopted Budget – gross ratio of 1 FTE per 14.21 students

- FY23 salary and benefit package increase of 4.42% on-going compensation per MTA contract for FY23
    - FY24-FY27 salary and benefit package increase of 3.0% assumed for MTA
  - Other Staff
    - Has actual salary and benefit agreements for FY22, and then assumes 3.0% salary increase projections for FY23-FY27
    - Principal staffing increased by 5.0 FTE for new Elementary Assistant Principals (Previously building TOSAs)
- Benefits – Benefits inclusive of the OPEB Retirement Benefits transfer reduction are 21.0% of the General Fund Budget – together with Salaries they make up 88.1% of the General Fund Budget
  - Actual fringe benefit contribution increases for FY22 are included for MTA with a 4.22% on-going salary benefit package increase for FY22 and a 4.42% ongoing salary and benefit package increase for FY23
  - 3.0% salary and benefit package increases are assumed FY24 through FY27
  - Teachers Retirement Association pension contributions at 8.34% in FY22, 8.55% in FY23 and 8.75% in FY24 and thereafter
    - 2018 Pension Bill increased the TRA contribution rate in future gradually to 8.75% by FY24 but State Aid revenue is provided to offset the increase
  - Public Employees Retirement Association pension contributions at 7.50% in FY22 through FY27
  - OPEB Trust transfer of \$ 731,073 which is calculated by CBIZ actuaries and reduces OPEB benefit expenditures in the General Fund
- Total Salaries and Benefits of \$127,889,167 are 88.1% of Total General Fund Expenditures of \$145,242,392
- Purchased Services
  - Line items at FY22 Adopted Budget were held flat for all budgets unless an increase was approved by the Superintendent for FY22, then increased by 1% inflation for FY23-27 for all cost centers
  - Increases in FY22 Amended budget of \$893,479 over FY22 Adopted budget are the result of new federal programs related to COVID-19 Testing (offset by Federal revenue), instructional contracts for Playworks and eLearning consultants, and property and liability insurance being set to the actual premium increase coming in higher than estimated at Adopted Budget
  - Includes line items such as utility costs (electricity, etc.), snow removal, repair and preventive maintenance costs of building systems, property insurance, legal counsel, Special Education tuition at various care facilities, and professional consultants
- Purchased Services are 4.8% of General Fund Budget

- Supplies
  - Line items at FY22 Adopted Budget were held flat for all budgets unless an increase was approved by the Superintendent for FY22, then increased by 1% inflation for FY23-27 for all cost centers
  - Increases in FY22 Amended Budget of \$886,329 over FY22 Adopted Budget are the result of expenditures needed to continue to operate classes and programs during the ongoing COVID-19 pandemic – personal protective equipment, additional KN-95 and N-95 masks, social distancing supplies, etc.
  - FY23 is assumed to be a post-Pandemic year, - as a result all COVID-19 one-time expenditures from FY22 are removed from the FY23 projection which reduces this line item back to the range of FY20 actual expenditures
  - FY24-FY27 are projected based on FY23 projection with inflation projections at 1%
- Supplies are 3.4% of General Fund Budget, up from 2.9%, due to the impact of COVID-19
  - Includes line items such as instructional supplies, restroom and cleaning supplies, maintenance repair supplies such as HVAC system filters, and grounds supplies such as fuel for the maintenance vehicles and replacement parts for the lawnmowers
- Transportation
  - Increase of 3.00% for FY22, which is the third year of a four-year contract
  - Increase 2.75% for FY23, then assumes a new contract scheduled for FY24-FY25 and later projected at 3.0%
  - Bus routes in FY22 are at the same number as in FY21
- Transportation is 3.9% of the General Fund Budget
- Transfers – This is primarily the transfer to the Arts Center operations budget in the amount of \$552,211 to fund the operating expenditures of the Arts Center that are not paid for out of play ticket receipts and facility rental revenue
  - FY22 Amended Budget also includes pre-school screening cost of \$46,254 to the Community Education Fund as UFARS accounting changes now considers screening to be a General Fund cost.
- Transfers are 0.4% of the General Fund Budget

**MINNETONKA PUBLIC SCHOOL DISTRICT #276**  
**SUMMARY OF GENERAL FUND BUDGET AMENDMENTS**  
**FISCAL YEAR 2021-2022**

	2020-2021 <u>ACTUAL</u>	2021-2022 <u>ADOPTED BUDGET</u>	2021-2022 <u>AMD. BUDGET</u>	<u>CHANGE</u>
<b>REVENUE:</b>				
General Education Revenue	\$ 79,811,986	\$ 81,399,336	\$ 82,365,522	\$ 966,186
Categorical Revenue	\$ 21,521,800	\$ 22,582,995	\$ 22,332,456	(250,539)
Federal Programs	\$ 5,147,599	\$ 2,857,215	\$ 4,857,954	2,000,739
Other Revenue	\$ 2,586,547	\$ 3,102,558	\$ 3,386,417	283,859
Referendum Revenue	\$ 22,694,451	\$ 22,410,647	\$ 22,410,647	-
Location Equity Revenue	\$ 8,683,241	\$ 8,782,574	\$ 8,782,574	-
<b>TOTAL REVENUE</b>	<b>\$ 140,445,624</b>	<b>\$ 141,135,325</b>	<b>\$ 144,135,570</b>	<b>\$ 3,000,245</b>
<b>OPERATIONAL EXPENDITURES:</b>				
Wages and Salaries	\$ 95,852,247	\$ 94,350,847	\$ 97,828,704	\$ 3,477,857
Employee Benefits	30,059,711	30,011,158	30,520,420	509,262
Transfer from OPEB Trust (Reclassification)	<u>\$ (750,607)</u>	<u>\$ (758,428)</u>	<u>\$ (731,073)</u>	<u>27,355</u>
<b>Total Personnel Expenditures</b>	<b>125,161,351</b>	<b>123,603,577</b>	<b>127,618,051</b>	<b>4,014,474</b>
Contracted Services	10,810,038	11,298,779	12,192,258	893,479
Supplies	4,105,632	2,637,745	3,297,902	660,157
Miscellaneous Expenditures	<u>2,022,807</u>	<u>1,861,755</u>	<u>2,134,181</u>	<u>272,426</u>
<b>Total Non-Personnel Expenditures</b>	<b>16,938,476</b>	<b>15,798,279</b>	<b>17,624,341</b>	<b>1,826,062</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 142,099,827</b>	<b>\$ 139,401,856</b>	<b>\$ 145,242,392</b>	<b>\$ 5,840,536</b>
<b>REVENUE OVER (UNDER EXP)</b>	<b>\$ (1,654,204)</b>	<b>\$ 1,733,469</b>	<b>\$ (1,106,822)</b>	<b>\$ (2,840,291)</b>
One-Time Transfer from OPEB Fund (VANTAGE/MOMENTUM)	\$ -	\$ -	\$ 7,000,000	\$ 7,000,000
One-Time Transfer to Operating Capital/Construction Fund	\$ -	\$ -	\$ (7,000,000)	\$ (7,000,000)
<b>BEGINNING FUND BALANCE</b>	<b>\$ 27,398,932</b>	<b>\$ 21,045,155</b>	<b>\$ 25,744,728</b>	<b>\$ 4,699,573</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 25,744,728</b>	<b>\$ 22,778,623</b>	<b>\$ 24,637,906</b>	<b>\$ 1,859,282</b>
<b>FUND BALANCE RESERVES</b>				
Assigned Fund Balance Oper Cap Deferred Use	\$ -	\$ -	\$ -	
Assigned Fund Balance Q-Comp	296,986	300,000	300,000	
Assigned Fund Balance 3rd Party Billing	135,058	60,000	60,000	
Non spendable Fd Bal Prepaids & Inventories	1,225,989	550,000	550,000	
<b>Total Assigned, Non Spendable or Restricted Fd Bal</b>	<b>\$ 1,658,033</b>	<b>\$ 910,000</b>	<b>\$ 910,000</b>	
<b>Total Unassigned Fund Balance</b>	<b>\$ 24,086,696</b>	<b>\$ 21,868,623</b>	<b>\$ 23,727,906</b>	
<b>Total Fund Balance as a % of Expenditures</b>	<b>18.1%</b>	<b>16.3%</b>	<b>17.0%</b>	
<b>Total Unassigned as a % Expenditures</b>	<b>17.0%</b>	<b>15.7%</b>	<b>16.3%</b>	

(a) Includes Operating Fund (01), Transportation Fund (03) and Extra Curricular Fund (11)

**Minnetonka Public Schools**  
**Fund 02 - Food & Nutrition Services Fund**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
	\$	3,384,546 \$	6,502,249 \$	5,196,896 \$
				(1,305,353)
Reduce State Aid				\$ (64,666)
Increase Federal Aid				\$ 3,238,932
Reduce Meal Revenue				\$ (4,479,619)
<b>EXPENDITURES</b>				
	\$	3,506,678 \$	6,453,943 \$	5,386,229 \$
				(1,067,714)
Reduce Salary and Benefits				\$ (380,906)
Reduce Services/Repairs				\$ (58,550)
Reduce Meal Supplies, Food, Milk				\$ (484,758)
Reduce Equipment				\$ (25,500)
Reduce Credit Card Fees				\$ (118,000)

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
<b>REVENUE OVER (UNDER EXP)</b>	\$ (122,132) \$	48,306 \$	(189,333)
<b>BEGINNING FUND BALANCE</b>	\$ 1,555,913 \$	268,195 \$	1,433,782
<b>ENDING FUND BALANCE</b>	\$ 1,433,782 \$	316,501 \$	1,244,449

### Reconciliation of FY22 Adopted Budget to FY22 Amended Budget

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
MCE-Community Services	\$ 8,154,649 \$	11,185,950 \$	11,770,773 \$	584,823
<b>EXPENDITURES</b>				
MCE-Community Services	\$ 8,281,535 \$	11,401,813 \$	11,540,015 \$	138,202
<b>REVENUE:</b>				
Increase Project Soar PRG 504				1,136
Decrease General Comm Educ PRG 505				(10,250)
Decrease Adult Enrichment PRG 508				(9,300)
Increase First Aid PRG 559				3,000
Decrease Music Academy PRG 564				(2,500)
Increase Youth Recreation PRG 569				181,600
Increase Explorers Club PRG 570				334,088
Increase Ski Club PRG 573				29,500
Increase ECFE PRG 580				10,537
Increase Screening PRG 583				33,794
Increase Youth Development PRG 585				159,250
Decrease MTKA Preschool PRG 590				(162,002)
Increase Drivers Education PRG 591				20,000
Decrease Non-Public Funding PRG 592				(4,030)
<b>EXPENDITURES:</b>				
Increase Project Soar PRG 504				571
Increase General Comm Educ PRG 505				34,864
Decrease Adult Enrichment PRG 508				(5,578)
Decrease ABE-ELL PRG 520				(34,941)
Decrease Catalog PRG 521				(1,367)
Increase First Aid PRG 559				3,025
Increase MCEC Building PRG 561				2,887
Decrease Music Academy PRG 564				(2,602)
Increase Youth Recreation PRG 569				140,189
Decrease Explorers Club PRG 570				(13,043)
Increase Ski Club PRG 573				29,400
Decrease ECFE PRG 580				(2,049)
Decrease School Readiness PRG 582				(38,776)
Increase Screening PRG 583				33,794
Increase Youth Development PRG 585				128,874
Decrease MTKA Preschool PRG 590				(138,017)
Increase Drivers Education PRG 591				5,001
Decrease Non-Public Funding PRG 592				(4,030)

	2020-2021	2021-2022	2021-2022
MCE Fund Balance	AUDITED	ADOPTED	AMENDED
	ACTUALS	BUDGET	BUDGET
REVENUE OVER (UNDER EXP)	(126,886)	(215,863)	230,758
BEGINNING FUND BALANCE	1,379,827	296,512	1,252,941
ENDING FUND BALANCE	1,252,941	80,649	1,483,699

**Minnetonka Public Schools**  
**Fund 05 - Capital Expenditures Fund**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
REVENUE	\$ 5,777,543	\$ 5,898,042	\$ 5,898,042	\$ -

**EXPENDITURES**

MME COVID-19 Waiting Area

	\$ 8,309,971	\$ 6,034,581	\$ 6,074,581	\$ 40,000
			\$	\$ 40,000

REVENUE OVER (UNDER EXP)  
BEGINNING FUND BALANCE  
ONE-TIME TRANSFER TO GENERAL FUND  
ONE-TIME TRANSFER FROM GENERAL FUND  
ENDING FUND BALANCE

2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
\$ (2,532,428)	\$ (136,539)	\$ (176,539)
\$ 3,581,540	\$ 775,594	\$ 1,049,112
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ 1,049,112	\$ 639,055	\$ 872,573

**Minnetonka Public Schools**  
**Fund 07 - Debt Service Fund**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
Sale of Bond 2021F Refunding 2012G	\$ 14,419,995	\$ 7,974,941	\$ 51,247,738	\$ 43,272,797
Sale of Bond 2021H Refunding 2013B & 2014D				\$ 841,632
Sale of Bond 2021I Refunding 2015A, 15E, 16A, 16B, 16E				\$ 2,856,870
Sale of Bond 2021J Refunding 2016I				\$ 14,768,455
Sale of Bond 2021K Refunding 2012A				\$ 14,801,736
Sale of Bond 2021L Refunding 2014C				\$ 2,064,816
Sale of Bond 2021M Refunding 2016F				\$ 3,329,846
Sale of Bond 2021N Refunding 2013D				\$ 3,805,978
				\$ 803,464
<b>EXPENDITURES</b>				
	\$ 14,856,091	\$ 8,471,048	\$ 51,919,132	\$ 43,448,084
Bond Issuance Costs 2021F Refunding 2012G				\$ 840,785
Bond Issuance Costs 2021H Refunding 2013B & 2014D				\$ 2,852,175
Bond Issuance Costs 2021I Refunding 2015A, 15E, 16A, 16B, 16E				\$ 14,764,841
Bond Issuance Costs 2021J Refunding 2016I				\$ 14,798,990
Bond Issuance Costs 2021K Refunding 2012A				\$ 2,064,816
Bond Issuance Costs 2021L Refunding 2014C				\$ 3,329,846
Bond Issuance Costs 2021M Refunding 2016F				\$ 3,805,978
Bond Issuance Costs 2021N Refunding 2013D				\$ 803,464
Principal and Interest 2021I and 2021J				\$ 187,189
<b>REVENUE OVER (UNDER EXP)</b>	\$ (436,096)	\$ (496,107)	\$ (671,394)	
<b>BEGINNING FUND BALANCE</b>	\$ 2,181,826	\$ 1,830,015	\$ 1,745,730	
<b>ENDING FUND BALANCE</b>	\$ 1,745,730	\$ 1,333,908	\$ 1,074,336	

**Minnetonka Public Schools**  
**Fund 09 - Fiduciary Funds - Donations**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
Decrease to Match Actual Trust Balances Rolled to FY21				
New Donations - Excelsior Trust Account	\$ 552,807	\$ 1,565,000	\$ 1,541,364	\$ (23,636)
<b>EXPENDITURES</b>				
Increase to Match Available FY21 Trust Balances				
New Donations - Excelsior Trust Account	\$ 636,490	\$ 1,500,000	\$ 1,541,364	\$ (31,636)
				\$ 8,000
				\$ 41,364
				\$ 33,364
				\$ 8,000

**REVENUE OVER (UNDER EXP)**  
**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
\$ (83,683)	\$ 65,000	\$ -
\$ 1,616,755	\$ 1,616,755	\$ 1,533,072
\$ 1,533,072	\$ 1,681,755	\$ 1,533,072

**Minnetonka Public Schools**  
**Fund 12 - Athletic Equipment Fund**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
Increase to Match Actual Equipment Balances Rolled to FY22	\$ 215,846	\$ 210,000	\$ 382,534	\$ 172,534
				\$ 172,534
<b>EXPENDITURES</b>				
Increase to Match Available FY22 Equipment Balances	\$ 164,096	\$ 210,000	\$ 382,534	\$ 172,534
				\$ 172,534

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
REVENUE OVER (UNDER EXP)	\$ 51,751	\$ -	\$ -
BEGINNING FUND BALANCE	\$ 330,784	\$ 330,777	\$ 382,535
ENDING FUND BALANCE	\$ 382,535	\$ 330,777	\$ 382,535

**Minnetonka Public Schools**  
**Fund 20 - Self Insurance Fund (Health & Dental)**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>	2021-2022 <u>DIFFERENCE</u>
REVENUE	\$ 16,947,029	\$ 16,852,372	\$ 16,852,372	\$ -

EXPENSES	\$ 15,518,704	\$ 16,370,197	\$ 16,370,197	\$ -
----------	---------------	---------------	---------------	------

REVENUE OVER (UNDER EXP)  
BEGINNING FUND BALANCE  
ENDING FUND BALANCE

2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>
\$ 1,428,325	\$ 482,175	\$ 482,175
\$ 8,305,552	\$ 8,493,770	\$ 9,733,877
<u>\$ 9,733,877</u>	<u>\$ 8,975,945</u>	<u>\$ 10,216,052</u>

**Minnetonka Public Schools**

**Fund 25 - OPEB**

**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	<b>2020-2021 AUDITED <u>ACTUALS</u></b>	<b>2021-2022 ADOPTED <u>BUDGET</u></b>	<b>2021-2022 AMENDED <u>BUDGET</u></b>	<b>2021-2022 <u>DIFFERENCE</u></b>
<b>REVENUE</b>	\$ 4,750,962	\$ 1,500,000	\$ 1,500,000	\$ -

<b>EXPENSES</b>	\$ 750,607	\$ 758,428	\$ 7,768,927	\$ 7,010,499
OPEB Valuation from CBIZ from 20-21				\$ 1,093
20-21 actual expenditure and MTA retiree schedule for FY22				\$ 9,406
OPEB Permanent Transfer to General Fund for Vantage/Momentum Building				\$ 7,000,000

<b>REVENUE OVER (UNDER EXP)</b>	<b>2020-2021 AUDITED <u>ACTUALS</u></b>	<b>2021-2022 ADOPTED <u>BUDGET</u></b>	<b>2021-2022 AMENDED <u>BUDGET</u></b>
<b>BEGINNING FUND BALANCE</b>	\$ 4,000,355	\$ 741,572	\$ (6,268,927)
<b>ENDING FUND BALANCE</b>	\$ 23,300,418	\$ 24,002,995	\$ 27,300,773
	<u>\$ 27,300,773</u>	<u>\$ 24,744,567</u>	<u>\$ 21,031,846</u>

Minnetonka Public Schools  
Fund 40 - Arts Center  
Reconciliation of FY22 Adopted Budget to FY22 Amended Budget

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
Direct revenues from activities, plays, and rental fees	\$ 168,238	\$ 377,600	\$ 377,600	\$ -
Transfer In From General Fund	\$ 521,339	\$ 552,211	\$ 552,211	\$ -
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>\$ 689,577</b>	<b>\$ 929,811</b>	<b>\$ 929,811</b>	<b>\$ -</b>
<b>EXPENDITURES</b>				
	\$ 689,577	\$ 929,811	\$ 929,811	\$ -

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
REVENUE OVER (UNDER EXP)	\$ -	\$ -	\$ -
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Minnetonka Community Theater Trust Balance 6/30/21 \$ 131,199  
09.311.211.119.000.XXX

**Minnetonka Public Schools**  
**Fund 41 - Dome Operations**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>	2021-2022 <u>DIFFERENCE</u>
<b>REVENUE</b>	\$ 314,310 \$	325,745 \$	325,745 \$	\$ -
<b>EXPENDITURES</b>	\$ 314,310 \$	325,745 \$	325,745 \$	\$ -

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>
<b>REVENUE OVER (UNDER EXP)</b>	\$ - \$	- \$	- \$
<b>BEGINNING FUND BALANCE</b>	\$ - \$	- \$	- \$
<b>ENDING FUND BALANCE</b>	\$ - \$	- \$	- \$

Trust Account Balance 6/30/21  
09.310.292.296.000.XXX  
\$ -

Bond Payment 2016K  
\$ 152,897

<b>Debt Outstanding Balance 2016K</b>	2020-2021	2021-2022	2021-2022
Beginning Debt Outstanding Balance	1,280,000	1,165,000	1,165,000
Less Principal Payment	(115,000)	(120,000)	(120,000)
Ending Debt Outstanding Balance	\$ 1,165,000 \$	1,045,000 \$	1,045,000
Bonds Retired 02/01/29			

**Minnetonka Public Schools**  
**Fund 42 - Aquatics Fund**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
Aquatics Program @ MME	\$ 826,437	\$ 1,167,000	\$ 1,129,720	\$ (37,280)
<b>EXPENDITURES</b>				
Salaries & Benefits	\$ 733,973	\$ 718,176	\$ 728,396	\$ 10,220
Purchased Services	\$ 88,088	\$ 171,800	\$ 144,300	\$ (27,500)
Supplies	\$ 31,440	\$ 37,750	\$ 36,750	\$ (1,000)
Equipment	\$ 5,129	\$ 7,000	\$ 3,000	\$ (4,000)
Meet Fees, memberships, Credit Card Fees	\$ 68,416	\$ 100,389	\$ 85,389	\$ (15,000)
Subtotal - Direct Expenses	\$ 927,046	\$ 1,035,115	\$ 997,835	\$ (37,280)
Interdepartmental Chargeback for District Support	\$ -	\$ 131,885	\$ 131,885	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 927,046</b>	<b>\$ 1,167,000</b>	<b>\$ 1,129,720</b>	<b>\$ (37,280)</b>

<b>Aquatics Fund Balance</b>	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
REVENUE OVER (UNDER EXP)	(100,609)	-	-
BEGINNING FUND BALANCE	(241,210)	(241,210)	(341,819)
ENDING FUND BALANCE	(341,819)	(241,210)	(341,819)

**Aquatics Trust Account Balance 6/30/21** \$ -  
**09.205.292.357.000.XXX**

**Minnetonka Public Schools**  
**Fund 43 - Pagel Center Operations**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>	2021-2022 <u>DIFFERENCE</u>
<b>REVENUE</b>	\$ 622,249	\$ 584,878	\$ 584,878	\$ -
<b>EXPENDITURES</b>				
Salaries and Benefits	\$ 645,137	\$ 641,257	\$ 618,443	\$ (22,814)
			\$	\$ (22,814)

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>
REVENUE OVER (UNDER EXP)	\$ (22,888)	\$ (56,379)	\$ (33,565)
BEGINNING FUND BALANCE	\$ (1,017,640)	\$ (971,374)	\$ (1,040,529)
ENDING FUND BALANCE	\$ (1,040,529)	\$ (1,027,753)	\$ (1,074,094)

*The Pagel Center Fund will show a negative fund balance because the reimbursement levy revenue will always be two years behind. The Pagel Center Fund will be reported as part of the General Fund in the annual audit.*

**Minnetonka Public Schools  
Fund 46 - Long Term Facilities Maintenance**

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>				
Sale of Bond 2021G additional proceeds	\$ 7,202,963	\$ 6,245,000	\$ 6,472,727	\$ 227,727
<b>EXPENDITURES</b>				
Increase to actual additional proceeds	\$ 3,546,790	\$ 5,100,000	\$ 5,327,727	\$ 1,553,210
				\$ 227,727

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>
REVENUE OVER (UNDER EXP)	3,656,174	1,145,000	1,145,000
BEGINNING FUND BALANCE	936,224	5,639,187	4,592,398
ENDING FUND BALANCE	4,592,398	6,784,187	5,737,398

**Minnetonka Public Schools**  
**Fund 47 - OPEB Bonds Debt Service Fund**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>	2021-2022 <u>DIFFERENCE</u>
<b>REVENUE</b>	\$ 21,927,327	\$ 1,688,315	\$ 1,688,315	\$ -
<b>EXPENDITURES</b>	\$ 21,827,244	\$ 1,606,660	\$ 1,606,660	\$ -

**REVENUE OVER (UNDER EXP)  
BEGINNING FUND BALANCE  
ENDING FUND BALANCE**

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>
\$	100,084	\$ 81,655	\$ 81,655
\$	314,164	\$ 395,453	\$ 414,247
\$	414,247	\$ 477,108	\$ 495,902

**Debt Outstanding Balance 2013E, 2016J, 2021A (refunded 2013E in 20-21)**

	2020-2021	2021-2022	2021-2022
Beginning Debt Outstanding Balance	21,490,000	20,975,000	20,975,000
2021A Refunded 2013E	470,000		
Less Principal Payment	(985,000)	(1,255,000)	(1,255,000)
Ending Debt Outstanding Balance	20,975,000	19,720,000	19,720,000
Bonds Retired 01/01/38			

**Minnetonka Public Schools**  
**Fund 56 - Building Construction Fund**  
Reconciliation of FY22 Adopted Budget to FY22 Amended Budget

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET	2021-2022 DIFFERENCE
<b>REVENUE</b>	\$ 3,692,263	\$ 5,250,000	\$ 9,840,761	\$ 4,590,761
Sale of Bond 2021E additional proceeds (MOMENTUM)				\$ 2,840,761
Sale of Bond 2022A VANTAGE/MOMENTUM				\$ 7,000,000
<b>EXPENDITURES</b>	\$ 3,007,766	\$ 5,615,000	\$ 4,666,460	\$ (948,540)
MOMENTUM				\$ 3,284,317
Shorewood Ed Center				\$ 365,000
VANTAGE/MOMENTUM Construction				\$ 1,017,143
<b>TRANSFERS IN</b>				\$ 7,000,000

	2020-2021 AUDITED ACTUALS	2021-2022 ADOPTED BUDGET	2021-2022 AMENDED BUDGET
<b>REVENUE OVER (UNDER EXP)</b>	684,497	(365,000)	5,174,301
<b>TRANSFER IN FROM GEN FUND</b>	-	-	7,000,000
<b>BEGINNING FUND BALANCE</b>	373,693	598,694	1,058,190
<b>ENDING FUND BALANCE</b>	1,058,190	233,694	13,232,491

Fund Balances	Beginning Fund Balance	Revenue	Expenditures	Transfers	Ending Fund Balance
2020D Kolstad MOMENTUM	249,634	-	(249,634)	-	-
Shorewood Ed Center VANTAGE/MOMENTUM	443,556	2,840,761	(3,284,317)	-	-
Transfer In from Operating Fund Unreserved Fund Balance	365,000	-	(365,000)	-	-
	-	7,000,000	(767,509)	7,000,000	6,232,491
	-	-	-	-	7,000,000
<b>Totals</b>	1,058,190	9,840,761	(4,666,460)	7,000,000	13,232,491

**Minnetonka Public Schools**  
**Fund 66 - Technology Levy Budget**  
**Reconciliation of FY22 Adopted Budget to FY22 Amended Budget**

	2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>	2021-2022 <u>DIFFERENCE</u>
<b>REVENUE</b>				
Increase Sale of iPads	\$ 7,026,369	\$ 8,100,002	\$ 8,042,534	\$ (57,468)
Sales Tax on Used Ipads Sale				\$ 15,405
				\$ (72,873)
<b>EXPENDITURES</b>				
Decrease Salaries and Benefits Actual Settled Contracts	\$ 7,221,070	\$ 7,989,909	\$ 7,967,881	\$ (22,028)
MTA Negotiations Memorandum of Understanding for \$1,000 one-time stipend				\$ (27,094)
				\$ 5,066

**REVENUE OVER (UNDER EXP)**  
**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

2020-2021 AUDITED <u>ACTUALS</u>	2021-2022 ADOPTED <u>BUDGET</u>	2021-2022 AMENDED <u>BUDGET</u>
(194,701)	110,093	74,653
1,044,909	350,440	850,208
<u>850,208</u>	<u>460,533</u>	<u>924,861</u>

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

**Board Agenda Item VIII.**

**Title: Adoption of Self-Insurance Fund Rates for FY23**

**Date: March 3, 2022**

---

**EXECUTIVE SUMMARY:**

Minnetonka Independent School District 276 has had a Self-Insurance Fund for health and dental insurance since Fiscal Year 2001 (FY2001). In the 20-year period since FY2002 after the fund established its reserve, average premium increases have been 3.51%, significantly below regional health insurance cost trends over that same time.

For FY22, the Health Insurance Plan through January is running at a pace that projects to a continued surplus at year end. Projections for June 30, 2022 indicate a potential cash-basis surplus estimated at \$920,458.26, or 6.3% of projected expenses. This would follow on the FY20 cash-basis surplus of \$2,837,639.11, or 23.3% of actual expenses, and \$1,840,117.32, or 13.2% of actual expenses. Both the FY20 and FY21 surpluses were primarily the result of the onset of the COVID-19 Pandemic. It is important to note that medical premiums were increased 2.2% for FY21 – set in February 2021 prior to the time the COVID-19 shut down was announced in March 2021, and premiums were held steady at 0.0% increase for FY22.

FY22 Medical Claims of \$7,642,706.82 through January 2022 are running approximately \$770,000 above the January 2021 level of \$6,871,602.14. FY22 Administrative expenses are running flat with January 2021. FY22 Revenues are running flat with January 2021.

Projecting forward to June 30, 2022, the Health Insurance Plan is projected to end with a surplus of \$920,458.26, or 6.3% of projected expenses.

For FY22, the Dental Insurance Plan through January 2022 is running at a projected surplus level of \$49,563.43, or 4.0% of expenses on a cash basis. The Dental Insurance Plan had a cash-basis surplus in FY20 of \$203,016.59, or 20.7% of actual expenses and operated at a break-even level of revenues to expenses in FY21. Dental premiums were held flat at FY21 rates for FY22.

FY22 Dental Expenses of \$737,947.34 through January 2022 are running flat with January 2021 while FY22 Dental Revenues of \$785,799.62 are also running flat with January 2021.

The projection for the Dental Insurance Plan for the remainder of the year based on FY22 trends indicates that the Dental Insurance Plan is on track to finish FY22 with an estimated \$49,563.43 surplus, totaling 4.0% of expenses.

Looking forward to FY23, for the Health Insurance Plan, applying medical trend rates of 7.3% as projected by the Segal Health Trend Cost Survey (a widely used projection by actuaries for developing health insurance premiums) to the FY22 District projection, and 3% historical inflation rates to administrative costs to the FY22 District projection results in total expected expenses for

the Health Insurance Plan in FY23 of \$15,655,585. This compares to the CBIZ Actuarial Calculation which used expenses of \$16,066,679 for the

CBIZ Actuaries have calculated that to have revenues equal expenses for the Health Insurance Plan in FY22, a premium decrease of (1.19%) would achieve that balance. However, they.

Given that the Health Insurance Plan is on pace to generate a cash surplus during the period of FY20-FY21-FY22 of \$5,698,214, including a 6.3% surplus for FY22 it was prudent to project forward for FY23 using a 0.0% increase in health insurance premium rates, because that 6.3% cushion of ongoing revenue over ongoing health care expenses for FY22 is still available to offset ongoing health care expenses in FY23.

Projecting the Health Insurance Plan for FY23 used the following factors:

- 0.0% premium rate increase
- 1.5% interest earnings on the cash balance
- 7.3% health claims expense increase per Segal Health Trend Cost Survey
- 3.0% administrative expense increase

This Health Insurance Plan projection for FY23 indicates a total of \$15,755,161 in revenue to pay for \$15,644,584 in medical claims expenses and administrative expenses, resulting in a projected cash-basis surplus for FY23 of \$110,577.

Given that the Health Insurance Plan is on pace to generate a cash surplus during the period of FY20-FY21-FY22 of \$252,073, including a 4.0% surplus for FY22 it was prudent to project forward for FY23 using a 0.0% increase in dental insurance premium rates, because that 4.0% cushion of ongoing revenue over ongoing dental care expenses for FY22 is still available to offset ongoing dental care expenses in FY23.

Projecting the Dental Insurance Plan for FY23 used the following factors:

- 0.0% premium rate increase
- 3.1% dental claims expense increase per Segal Dental Trend Cost Survey
- 3.0% administrative expense increase

This Dental Insurance Plan projection for FY23 indicates a total of \$1,296,810 in revenue to pay for \$1,285,831 in dental claims expenses and administrative expenses, resulting in a projected cash-basis surplus for FY23 of \$10,979.

These projections indicate that because the Health Insurance Plans and Dental Insurance Plans are running at a surplus rate of ongoing revenue to ongoing expenses in FY22, they are both projected to operate at slightly above break-even level in FY23 even with no increases in monthly premiums for FY23.

This information was presented to the Self-Insurance Advisory Committee at their February 7, 2022 meeting.

After discussion of the data and information, and in consideration of the strong financial position that the Self-Insurance Fund is in, the Self-Insurance Advisory Committee voted unanimously 11-0 to recommend to the School Board that Health Insurance premiums and Dental Insurance premiums remain at the same levels for FY23 – a 0.0% increase in common parlance.

The following table of Health Insurance monthly premium rates will be recommended to the School Board for their consideration and approval at the March 3, 2022 School Board Meeting:

Base Plan Perform Network	FY22	FY23	Change
Employee	\$727	\$727	\$0
Employee + 1	\$1,235	\$1,235	\$0
Family	\$1,735	\$1,735	\$0
VEBA HRA Plan Open Access	FY21	FY22	Change
Employee	\$672	\$672	\$0
Employee + 1	\$1,144	\$1,144	\$0
Family	\$1,608	\$1,608	\$0
HD HSA Plan Open Access	FY21	FY22	Change
Employee	\$605	\$605	\$0
Employee + 1	\$1,028	\$1,028	\$0
Family	\$1,446	\$1,446	\$0
Smart Care HD HSA Care Lane	FY21	FY22	Change
Employee	\$547	\$547	\$0
Employee + 1	\$929	\$929	\$0
Family	\$1,306	\$1,306	\$0

The following table of Dental Insurance monthly premium rates will be recommended to the School Board for their consideration and approval at the March 3, 2022 School Board Meeting:

Dental Plan	FY22	FY23	Change
Employee	\$43	\$43	\$0
Family	\$106	\$106	\$0

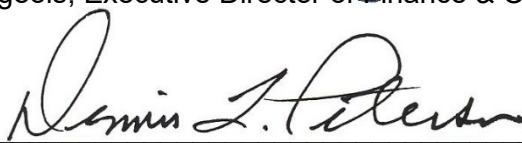
#### **RECOMMENDATION/FUTURE DIRECTION:**

It is recommended that the School Board set the Health Insurance premium rates and Dental Insurance premium rates for fiscal year 2023 at the same level as fiscal year 2022.

#### ***RECOMMENDED MOTION***

*BE IT RESOLVED, that the School Board of Minnetonka Independent School District 276 does hereby set Health Insurance Premium rates and Dental Insurance Premium rates for the Self-Insurance Trust Fund for fiscal year 2023 at the same level as fiscal year 2022.*

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

Concurrence:   
Dennis Peterson, Superintendent

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

**Board Agenda Item IX.**

**Title: Update on Training with Search Institute**

**Date: March 3, 2022**

---

**EXECUTIVE SUMMARY**

In the 2021-22 school year, Minnetonka Public Schools set the goal of Excellence in Student Well-being and Belonging. The District goal states the following:

The Minnetonka School Board and District Administration believe a commitment to world-class, child-centered excellence strengthens Minnetonka Public Schools. The well-being and belonging of students are both continuing priorities for families and for the District. Aligning and integrating student well-being and belonging together will ensure all students have the supports needed to achieve their personal best. In 2021-22, the District will continue the development and implementation of strategies that support families' desires to have their students be socially and emotionally strong and that provide the necessary level of support to students for their academic, social and emotional well-being.

- Planning and Implementation of mandatory training sessions for staff and School Board, providing them with tools, supports and resources to help them create and maintain a welcoming, inclusive, and safe school environment for all
- Incorporate training into staff and School Board onboarding activities
- Survey staff to evaluate training effectiveness after each session to ensure staff have the tools they need
- Provide a report to the Board on the effectiveness of the training, including direct feedback from teachers and other front-line staff by March of 2022

**OVERVIEW**

The purpose of this report is to provide the School Board with the progress toward the School Board Goal: Excellence in Student Well-being and Belonging. The focus for this report is an update on the staff training component of the belonging efforts. During the 2020-21 school year, as we began our belonging efforts, the Search Institute was identified as an organization that could support this goal.

The mission of the Search Institute is to partner with organizations to conduct research that promotes positive youth development and equity. Their *Developmental*

*Relationships Framework* aligns with the District's direction and therefore, provides a strong foundation for Excellence in Student Well-being and Belonging. The core tenet of this framework is that intentional developmental relationships create the conditions that support and foster each student's academic, social and emotional growth in order to support each student in achieving excellence and becoming their best self.

According to the Search Institute's research, when young people experience high levels of these developmental relationships, they will have higher levels of:

- a sense of belonging
- motivation and perseverance
- school climate - feeling connected
- feelings of inclusion
- higher GPAs
- a strong sense of mattering and feeling valued
- personal responsibility

The initial staff learning experiences were provided using an early release and late start during the second semester of 2020-2021 school year. Beginning in the current school year, all new teachers are expected to view these initial recorded webinars and reflect on what they learned in them.

On October 1, 2022, as part of the professional learning early release, Ms. Cecelia Sadler, Director of Practice at Search Institute, extended our learning on the Developmental Relationship Framework, moving from Intentional Relationships to a focus on Inclusive Relationships. Ms. Sadler is a lifelong educator whose twenty-year career included service as a teacher, assistant principal, principal, Associate Superintendent, and Deputy Chief of Academics, Leadership, and Learning. The goal of this professional learning session was to deepen understanding of developmental relationships with a focus on creating an inclusive environment where all young people feel known, validated by, and connected as a prerequisite to positive growth and development.

During this session, Inclusive Relationships were defined. The definition encompassed every youth feeling welcome and a part of the group as well as everyone being considered in decisions, actions, and speech. Additionally, an on-ramp to inclusive relationships was provided. This focused on a model for responsiveness which entailed three steps: understanding, validation and care.

To accommodate the different release times for students, two learning sessions for staff were organized. Ms. Sadler led a session for early release schools with high school staff in-person at the Arts Center and staff from Deephaven and Excelsior viewing remotely. For the second session, staff from Clear Springs, Groveland, and Scenic Heights participated in-person and staff from Minnewashta, MME and MMW participated remotely.

In December, students and staff completed the Developmental Relationship Survey. The survey allowed students to share how they experience the five elements of development relationships (survey attached). The staff survey paralleled the student survey with

teachers reflecting on and rating their own use of the five elements of development relationships with their students. These parallel surveys allow for a gap analysis between student self-reported experiences and teacher perceptions.

This survey is intended to provide us feedback on our ongoing focus of ensuring each student experiences a sense of belonging as an important member of our school community. The information from the survey will help our schools and the District know where we are doing well and where we have opportunities to improve or grow. These data will help us respond to our students' needs and to plan for next steps in our belonging efforts. Approximately 74% of students in grades 4-12 participated in the voluntary survey and approximately 71% of teachers participated in the survey. Specific numbers and percentages of participation are in the charts below.

Chart 1: Student Participation in Developmental Relationships Survey by Site

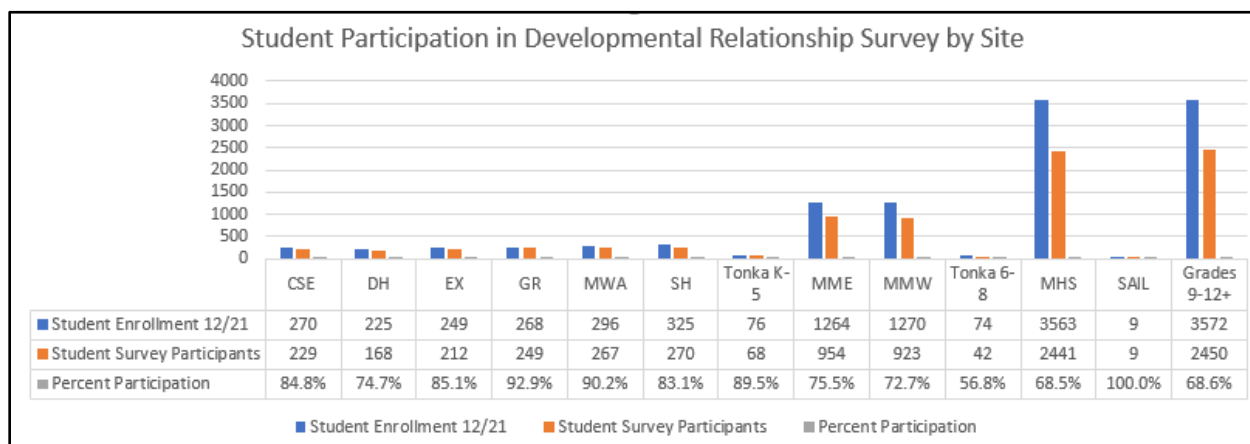
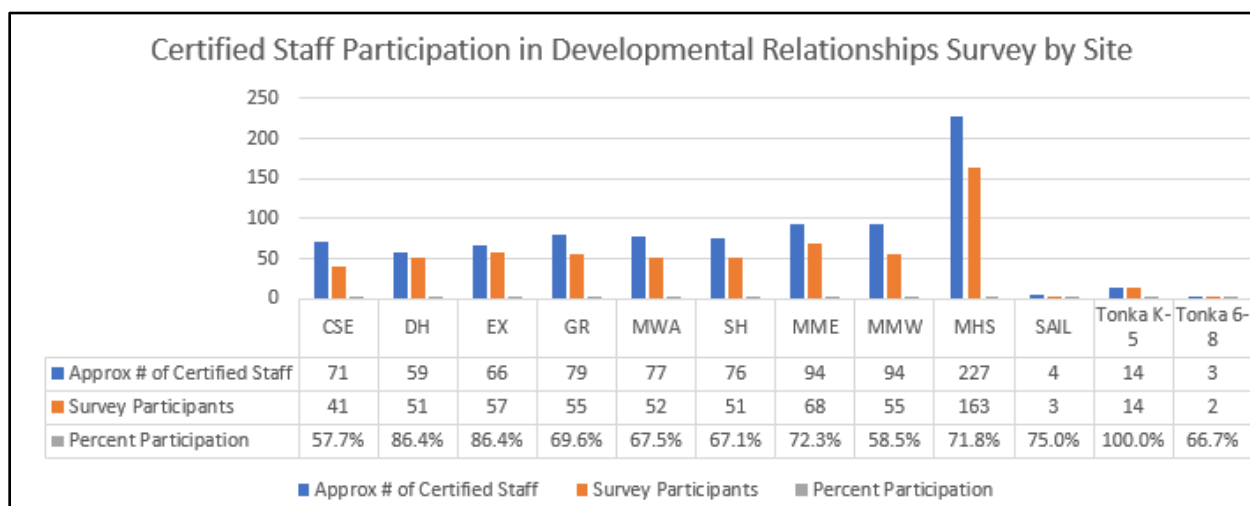


Chart 2: Certified Staff Participation in Developmental Relationships Survey by Site



On January 24, Search Institute Manager of Survey Services & Measurement Strategy Justin Roskopf worked with principals to preview the survey results and assist them in

understanding the data prior to their work with their staff. He modeled a process to digest the data through four lenses: objective, reflective, interpretative, and decisional.

When Friday, February 18 was adjusted to be an e-learning day, the District had the opportunity to work with the Search Institute to tailor the webinars to specific levels, elementary, middle and high school. Search Institute President and CEO Dr. Benjamin Houltberg, facilitator of the session, regrounded staff in the previous learning and led the initial unpacking of the results for their respective levels. Dr. Houltberg informed the audience of the strengths and limitations of student self-report surveys. Following his initial overview of the results, principals led their staff in reflecting on and responding to site-specific data. Staff were provided with a copy of the Developmental Relationships Framework, the Developmental Relationships Survey questions, as well as a graphic organizer to assist in their data reflections and analysis.

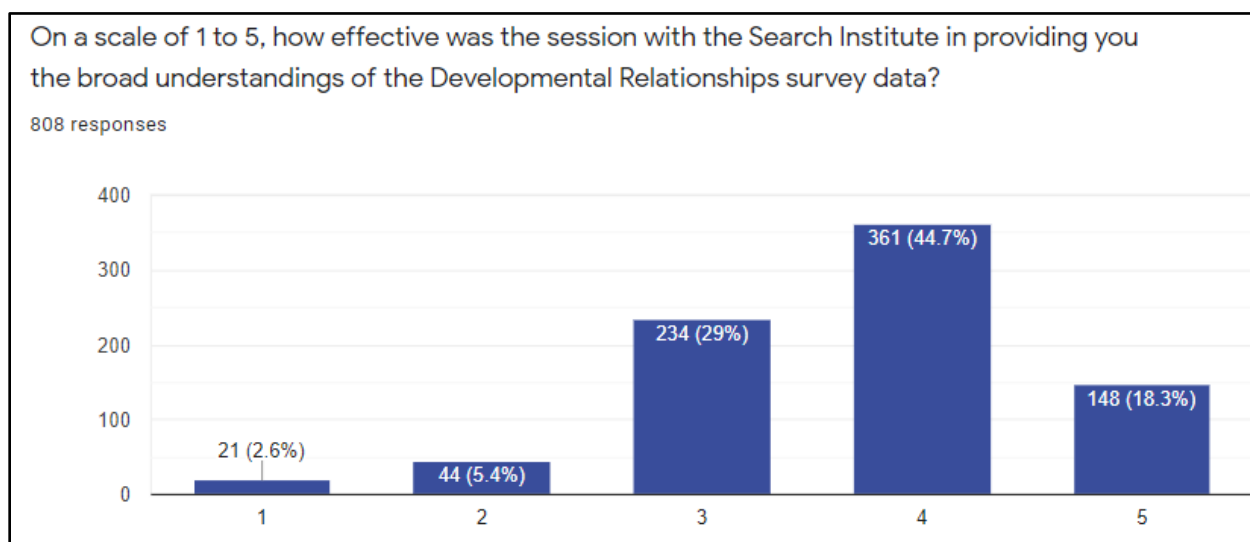
### Feedback on Sessions

Both the Search Institute and Minnetonka Public Schools sought feedback from staff on the effectiveness of the learning sessions. The number of respondents to the Search Institute was 205; the number of respondents to the Minnetonka feedback form was 815.

The Search Institute surveyed participants on their experience. Overwhelmingly, staff left the session with greater understanding of the impact of developmental relationships in Minnetonka Public Schools. They found value in understanding the areas of opportunity. Most reported that the data was the “just right” amount. Of those who responded to the Search Institute survey, 97% viewed Dr. Houltberg as knowledgeable and professional. Overall, 77% of respondents were satisfied with the learning experience. The full Search Institute report is attached.

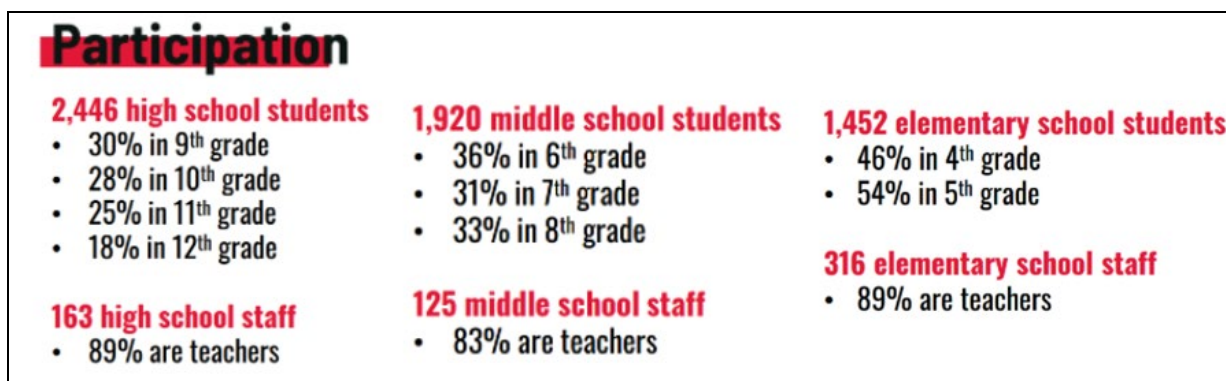
At the conclusion of their time with their sites, staff also completed a Google form to reflect on their learning and provide feedback on the effectiveness of both their time with Dr. Houltberg and the Search Institute as well as their time with their site leadership. On a scale of one to five, with one being “Little Effectiveness” and five being “High Effectiveness,” the Search Institute portion of the learning was rated as 3.65 on average. Overall, the Search Institute webinar effectiveness rating was positive: 63% effective or very effective; 29% neutral; 8% ineffective.

Chart 3: Search Institute Effectiveness



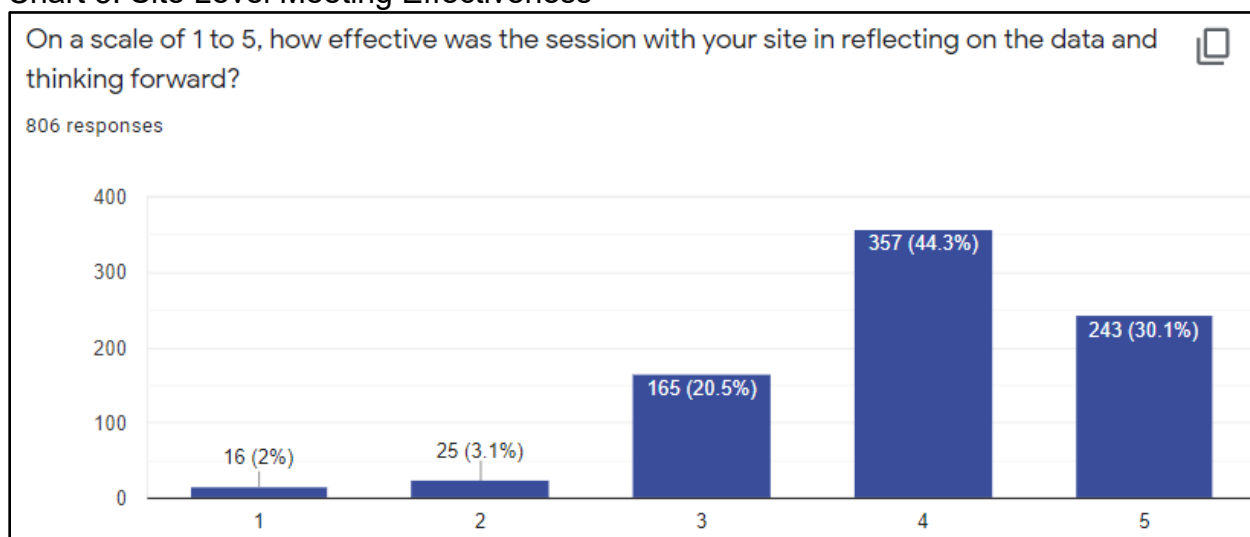
Based on the feedback, it became clear that some staff misunderstood the percent of students who participated in the survey. Dr. Houltberg shared the information below (Chart 4). Some staff interpreted this information as the overall percent of students who participated in the survey rather than the percent of participants at each grade level. This led some staff to be skeptical of the results. This misunderstanding is being addressed with administrators.

Chart 4: Survey Participant Percentages



Participants also reflected on their sessions with their site administrators. The average effectiveness rating was 3.98 on the same 5-point scale. Of the 804 responses, 74.4% viewed this session as effective or very effective; 20.5% viewed it neutrally; and 5.1% viewed it as ineffective.

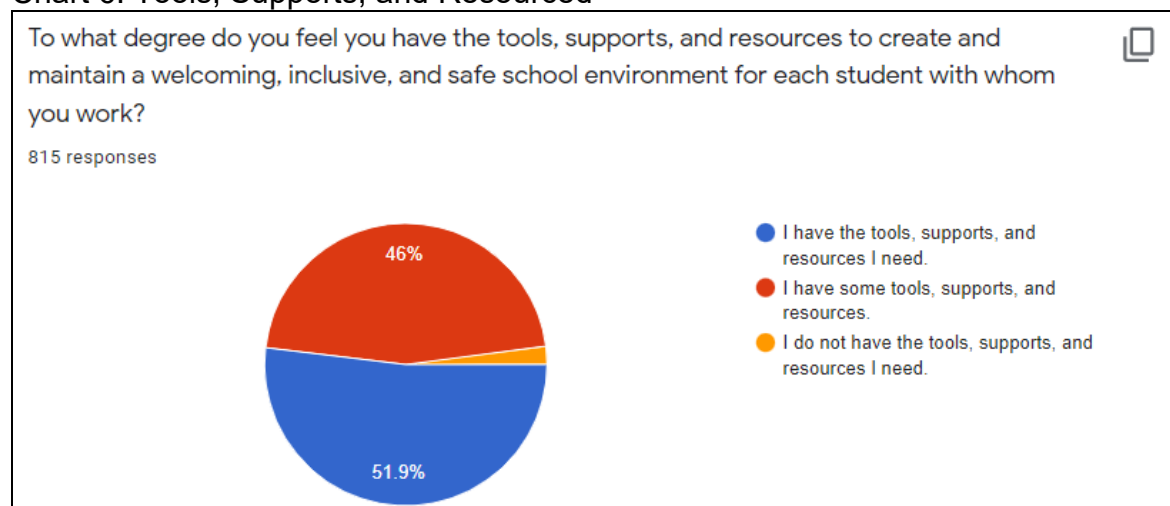
Chart 5: Site Level Meeting Effectiveness



When asked for additional feedback on the two presentations, 197 of 805 participants responded. Twenty-five of the responses focused on the need for additional time: time with colleagues to reflect and plan based on the data presented, time for deeper dives into the data, and time to learn more about the strategies and approaches that would address opportunities for growth. Thirteen respondents were eager for strategies to improve developmental relationships, specifically in the Share Power and Expand Possibilities elements. Eleven respondents commented on the breakout rooms: nine appreciated the effectiveness of the small group reflections; two requested tighter expectations for the breakout rooms (specific questions to guide the conversations). Comments about the data itself varied. A couple indicated that there was too much data. Others wanted additional data, including demographic breakdowns. And others appreciated the focus on data. “Thank you for the focus on data. Data really helps drives decisions and should continue to have a huge place in Minnetonka. It’s nice to see what we are doing well as well as areas for improvement. This doesn’t happen in every district and it’s great to see the value placed on data at MHS.”

Additionally, participants were asked, “To what degree do you feel you have the tools, supports, and resources to create and maintain a welcoming, inclusive, and safe school environment for each student with whom you work?” Just over half of the respondents indicated that they are tooled, supported, and resourced. Participants who responded that they have some tools, supports, and resources or they do not have the tools, supports, and resources needed were invited to share what additional resources would be assistive.

Chart 6: Tools, Supports, and Resources



Of the 392 who indicated that they were not fully prepared, 299 provided suggestions. The majority of the responses were related to professional learning needs. Fifty respondents indicated the need for additional time: to connect individually with students, to meet as a staff, to develop and implement strategies, for additional professional learning. Thirty-four respondents requested training specific to diversity, equity, and inclusion. Updates to curriculum (10) and multicultural resources (12) were requested. Sixteen respondents identified the need for resources and training for social and emotional learning and mental health. Fourteen indicated that they weren't sure what resources would be helpful. Thirteen individuals specified the need for training and resources specific to the LGBTQI+ and BIPOC communities. Twelve identified additional staffing - paraprofessionals, mental health experts, social workers - as a means to improve excellence in well-being and belonging. Nine teachers requested smaller class sizes to address belonging and five identified the need for additional space. Seven identified the need for consistent school-wide responses to behavior. Four requested training specific to situations that may arise in the classroom and four requested more insights into the reasons that students may have responded as they did through the use of open-ended questions in the survey. The remaining comments were specific to an individual's position or unique needs.

### Next Steps

Throughout the spring, sites will continue to analyze, reflect on and identify actions to respond to the survey data specific to their sites. Additionally, time and support will be provided during the summer for school leadership teams to further analyze this data and to develop action plans for the coming school year.

The School Board goal of Excellence in Student Well-being and Belonging fundamentally appeals to District employees and is supported by research. The foundation of Search Institute's Developmental Relationships and the framework that supports being both intentional and inclusive makes this goal actionable. It provides a roadmap to create the conditions for a school community where EACH student feels like they belong.

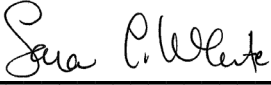
---

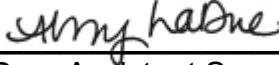
**ATTACHMENTS:**


- Developmental Relationship Framework
  - Developmental Relationships Survey
  - Search Institute Summary Webinar Feedback
- 

**RECOMMENDATION/FUTURE DIRECTION:**

The purpose of this report is to provide an update to the School Board on the progress toward the School Board Goal: Excellence in Student Well-being and Belonging related to the staff training.

Submitted by:   
Sara White, Director of Teacher Development

Submitted by:   
Amy LaDue, Assistant Superintendent

Concurrence:   
Dennis Peterson, Superintendent

Organization:	Minnetonka Public Schools
Workshop:	Developmental Relationships Survey Results
Date:	February 18, 2022
Facilitators:	Ben Houltberg
Report prepared for:	Sara White / Amy LaDue

### KEY INSIGHTS

Complete responses: 205

**Understanding:** Participants understand the impact of developmental relationships on the students at my district

Scale: Strongly Agree / Agree / Neither Agree or Disagree / Disagree / Strongly Disagree

96% T2B  
52% Strongly Agree

**Value:** With the Developmental Relationships Survey we can begin to understand areas of opportunity to strengthen the relationships with our students

Scale: Strongly Agree / Agree / Neither Agree or Disagree / Disagree / Strongly Disagree

92% T2B  
37% Strongly Agree

**Data:** How would you describe the amount of data we shared with you during the workshop?

Scale: Just Right / Too Much / Not Enough

80%  
Just Right

**Actionability:** Ideas for action and follow up were generated

Scale: Strongly Agree / Agree / Neither Agree or Disagree / Disagree / Strongly Disagree

67% T2B  
17% Strongly Agree

**Presenter:** The presenter was knowledgeable and professional

Scale: Strongly Agree / Agree / Neither Agree or Disagree / Disagree / Strongly Disagree

97% T2B  
61% Strongly Agree

**Satisfaction:** Overall participants satisfaction with the learning experience

Scale: Very Satisfied / Satisfied / Neutral / Dissatisfied / Very Dissatisfied

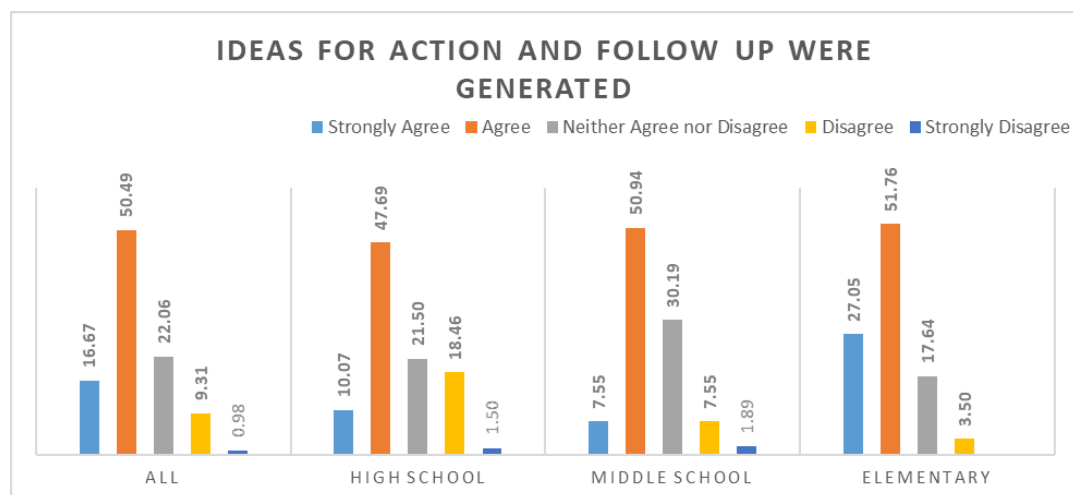
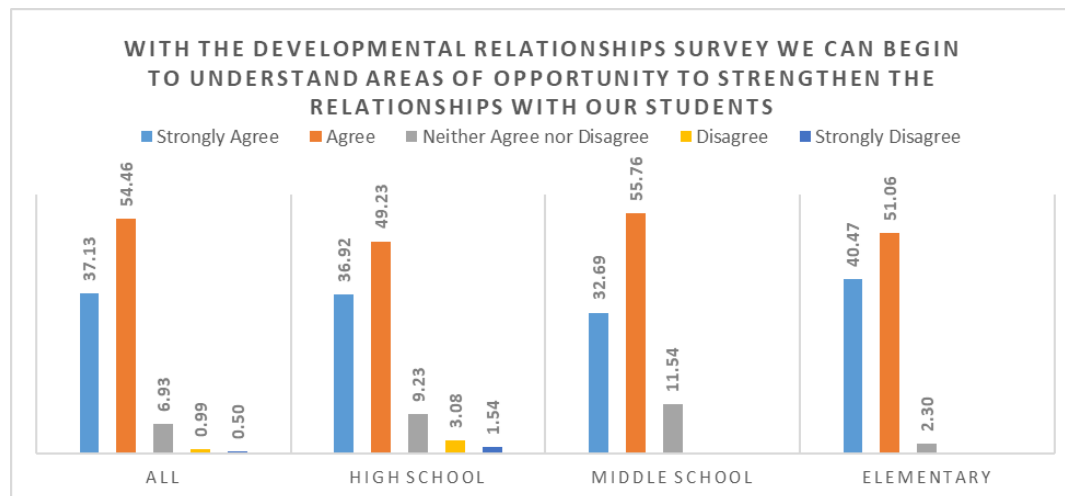
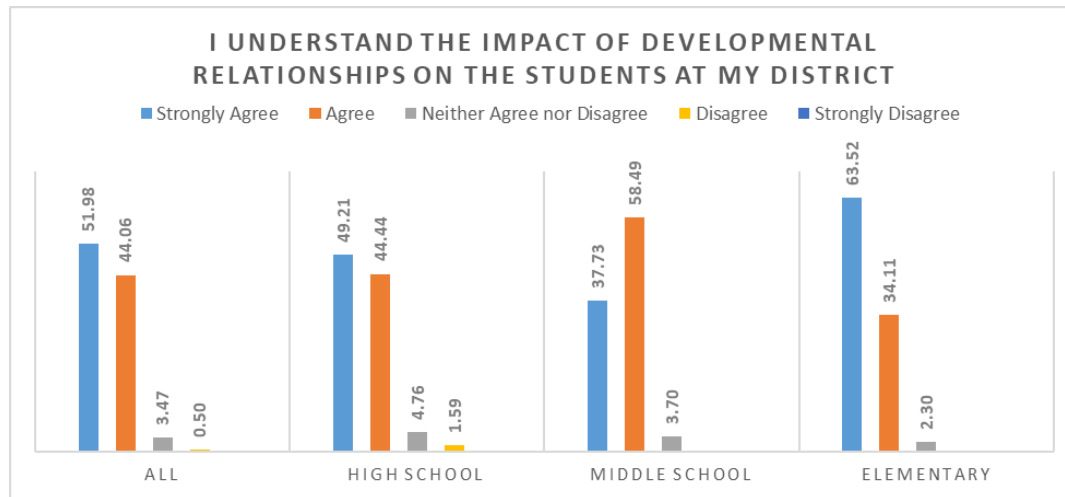
77% T2B  
21% Very Satisfied

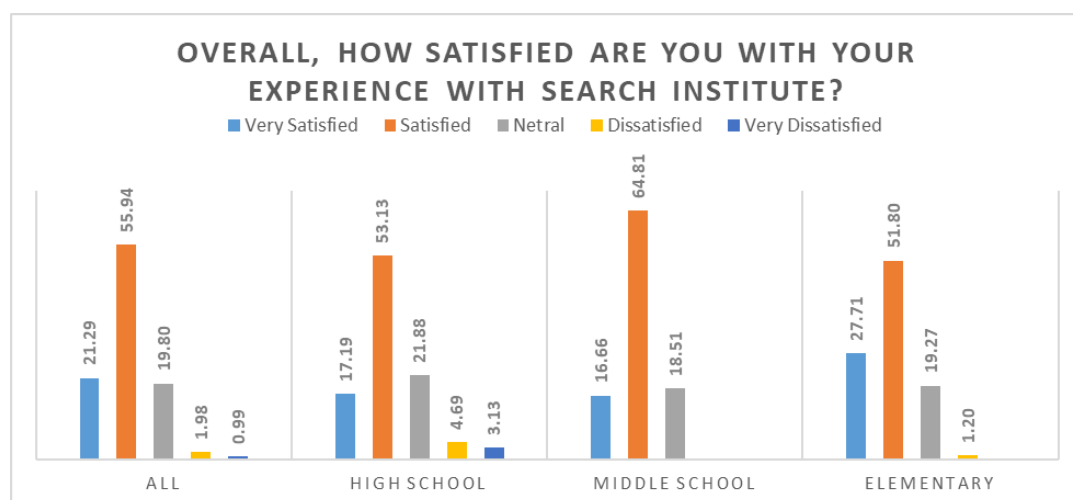
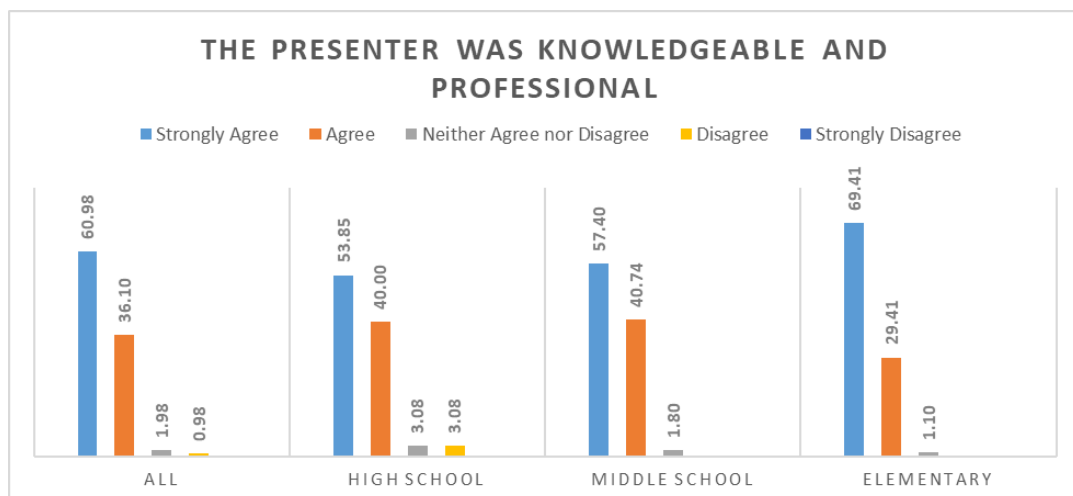
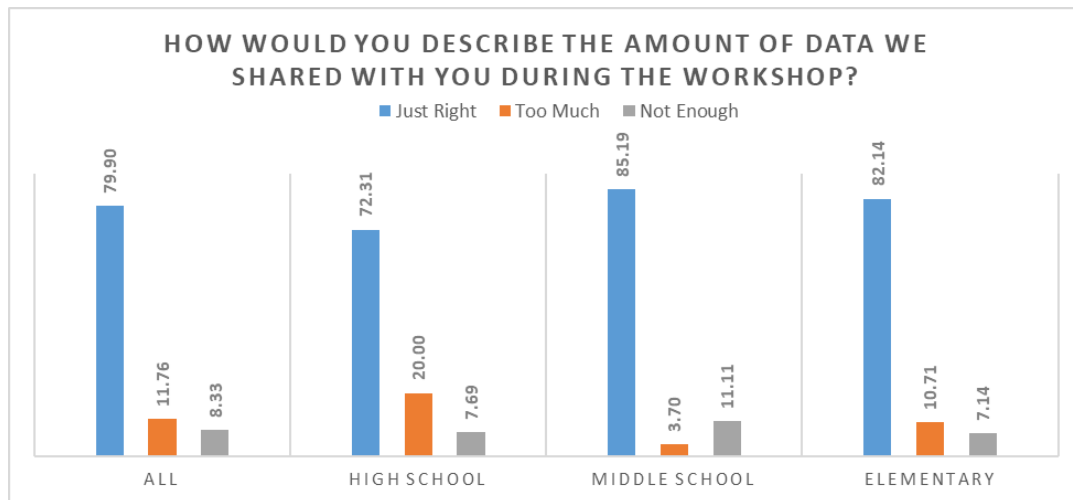
### Most Valuable Takeaways

- Data specific to the district
- Breakdown of the data at the element and action levels, facilitating understanding on specific areas that define strong relationships
- Connection between concept and data
- Clear and concrete areas to focus on to drive growth
- Strengths and weaknesses from students perspective
- Improve as a team, it is a community effort
- Perception gap between teachers actions and students experiences (Middle and High School)
- Emphasis on growth mindset (Middle and High School)
- Facts and opportunities for reflection

### Like to Have

- Strategies, ideas for action, 'How to' create change, concrete and intentional next steps, actions plans
- More specific breakdowns on the most vulnerable student groups (by gender, race, ethnicity, age, etc.) to help drive action and practice further
- Comparison/ benchmarks with other districts at the state, regional and national levels
- Breakdown the data further, with more discussion at each data point, at each building, with my peers (other teachers), etc.
- Qualitative insights from students in the form of interviews or adding opportunities for students to add comments to the survey to help explain the "whys"
- Better understanding on how questions are asked (being able to see the survey) and how students are interpreting and answering the questions
- More "push" into ways to improve





**Participants shared a positive sentiment as they articulate their perception on the ‘most valuable’ aspects of the experience.**

*“I loved the breakout of Strong, Moderate and weak within each data set to see how many really thought we were weak at each point” – High School*

*“Not just jumping into the data, but framing how the survey was done, addressing potential misconceptions or excuses, encouraging growth mindset, emphasizing that it's not a "do more because you're not enough" but "here's how you can be more intentional with what you're already doing." And the final part about "data with legs" (I'm totally going to borrow that for my students doing research!) - using this as a springboard for action/adjustment. AND the piece about how we as individuals can't be all things to all students, but collectively, we can - growth mindset.” – High School*

*“Having the data broken down into each framework and what actions each entail. I appreciated the example questions we need to continually ask ourselves and your reminder about the growth mindset. I also found the perception gap helpful and interesting data. It was surprising”. – High School*

*“Steps to CARE, POSSIBILITIES, SHARE POWER with students. To have a GROWTH MINDSET and to CREATE CHANGE by using the DATA, take ACTION, and share DIALOGUE with other teachers.” – High School*

*“Modelling the positive spin on looking at the data. Giving us the challenge to look at what we can do different to continue building positive relationships with our student. You effectively modelled what we should do with our students: celebrate the good and positively acknowledge the areas in which we should turn our focus to continue to grow” – Middle School*

*“Prioritization of areas of strength and growth. Seeing specific data and analysis. I also like that it was pointed out that we need to think beyond just data and look at students as individuals.” – Middle School*

*“I really liked how all of the points were broken done and how it showed the percentages of students who felt strong, moderate, and weak towards each point. I think it's important to show this because while a up front, you see a high percentage feeling strongly about being supported or challenged, but it gives you a different perspective knowing that even 8 or 9 percent of students responded that they feel weakly about being supported” – Middle School*

*“I thought it was valuable to hear student perceptions of relationships and be encouraged to set aside personal biases to continue to push for better relationship development.” – Middle School*

*“Thank you! The initial training was good, but felt very introductory without this data for application. Looking forward to seeing how our school teams put this into action to support students and staff” – Elementary*




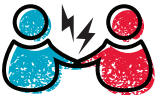

*“I appreciated that this all-staff presentation was filled with reliability about the data as a whole, and gave specifics about our student and staff data.” – Elementary*

*“Practical advice. Take-aways: Communicate to students that they can do what I'm asking of them (Believe in me), and give voice and choice and allow them to act on that voice and choice. I brainstormed some ways to do these things in my own classroom.” – Elementary*

*“The information about how important it is to build relationship with students and how it leads to growth.” – Elementary*

## The Developmental Relationships Framework

Young people are more likely to grow up successfully when they experience developmental relationships with important people in their lives. Developmental relationships are close connections through which young people discover who they are, cultivate abilities to shape their own lives, and learn how to engage with and contribute to the world around them. Search Institute has identified five elements—expressed in 20 specific actions—that make relationships powerful in young people’s lives.

Elements	Actions	Definitions
 <p><b>Express Care</b> Show me that I matter to you.</p>	<ul style="list-style-type: none"> <li>• <b>Be dependable</b>.....Be someone I can trust.</li> <li>• <b>Listen</b>.....Really pay attention when we are together.</li> <li>• <b>Believe in me</b>.....Make me feel known and valued.</li> <li>• <b>Be warm</b>.....Show me you enjoy being with me.</li> <li>• <b>Encourage</b>.....Praise me for my efforts and achievements.</li> </ul>	
 <p><b>Challenge Growth</b> Push me to keep getting better.</p>	<ul style="list-style-type: none"> <li>• <b>Expect my best</b>.....Expect me to live up to my potential.</li> <li>• <b>Stretch</b>.....Push me to go further.</li> <li>• <b>Hold me accountable</b>...Insist I take responsibility for my actions.</li> <li>• <b>Reflect on failures</b>.....Help me learn from mistakes and setbacks.</li> </ul>	
 <p><b>Provide Support</b> Help me complete tasks and achieve goals.</p>	<ul style="list-style-type: none"> <li>• <b>Navigate</b>.....Guide me through hard situations and systems.</li> <li>• <b>Empower</b>.....Build my confidence to take charge of my life.</li> <li>• <b>Advocate</b>.....Stand up for me when I need it.</li> <li>• <b>Set boundaries</b>.....Put limits in place that keep me on track.</li> </ul>	
 <p><b>Share Power</b> Treat me with respect and give me a say.</p>	<ul style="list-style-type: none"> <li>• <b>Respect me</b>.....Take me seriously and treat me fairly.</li> <li>• <b>Include me</b>.....Involve me in decisions that affect me.</li> <li>• <b>Collaborate</b>.....Work with me to solve problems and reach goals.</li> <li>• <b>Let me lead</b>.....Create opportunities for me to take action and lead.</li> </ul>	
 <p><b>Expand Possibilities</b> Connect me with people and places that broaden my world.</p>	<ul style="list-style-type: none"> <li>• <b>Inspire</b>.....Inspire me to see possibilities for my future.</li> <li>• <b>Broaden horizons</b>.....Expose me to new ideas, experiences, and places.</li> <li>• <b>Connect</b>.....Introduce me to people who can help me grow.</li> </ul>	

NOTE: Relationships are, by definition, bidirectional, with each person giving and receiving. So each person in a strong relationship both engages in and experiences each of these actions. However, for the purpose of clarity, this framework is expressed from the perspective of one young person.

For reference, here are the survey items used to measure the various aspects of:

## Developmental Relationships

### Express Care

- If I have a problem, I know my [relational target(s)] will help me.
- My [relational target(s)] really listen to me.
- When I work hard, my [relational target(s)] encourage me to keep going.
- My [relational target(s)] do things that make me feel like I matter.
- My [relational target(s)] show me they enjoy being with me.

### Challenge Growth

- My [relational target(s)] expect me to do my best.
- My [relational target(s)] challenge me to try things that are difficult for me.
- My [relational target(s)] hold me responsible for the things I do and say.
- When I make mistakes, my [relational target(s)] show me how I can learn from them.

### Provide Support

- My [relational target(s)] make it clear what behaviors are acceptable and not acceptable.
- My [relational target(s)] teach me how to ask for help when I need it.
- My [relational target(s)] help me figure out how to do things that are new or challenging to me.
- If I am treated unfairly, my [relational target(s)] say or do something to help.

### Share Power


- My [relational target(s)] treat me with respect.
- My [relational target(s)] consider my ideas when making decisions.
- If I have challenges, my [relational target(s)] work with me to find a solution.
- My [relational target(s)] give me chances to be a leader.

### Expand Possibilities

- My [relational target(s)] help me think of different possibilities for my future.
- My [relational target(s)] help me discover new things that interest me.
- My [relational target(s)] introduce me to other adults who offer resources or support that I value.

### Notes:

- Items use either a 4-point scale of how much these statements are like their [relational target(s)] or the frequency that these actions occur.
- The use of [relational target(s)] is a placeholder. Organizations choose their own relational targets. Common relational targets include teachers, program staff, or mentors.

- 
- The language within the items varies slightly depending on whether the relational target is a singular person or group of people. The above language assumes multiple individuals, which is the most common approach.
  - The adult version of these measures ask adults to report on their own relational actions with young people in the organization.
  - Have questions or feedback related to these survey items? Please email us at [surveys@searchinstitute.org](mailto:surveys@searchinstitute.org).

**INFORMATION**

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

**Board Agenda Item X.**

**Title: Update on VANTAGE/MOMENTUM Building**

**Date: March 3, 2022**

---

**EXECUTIVE SUMMARY:**

At the October 7, 2021 School Board Meeting, the School Board of Minnetonka Independent School District 276 approved construction of a 36,300-square-foot building on District-owned land at 5735 County Road 101, Minnetonka, MN to house the VANTAGE Advanced Professional Studies program and some of the MOMENTUM Design and Skilled Trades program.

This construction project will be the first one in 56 years to construct an all-new building since ground was broken 56 years ago for the Scenic Heights Elementary School construction project in 1966.

The project has passed through approval processes with the Minnesota Department of Education, the Riley Purgatory Bluff Creek Watershed District, the City of Minnetonka Planning Commission, and the City of Minnetonka Council.


Administration will update the School Board on the status of the project including the next steps and will present the latest exterior and interior computer-generated images of the future building with representatives of ATSR Architects.

---

**RECOMMENDATION/FUTURE DIRECTION:**

The update on the VANGAGE/MOMENTUM building project is presented for the School Board's information.

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

**Concurrence:**   
Dennis Peterson, Superintendent

## CONSENT

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

### Board Agenda Item XI.

**Title: Resolution Pertaining to Consent Agenda**

**Date: March 3, 2022**

---

#### **OVERVIEW:**

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

The following are the recommendations included within the Consent Agenda for March 3, 2022:

- a. Minutes of February 3, 2022 Regular Meeting
  - b. Payment of Bills
  - c. Recommended Personnel Items
  - d. Gifts and Donations
  - e. Electronic Fund Transfers
- 

#### **RECOMMENDATION/FUTURE DIRECTION:**

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

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

  
Dennis L. Peterson, Superintendent

**CONSENT**

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

**Board Agenda Item XI. b.**

**Title: Payment of Bills**

**Date: March 3, 2022**

---

**OVERVIEW:**

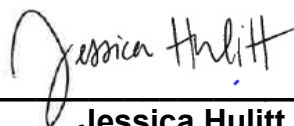
Presented for Board approval are the monthly disbursement totals by fund for Minnetonka Public Schools for the month of January 2022.

---

**RECOMMENDATION/FUTURE DIRECTION:**

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

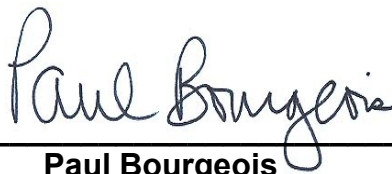
**Submitted by:**



---

**Jessica Hulitt  
Coordinator of Accounting**

**Approved by:**



---

**Paul Bourgeois  
Executive Director of Finance & Operations**

**Concurrence:**



---

**Dennis L. Peterson  
Superintendent of Schools**

## MINNETONKA DISTRICT #276

TO: Dr. Dennis Peterson

FROM: Jessica Hulitt

RE: Payment of Bills – January 2022  
Board Meeting Date: March 3, 2022

The following disbursements are submitted for the month of November:

Recommend the payment of bills in the sum of \$13,772,302.76 by check #470096 - #470522 and ACH #212201455 - #212201694, and wire transactions #202170547 - #202170693

January			
	FUND		
01	GENERAL FUND		5,157,534.47
02	CHILD NUTRITION		468,267.19
03	PUPIL TRANSPORTATION		533,038.07
04	COMMUNITY SERVICE		348,339.07
05	CAPITAL EXPENDITURE		1,338,658.79
09	TRUST - FIDUCIARY		54,409.72
11	EXTRA/CO-CURRICULAR		98,888.53
12	ATHLETIC FEE		12,716.92
18	CUSTODIAL FUND		4,179.72
20	SELF INSURANCE		139,582.83
40	CULTURAL ARTS CENTER		23,129.34
41	DOMESTIC OPERATIONS		157,235.27
42	AQUATICS PROGRAM		30,258.00
43	PAGEL CENTER		17,164.11
46	LTFM		35,641.43
56	CONSTRUCTION PROJECTS		19,503.53
66	CAPITAL PROJECTS LEVY		231,030.93
			\$ 8,669,577.92
	SALARIES		\$ 5,089,611.71
	TOTAL		<u>\$ 13,759,189.63</u>

  
\_\_\_\_\_  
Jessica Hulitt

February 28, 2022  
Date

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

Board Agenda Item XI. c.

**TITLE:** Recommended Personnel Items

**DATE:** March 3, 2022

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

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

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

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

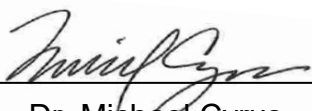
---

**FUTURE ACTION/RECOMMENDATION:**

The administration recommends approval of all attached personnel changes.

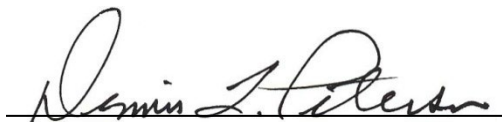
---

Submitted by:



Dr. Michael Cyrus  
Executive Director of Human Resources

Concurrence by:



Dr. Dennis L. Peterson  
Superintendent

## RECOMMENDED PERSONNEL ITEMS

### I. INSTRUCTION

APPOINTMENTS	ASSIGNMENT	EFFECTIVE	SALARY
NONE			

RESIGNATIONS	ASSIGNMENT	EFFECTIVE	REASON
HERSMAN, ANN	MATH, 1.0 FTE, MHS	6/13/22	RETIREMENT
JANS, KELSIE	SPEECH LANGUAGE PATHOLOGIST, 1.0 FTE, DH	6/13/22	RESIGNATION
ROLIGHED, KATIE	KINDERGARTEN, 1.0 FTE, CS	6/13/22	RESIGNATION
WALKER, SUSAN	SPECIAL EDUCATION, 1.0 FTE, MHS	6/13/22	RETIREMENT

LEAVES	ASSIGNMENT	EFFECTIVE	REASON
CARLSON, JOE	MATH, 1.0 FTE, MHS	5/20/22-6/3/22	CHILD REARING
DEMERS, SUSAN	GRADE 6, 1.0 FTE, MME	2/7/22-3/25/22	FAMILY
GERGEN, EMILY	GRADE 1 SPANISH IMMERSION, 0.625 FTE, GR (REQUEST 0.375 FTE LOA)	2/7/22-6/10/22	MEDICAL
JOHNSON, REBECCA J.	GRADES 4-5 SUPPORT, 1.0 FTE, DH	2/7/22-3/11/22	MEDICAL
KARON, ISMAIL	PHY ED, 1.0 FTE, MHS	4/18/22-5/13/22	CHILD REARING
MCCLELLAN, JUDY	SPECIAL ED, 1.0 FTE, EXC	3/21/22-5/20/22	MEDICAL
OWENS, TARA	SPECIAL ED, 1.0 FTE, CS	1/3/22-3/18/22	CHILD REARING
PETERSON, ALISON	SCIENCE, 1.0 FTE, MHS	1/18/22-2/18/22	MEDICAL
RICE, LAUREN	KINDERGARTEN, 1.0 FTE, EXC	1/11/22-4/1/22	CHILD REARING
SPEAR, LORI	MATH, 0.6 FTE, MHS (REQUEST 0.4 FTE LOA)	2/2/22-3/25/22	MEDICAL

STATUS CHANGES	CURRENT ASSIGNMENT	EFFECTIVE	CHANGE
BOETTGE, EMILY	READING TEMP, 0.5 FTE, SH (12/15/21-6/13/22)	2/7/22-6/13/22	READING TEMP, 0.705 FTE, SH
CARROLL, EMMA	ART, 0.2 FTE, MHS	1/25/22-6/13/22	ADD: SOCIAL STUDIES, 0.12 FTE, MHS (OVERAGE)
	ART TEMP, 0.12 FTE, MWTA (12/15/21-6/13/22)	10/6/21-6/13/22	EXTEND: ART TEMP, 0.05 FTE, ELEARNS
	ART TEMP, 0.05 FTE, ELEARNS (10/6/21-1/24/22)		
FOSTER, BETH	RESERVE TEACHER	3/7/22-6/13/22	GRADE 6 LTS, 1.0 FTE, MMW
KANGAS, KELLY	TUTOR FOR MCE	3/10/22-6/13/22	LANG ARTS LTS, 1.0 FTE, MHS
OHRT, KATHERINE	MATH, 1.0 FTE, MHS	1/25/22-6/13/22	ADD: MATH, 0.12 FTE, MHS (OVERAGE)
PAUTLER, ANDREA	ART, 0.75 FTE, MMW	9/8/21-6/13/22	EXTEND: ART TEMP, 0.2 FTE, ELEARNS MS
	ART TEMP, 0.2 FTE, ELEARNS MS (9/8/21-1/24/22)		
PHILLIPS, HEATHER	FACS, 0.65 FTE, MMW	1/25/22-6/13/22	EXTEND: FACS TEMP, 0.2 FTE, ELEARNS MS
	FACS TEMP, 0.2 FTE, ELEARNS MS (9/8/21-1/24/22)		
RAUK, ANDREA	RTI, 0.5 FTE, MWTA	1/31/22-6/13/22	EXTEND: 504 COORD TEMP, 0.25 FTE, MWTA
	504 COORD TEMP, 0.2 FTE, MWTA (9/8/21-1/28/22)		
ROWAN, KAREN	RESERVE TEACHER	3/21/22-6/13/22	SPECIAL ED LTS, 1.0 FTE, EXC
SELNICK, LAUREN	NURSE, 0.85 FTE, EXC	1/31/22	COVID TESTING COORD, 0.85 FTE, DISTRICT
REUSS, PATRICIA	GRADE 6 LTS, 1.0 FTE, MME (11/1/21-2/11/22)	2/14/22-3/25/22	GRADE 6 LTS, 1.0 FTE, MME
WITOWSKI, NICOLE	SCHOOL NURSE FLOAT, 0.5 FTE, DISTRICT	1/27/22	NURSE, 0.85 FTE, EXC

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

APPOINTMENTS	ASSIGNMENT	EFFECTIVE	SALARY
CHARTIER, MASON	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MWTA	2/14/22	\$20.53/HR
DUTTON, JULIE	EXPLORERS CLUB HS ASST, 8 HRS/WK, GR	2/1/22	\$9.25/HR
ERISGEN, AMANDA	CHILD AND FAMILY SUPPT BEHAVIOR SPECIALIST, 32 HRS/WK, MCEC	2/4/22	\$30.00/HR
FENG, KIMBERLY	CLASS C CHINESE IMMERSION CLRM PARA, 6 HRS/DAY, SH	2/16/22	\$20.28/HR
FORRO, JANE	CLASS D ECSE PARA, 24 HRS/WK, MCEC	2/17/22	\$21.18/HR
HEALY, BRENNAN	NURSE SUB, 30 HRS/WK, GR	2/10/22-3/25/22	\$30.00/HR
HILL, MICHAELAH	EXPLORERS CLUB ASST SITE SUPVR, 35 HRS/WK, GR	2/7/22	\$19.00/HR
HOBBS, MARSHALL	CUSTODIAN, 8 HRS/DAY, MCEC	2/9/22	\$18.68/HR
KROL, MILA	CLASS B SUPVRY PARA, 3 HRS/DAY, MME	2/2/22	\$17.60/HR

RESIGNATIONS	ASSIGNMENT	EFFECTIVE	REASON
BAIRD, HOWARD	CLASS D SPEC ED PARA, 2 HRS/DAY, MME	2/11/22	RESIGNATION
CURRY, ANTONELLA	EXPLORERS CLUB STUD ASST, 6 HRS/WK, SH	2/22/22	RESIGNATION
FENTON, MARLENA	EXPLORERS CLUB STUD ASST, 6 HRS/WK, SH	2/21/22	RESIGNATION
FLEMING, JADA	EXPLORERS CLUB SITE SUPVR, 8 HRS/DAY, EXC	3/4/22	RESIGNATION
FRITZ, REBECCA	CLASS D SPEC ED PARA, 6 HRS/DAY, SAIL	2/25/22	RESIGNATION
HEITKAMP, EILEEN	CLASS C CLRM PARA, 6.75 HRS/DAY, MWTA	6/10/22	RESIGNATION
HENSEY, DIAMOND	CLASS D SPEC ED & BUS/TRAFFIC PARA, 7 HRS/DAY, MWTA	3/10/22	RESIGNATION
JOINER, DENNIS	CLASS B SUPVRY PARA, 30 MIN/DAY, MMW	2/24/22	RESIGNATION
	CLASS D SPEC ED PARA, 6.5 HRS/DAY, MMW		
LORINSER, MICHELLE	LEVEL IV THIRD PARTY BILLING OFFICE ASST, 30 HRS/WK, DSC	6/30/22	RETIREMENT
REYERSON, TRACY	CLASS D SPEC ED PARA, 6.5 HRS/DAY, DH	2/11/22	RESIGNATION
WELTON, ERICH	HEAD COACH MINNETONKA SWIM CLUB, 1.0 FTE, AQUATICS	4/11/22	RESIGNATION

LEAVES	ASSIGNMENT	EFFECTIVE	REASON
BUCHSTABER, DEBORAH	CLASS D SPEC ED PARA, 32.5 HRS/WK, MHS	3/3/22-6/10/22	FAMILY
FRIES, KATHLEEN	CLASS D ECSE PARA, 18.75 HRS/WK, MCEC	2/8/22-6/10/22	PERSONAL

STATUS CHANGES	CURRENT ASSIGNMENT	EFFECTIVE	CHANGE
BUECHLER, KRISTIANNE	CLASS A LR/PG PARA, 2 HRS/DAY, SH	2/22/22	CLASS D MEDIA PARA, 7 HRS/DAY, SH
DIERS, NICOLE	CLASS C CLRM PARA, 3 HRS/WK, SH	2/9/22	ADD: CLASS A LR/PG PARA, 12 HRS/WK, DH
GEE, MIKYUNG	EXPLORERS CLUB SUB	2/1/22	CLASS B MTKA PRESCHOOL PARA, 16.25 HRS/WK, MCEC
	CLASS B MTKA PRESCHOOL PARA, 20.75 HRS/WK, MCEC		CLASS D ECSE PARA, 14.5 HRS/WK, MCEC
HAUGE, MARY	COOK MANAGER, 7.5 HRS/DAY, GR	1/31/22	CLASS A LR/PG PARA, 2 HRS 20 MIN/DAY, GR
JACKSON, ANTHONY	CUSTODIAN, 8 HRS/DAY, MCEC/MHS	2/11/22	CLASS C ADHD PARA, 30 MIN/DAY, GR
JOHNSON, MICHELE	LEVEL II STUD AFFAIRS OFFICE ASST, 7.5 HRS/DAY, MHS	1/25/22	CUSTODIAN, 8 HRS/DAY, GR
MAXWELL, TERRY	PARA SUB	2/14/22	LEVEL III COLLEGE & CAREER COUNS OFFICE ASST, 8 HRS/DAY, MHS
SCANLAN, BETH	LEVEL III COLLEGE & CAREER COUNS OFFICE ASST, 8 HRS/DAY, MHS	1/21/22	CLASS D SPEC ED PARA, 6.5 HRS/DAY, CS
WATRAS, MARY JEAN	CLASS D SPEC ED PARA, 6.5 HRS/DAY, CS	2/1/22	LEVEL VI HS PRINCIPAL OFFICE ASST, 8 HRS/DAY, MHS
			LEVEL II STUD AFFAIRS OFFICE ASST, 7.5 HRS/DAY, MHS

### III. IN-DISTRICT APPOINTMENTS

APPOINTMENT	ASSIGNMENT	BUILDING	EFFECTIVE	SALARY
APONTE, REBEKAH	WORLD LANGUAGE 6-12 DEPT CHAIR	MHS	2021-22	\$3,827
BARRETT, KAITLYN	WINTER COLOR GUARD DIRECTOR	MHS	12/21-4/2/22	\$2,463
BENSON, KARI	DECA ASST ADVISOR	MHS	2021-22	\$2,463
BRADLEY, JOHN	BOYS SWIM HEAD COACH	MHS	11/29/21-3/5/22	\$6,483
BROBERG, ISAAC	ON-SITE LEAD: SKI & SNOWBOARD CLUB	MCEC	1/20/22	\$200
BUSS, JENNA	GIRLS TRACK AND FIELD ASST COACH	MHS	3/14/22-6/11/22	\$4,734
DAHL, LAUREN	BOYS/GIRLS NORDIC SKI ASST COACH	MHS	1/14/22-2/17/22	\$3,048
FRIE, JOSH	WRESTLING CO-HEAD COACH	MHS	11/22/21-3/5/22	\$5,608.50
GEHRMANN, KRISTINE	GIRLS TRACK AND FIELD ASST COACH	MHS	3/14/22-6/11/22	\$2,840.40
GOTZ, JOEL	DRAMA-SPRING MUSICAL-VOCAL DIRECTOR	MMW	1/10/22-3/18/22	\$2,822
HARRIS, KALLEY	GIRLS TRACK AND FIELD ASST COACH	MMW	4/5/22-5/27/22	\$2,811
HAYDEN, CHARISSA	SPEECH TEAM CO-HEAD ADVISOR	MHS	12/21-4/22	\$2,771
KILORAN, BREGHAN	GYMNASTICS ASST COACH	MHS	12/21-2/19/22	\$1,440
KOK, MYLES	STUDENT REFEREE	MCEC	2/12/22	\$13.30/HR
KYLLO BECHER, SARAH	GIRLS TRACK AND FIELD ASST COACH	MHS	3/14/22-6/11/22	\$4,734
LEBLANC, LEEANN	GIRLS TRACK AND FIELD ASST COACH	MHS	3/14/22-6/11/22	\$4,615
LEWIS, LISA	SPEECH TEAM CO-HEAD ADVISOR	MHS	12/21-4/22	\$2,771

O'BRIEN, LILLIAN	DANCE ASST COACH	MHS	10/25/21-2/19/22	\$1,139.10
OLIVIER, AARON	SOCIAL STUDIES 9-12 OPERATIONAL DEPT CHAIR	MHS	2021-22	\$4,502
PERUCCO, COLIN	DRAMA-WINTER MUSICAL-SOUND AND LIGHTS DESIGNER	MME	12/13/21-3/19/22	\$2,586
REIMER-MORGAN, JANE	GIRLS TRACK AND FIELD HEAD COACH	MHS	3/14/22-6/11/22	\$6,483
SAMPSON, STEVEN	ON-SITE LEAD: SKI & SNOWBOARD CLUB	MCEC	1/13/22	\$300
SCHNORR, TRUDY	RELICENSURE COMMITTEE CHAIRPERSON	DISTRICT	2021-22	\$2,278
SCHRIMPF, JOEL	WRESTLING CO-HEAD COACH	MHS	11/22/21-3/5/22	\$5,608.50
SMITH, GREGORY	EVENT WORKER	MHS	2021-22	VARIES

## CONSENT

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

**Board Agenda Item XI. d**

**Title: Gifts and Donations**

**Date: March 3, 2022**

---

**EXECUTIVE SUMMARY:**

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

---

**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Deephaven Elementary School Trust Account:

The Blackbaud Giving Fund	\$300.00
Target c/o Cyber Grants, LLC	\$20.00

**RECOMMENDATION:** That the School Board accepts the following donations to be placed in the Scenic Heights Elementary School Trust Account:

The Benevity Community Fund	\$352.00
Brent Rickenbach	\$47.77

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

MME PTO	\$7230.34
U'Sagain, LLC	\$32.51
The Blackbaud Giving Fun	\$60.00

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

The Blackbaud Giving Fund	\$496.00
---------------------------	----------

**RECOMMENDATION:** That the School Board accepts the following donation to Groveland Elementary School:

Tiffany Tully	Southpaw Steamroller Deluxe and 1 pack replacement bands
---------------	---

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Athletics Baseball Program Account:

Vertical Raise Trust Act	\$3740.00
--------------------------	-----------

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Bowling Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Lettering & Design Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Figure Skating Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Photography Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to the Minnetonka High School Orchestra Program:

Melissa Van Holland Cello, Cello Bows, and Case

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Theatre Program Account:

Haug Enterprises, Inc. \$1000.00

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

The Blackbaud Giving Fund \$440.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Photography Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Service Club Imagine Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Hope House Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Tonka Serves Steering Committee Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School K-Pop Dance Club Account:

Minnetonka Skippers Booster Club \$100.00

**RECOMMENDATION:** That the School Board accepts the following donation to be placed in the Minnetonka High School Latin Club Account:

Minnetonka Skippers Booster Club \$100.00

---

<b>TOTAL GIFTS AND DONATIONS FOR 2021-2022*</b>	<b>=</b>	<b>\$245,740.84</b>
---	----------	---------------------

---

\*Total amount reflects gifts & donations submitted for board approval in 2021-2022.

---

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

**CONSENT**

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

**Board Agenda Item XI. e**

**Title:** Electronic Fund Transfers

**Date:** March 3, 2022

---

**EXECUTIVE SUMMARY:**

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

---

**RECOMMENDATION:**

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

---

**Submitted by:**



Paul Bourgeois, Executive Director of Finance & Operations

JANUARY 2022 FROM GENERAL FUND				
DATE	PAYEE			AMOUNT
1/3/2022	Further - Flex			3,738.25
1/4/2022	Claims HealthPartners			295,411.43
1/5/2022	Delta Dental			16,909.46
1/7/2022	AP Payment			102,209.35
1/10/2022	Further - Flex			20,900.54
1/10/2022	Claims HealthPartners			288,363.62
1/10/2022	Delta Dental			25,073.79
1/11/2022	Payroll			2,395,363.56
1/14/2022	Solutran - Wellness Program			4,208.06
1/12/2022	HealthPartners Premium			70,241.08
1/14/2022	AP Payment			490,877.09
1/18/2022	Further - Flex			39,337.53
1/18/2022	Claims HealthPartners			330,213.77
1/18/2022	Delta Dental			28,749.07
1/21/2022	Delta Dental			6,723.50
1/24/2022	Deluxe Bus. Systems			90.07
1/21/2022	AP Payment			447,531.14
1/24/2022	Further - Flex			18,675.04
1/24/2022	Claims HealthPartners			132,858.29
1/25/2022	Payroll			2,694,248.15
1/24/2022	Delta Dental			21,036.15
1/24/2022	Beijing Qianyu - Navigator Prog. Online Tutoring			28,800.00
1/28/2022	AP Payment			75,184.00
1/31/2022	Delta Dental			27,354.79
1/31/2022	Further - Flex			30,031.34
1/31/2022	Claims HealthPartners			168,257.95
JANUARY	Art Center CC Processing Fees			1,224.82
JANUARY	MCEC Credit Card Processing Fees			19,734.60
JANUARY	Mtka Webstore CC Processing Fees			6,408.86
JANUARY	Athletic CC Processing Fees			976.90
JANUARY	Postage			5,608.00
JANUARY	Bank Monthly Service Charge			1,292.84
JANUARY	Aquatics CC Processing Fees			1,920.85
				\$ 7,799,553.89
JANUARY				
INVESTMENT		MATURITY	INTEREST	ENDING
DESCRIPTION	BANK	DATE	RATE	BALANCE
Money Market	Alerus Bank ICS Savings	NA	0.22%	25,097,200.28
Money Market	MSDLAF+ Liquid Class	NA	0.01%	5,992,644.52
Money Market	MSDLAF+ MAX Class	NA	0.03%	0.01
Term	MSDLAF	NA	-	8,000,000.00
CD	MSDLAF	NA	0.25%	-
Money Market	PMA IS	NA	0.01%	16,928,511.63
Term	PMA MN Trust Term Series	NA	0.00%	-
Municipal Bonds	Northland Securities	NA	0.00%	624,631.29
Various	Wells Fargo OPEB	NA	Var	20,771,296.30
				\$ 77,414,284.03