



Wright Technical Center

1405 3rd Ave. NE Buffalo, MN 55313 Phone: 763-682-4112
www.wtc.k12.mn.us



Governing Board Meeting

June 4, 2024

6:00 p.m.

The Mission of the Wright Technical Center is “To partner with member school districts and industry to prepare students for careers, post-secondary education and lifelong learning.”

AGENDA

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Pledge of Allegiance
- 4.0 Agenda Approval
- 5.0 Approval of Consent Items - Action required
 - 5.1 Approval of Minutes - May 7 Regular Meeting
 - 5.2 Bills for Payment
 - 5.3 Acceptance of Donation - Metal valued at \$3,500 from CMP Attachments, LLC
 - 5.4 Approval of the 24-25 lease agreement with Vander Kooi Farms.
 - 5.5 Approval of the FY25-27 lease agreement with MAWSECO for Cornerstones.

Background: 5.1 & 5.2 - Approval of the minutes from previous meetings and bills. 5.3 Acceptance of Donations. 5.4 - Renewal of lease agreement (reflects a 2% increase). 5.5 - Renewal of lease agreement (Changed to 3-year agreement).

Recommendation: Approve the consent agenda as presented.

- 6.0 Financial Report - Anh Glewwe
 - 6.1 Approval of the financial report
 - 6.2 Approval of the FY24 Final Revised budget
 - 6.3 Approval of the FY25 Preliminary budget (Includes a 2% assessment increase)
 - 6.4 Resolution approving the Long Term Facility Maintenance Plan for 2025-2034, the various components of Revenue, Expenditure and Statement of Assurances and reasons therefore.
 - 6.5 Approval of the expenditure requests for General, Capital, Long Term Facility Maintenance and Perkins for 2024-2025 as presented.
- 7.0 Committee Reports
 - 7.1 Principals Report - Mr. Karson
 - 7.2 Directors Report - Mr. Koslofsky

8.0 New Business - Action required

8.1 Approval of the Memorandum of Understanding between the Wright Technical Center Governing Board, ISD 966 and the Wright Technical Center Federation of Teachers, Local #3780 for Section 6.2 Total Package, Subd. 6.2.1 Determining Total Package.

Background: The MOU was tentatively agreed upon between both parties on May 15, 2024.

Recommendation: Approve as presented

8.2 Approval of the Master Agreement with the Wright Technical Center Federation of Teachers for the 2023-2025 contract period.

Background: The teachers contract has been reviewed and approved by the Finance/Negotiations Committee.

Recommendation: Approve as presented

8.3 Approval authorizing the Director and Executive Committee to make necessary expenditure decisions in the absence of a July, 2024 Governing Board Meeting.

Background: Article VIII, Section 2 of the Bylaws for the Wright Technical Center states this as allowable.

Recommendation: Approve as presented

8.4 Recess prior to entering into the closed session.

9.0 Closed Session

9.1 MN Statute 13D.05 subd. 3a - Executive Director Evaluation

10.0 Adjournment - *Tour of the student built house Immediately following*

Next meeting August 1, 2024

Please call or email if you have questions or cannot make the meeting.

WRIGHT TECHNICAL CENTER School District 966

The meeting of the Governing Board of Wright Technical Center, School District 966, was held on Tuesday May 7, 2024 at 1405 3rd Ave. NE, Buffalo, Minnesota 55313.

Members Present: Steffens, Lee, Bravinder, Curtis, Carlson, Big Lake Alternate Tonya Reasoner.

Others Present: Brian Koslofsky-Executive Director, Shaun Karson-Principal, Anh Glewwe-Business Manager, Dana Watters-Administrative Assistant, Russell Pearson, Mary Pierce-Slocum-American Federation of Teachers.

The meeting was called to order by Member Lee at 6:04 p.m. followed by the Pledge of Allegiance.

Agenda Review

On motion by Member Curtis, second by Member Carlson, the agenda was approved as presented. Motion carried by unanimous vote.

Consent Agenda

On motion by Member Bravinder, second by Member Curtis, the consent agenda was approved as presented. 5.1 April 2 regular meeting, 5.2 Bills for payment, 5.3 Acceptance of teacher resignation, 5.4 Approval of 24-25 Special Ed Director Agreement.

Financial Report

Business Manager Glewwe reported on the current finances. On motion by Member Curtis, second by Member Bravinder, the financial report was approved as presented. Motion carried by unanimous vote.

Principal and Director's Report

Principal Karson discussed 24-25 enrollment, scholarships winners, summer school, tours and program highlights. Director Koslofsky reported on the open house, Director Koslofsky reported on the legislation and that a reduced amount was discussed and that the facility needs would need to be prioritized depending upon whatever amount is received, if any. The needs for a new server and several staff computers were discussed and this will be reflected in the preliminary budget.

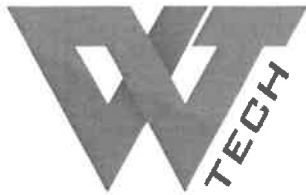
Finance Committee

Member Bravinder reported that the negotiations continue to go well and are making good progress. We will be meeting again Wednesday, May 15th in hopes of finalizing a tentative agreement.

New Business

- On motion by Member Bravinder, second by Member Curtis to approve the second and final reading of policy 606 Field Trips, as presented, followed by discussion and vote. Motion carried by unanimous vote.
- On motion by Member Curtis, second by Member Carlson to approve the acceptance of the proposal from All-State Communications for the C4000 bell and announcement system, as presented, followed by discussion and vote. Motion carried by unanimous vote.
- On motion by Member Curtis, second by Member Carlson to approve to not fill the WBL teaching vacancy created when moving the WBL teacher to the Heavy Equipment Operations and Maintenance program, as presented, followed by discussion and vote. Motion carried by unanimous vote.
- On motion by Member Steffens, second by Member Bravinder to approve to reduce Tamara Smith, Paraprofessional Custodian, from 12 months to a 9 month position, as presented, followed by discussion and vote. Motion carried by unanimous vote.

- On motion by Member Steffens, second by Member Carlson to approve the Resolution of Termination of Licensed Teacher, as presented, followed by discussion and vote. Motion carried by unanimous vote. The Roll Call vote: Lee, yes, Carlson, yes, Steffens, yes, Bravinder, yes, Big Lake Alternate Reasoner, yes, Curtis, yes. Resolution passed.
- On motion by Member Curtis, second by Member Steffens to approve the Contract for Cooperation between WTC and Minnesota Virtual Academy MNVA for providing the Heavy Equipment Operators Instructor for the 24-25 school year, as presented, followed by discussion and vote. Motion carried by unanimous vote.
- On motion by Member Bravinder, second by Member Steffens, for adjournment. Motion carried by unanimous vote. Meeting was adjourned at 6:35P.M.



Wright Technical Center

Phone: 763-682-4112
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1405 3rd Ave. NE • Buffalo, MN 55313

Donation Form

Date: April 30, 2024

Name: CMP Attachments, LLC.

Address: P.O. Box 427

City, State, Zip: Becker, MN 55308

Donation: 2 pallets of square tubing valued at \$3500.00.

We appreciate your interest in the Wright Technical Center's programs.

Brian Koslofsky
Executive Director



Wright Technical Center

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STAN VANDER KOOI FARM FACILITY AGREEMENT

THIS FACILITY AGREEMENT (hereinafter referred to as the “agreement”) made on July 1, 2024 to June 30, 2025 by and between the Wright Technical Center #966 (WTC) and Stan Vander Kooi Farm , a non-profit corporation of Buffalo, MN; hereinafter referred to as SVKF.

1. PURPOSE

This agreement is to establish the terms and conditions under which the Wright Technical Center (WTC) will lease to Stan Vander Kooi Farm (SVKF) in the community of Buffalo, MN. It is a primary interest of WTC and SVKF to establish this agreement for lease of office space for SVKF.

2. DESCRIPTION OF LEASED PREMISES

The premises to be leased under this agreement are located at 1405 3rd Avenue NE, Buffalo, MN. The premises include one (1) office of approximately 168 sq. ft. with fixtures, heating, cooling, parking lot, and designated common space such as halls, bathrooms, etc as specified in attachment #1 (WTC floor plan).

3. COST/METHOD OF PAYMENT

SVKF shall pay WTC the amounts listed below, for all space including utility expenses associated with the leased premises during the occupancy.

2024-25 Term (23-24 Term was \$7.18/sq. ft.)

168 sq ft. @ \$7.32 + Webroot Virus Protection Software \$30 = \$1,260

4. TAXES/ASSESSMENTS/PUBLIC IMPROVEMENTS

WTC shall be responsible for and pay all taxes, assessments and public improvement expenses levied or assigned to the premises during the term of the lease.

5. UTILITIES AND SERVICES

WTC shall be responsible for all and pay all utilities during the term of the lease to include water, sewer, gas, electric, refuse removal, snow removal, lawn care and facility maintenance. WTC will provide telephone and internet service. Technical assistance for the SVKF computers including the Webroot virus protection software will be billed based on the actual hours used by SVKF.

6. FACILITY MAINTENANCE AND REPAIR

WTC hereby agrees to be responsible for maintaining the premises in good repair and payment of all expenses associated with this covenant excluding damages to the premises caused by SVKF.

7. REPAIR OF DAMAGED PROPERTY

If the premises upon which the building is sited are damaged as a result of SVKF'S negligence or the negligence of the employees, agents, or invitees and, in the event WTC must repair said damage, SVKF shall reimburse WTC for the cost of the damage.

8. OPERATING MAINTENANCE

SVKF hereby agrees to be responsible for daily maintenance of the premises used, to include light cleaning and janitorial, and to pay all expenses associated with this covenant.

9. USE OF PREMISES

WTC hereby provides the premises to SVKF and the conduct of legal, permissible, activities which are essential to the operation of SVKF. SVKF will be permitted to keep program equipment and supplies on-site at the facility, where needed for operations. Space will be available for use by SVKF year round (12 months) Monday-Friday 6:00am to 6:00pm and as needed for occasional evening and weekends. Where needed, WTC and SVKF mutually agree to adjust hours and make other essential accommodations needed to maintain security and avoid other personnel expense.

10. SUBLEASING

SVKF will not sublease space in the facility.

11. SIGNS

It is hereby agreed and understood that SVKF will not be installing signs on the premises.

12. BONDING/INDEMNITY/INSURANCE

To the best of its ability, SVKF agrees to hold WTC harmless from any lawsuits, claims or causes of action arising out of the use and operations conducted at the leased premises under this agreement. To the best of its ability, WTC agrees to hold SVKF harmless from any lawsuits, claims or causes of action arising out of the condition or repair of the premises leased under this agreement.

WTC and SVKF will each keep in force at their own and separate expense, for so long as this agreement remains in effect, public liability insurance with respect to the premises in which both WTC and SVKF shall be named as additional insured and in form acceptable to the other party, within minimum limits of \$300,000 on account of bodily injury or death of one person, and \$1,000,000 on account of bodily injuries or death of more than one person as the result of any one accident or disaster. Each party will further deposit with the other, the acceptable evidence that such insurance is in effect, which evidence shall provide that the other party shall be notified in writing thirty (30) days prior to cancellation, material change, or failure to renew the insurance. If either party shall not comply with its covenants, each agrees to pay the premium for such insurance promptly upon the demand of the other party.

13. NOTIFICATION

Any notice between parties shall be deemed duly served if either hand delivered, emailed or mailed by U.S. Post Office to the registered address of WTC, 1405 3rd Avenue NE, Buffalo, MN 55313, or Stan Vander Kooi farm, 1499 30th St. SE Buffalo, MN 55313.

14. TERMINATION

This lease may be terminated at any time by WTC, with the approval of the WTC Governing Board, where it is necessitated by a change to funding, enrollment, rules, regulations, essential space needs of WTC or WTC policy. WTC and SVKF hereby mutually agree to provide each other with no less than a ninety (90) day written notice of the intention to vacate the premises in the event of early termination.

15. DESTRUCTION OF PREMISES

It is hereby mutually agreed by both parties that this lease may be terminated with thirty (30) days notice if the premises are injured or destroyed by fire, by act of God, or through any other cause so as to make the premises unfit for occupancy.

16. RIGHTS OF ENTRY

WTC shall have the right to enter upon the premises during normal business hours of WCCA to inspect their condition and make reasonable and necessary repairs or at such other times a mutually agreed upon between WTC and SVKF.

17. TOBACCO POLICY

Tobacco use is not permitted by any one at any time in the building or on the grounds of the WTC facility.

18. MODIFICATION

This agreement may be modified at any time with the written approval of both WTC and SVKF or their successors to office.

19. VALIDITY

It is understood and agreed by both parties that the entire agreement between parties is embodied in this contract. No verbal or previous understanding is in effect. If any term or provision of this agreement is formally judged by a court to be invalid, the remaining terms and provisions shall remain in full force and effect, and they shall be interpreted, performed and enforced as if said provision did not appear herein. In witness whereof, the parties have set their hands as approval and acceptance of this agreement.

Print Name

Stan Vander Kooi Farm

Date

Print Name

Wright Technical Center, Director

Date



CORNERSTONES PROGRAM OPERATING AGREEMENT

THIS OPERATING AGREEMENT (hereinafter referred to as the “agreement”) made on **July 1, 2024 to June 30, 2027** by and between the Wright Technical Center #966 (WTC) and Meeker and Wright Special Education Cooperative #938 (MAWSECO) for the Cornerstones Program located at the WTC.

1. USE

The Premises shall be used by the Cornerstones Program for the purpose of education services and shall consist of agreed upon space at the Wright Technical Center.

2. OPERATING COST

MAWSECO agrees to pay the WTC an annual sum determined by the Cornerstones Formula included herein as Appendix A (12.30% of the WTC facility-related operating budget). The WTC billings will be sent to MAWSECO twice during the regular school year in December and June. Each year upon renewal of the lease agreement, the updated spreadsheet reflecting the details of the year’s billing will be sent to MAWSECO with the billings. This operating cost is incorporated into the MAWSECO Cornerstones Program annual budget and billed to participating school districts.

3. CAPITAL RESERVE

MAWSECO agrees to pay the WTC an annual sum of \$4,000 for Cornerstones for facility improvements as determined by Wright Technical Center. The capital reserve will be recorded in a separate account to be used only for capital improvements for MAWSECO Cornerstones Program.

4. UTILITIES AND SERVICES

WTC shall be responsible for all and pay all utilities during the term of the lease to include water, sewer, gas, electric, refuse removal, snow removal, lawn care and facility maintenance. WTC will provide telephone and internet service. Technical assistance for the Cornerstones computers including the Webroot virus protection software will be billed based on the actual hours used by Cornerstones staff.

5. INSURANCE

The WTC and MAWSECO will each keep in force at their own and separate expense, for so long as this agreement remains in effect, public liability insurance with respect to the premises in which both WTC and MAWSECO shall be named as an additional insured and in a form acceptable to the other party, within minimum limits of \$500,000 on account of bodily injury or death of one person, and \$1,500,000 on account of bodily injuries or death of more than one person as the result of any one accident or disaster. Each party will further deposit with the other, the acceptable evidence that such insurance is in effect, which evidence shall provide that the other party shall be notified in writing thirty (30) days prior to cancellation, material change, or failure to renew the insurance. If either party shall not comply with its covenants, each agrees to pay the premium for such insurance promptly upon the demand of the other party.

6. OTHER USES

The space percentage for Cornerstones includes the multipurpose room which is utilized by Wright Academy and Head Start through mutual scheduling between the Cornerstones Site Coordinator and WTC Principal. Cornerstones may use available space elsewhere in the Wright Tech Center through consultation with the WTC.

7. REPAIR OF DAMAGED PROPERTY

If the premises upon which the Building is sited are damaged as a result of Cornerstones Program’s negligence or the negligence of the employees, agents, students or invitees and, in the event the WTC must repair said damage, MAWSECO shall reimburse the WTC for the cost of the damage.

8. DAMAGE BY FIRE OR ANOTHER CASUALTY

In case the building in which Cornerstones Program is situated shall be partially or totally destroyed by fire or other casualty insurable under standard fire and extended coverage insurance so as to become partially or totally untenable, the same shall be repaired as quickly as possible at the expense of the WTC unless the Center shall elect not to rebuild. A proportionate part of the annual assessment amount shall be abated upon the time and to the extent the premises are untenable.

9. REASONABLE WEAR

Except for reasonable wear and tear, the WTC agrees to maintain the facility in a condition similar to when the facility was first occupied. Damages in excess of reasonable wear and tear will be repaired by the WTC at MAWSECO’s expense.

10. DURATION

This agreement shall be in force and effect upon its execution by the respective parties following authorization by their respective Governing Boards and shall remain in force until officially terminated by the WTC Governing Board and the MAWSECO Board with six months notice. The year shall commence **July 1, 2024 through June 30, 2027.**

11. BINDING EFFECT

This agreement shall be binding upon the parties and their successors. Each party may transfer its interest in this agreement by mutual consent of the other party.

Wright Technical Center
Buffalo, MN

Date: _____

Meeker and Wright Special Education Cooperative #938
Howard Lake, MN

Melissa Hanson
Melissa Hanson (Apr 12, 2024 12:28 CDT)

Date: Apr 12, 2024



FINANCIAL SUMMARY



June 4th, 2024 Board Meeting

1. Business Office Report

2. Financial Reports

a. Revenue Report

May 2024 – FY2024

- Special Education Aid (\$37,087)
- WA Billing (\$77,508)
- Heavy Equipment Program Cost Billing (\$19,973)

April 2024 – FY2024

- Quarterly Assessment Invoices (\$552,660)
- General Education Aid (\$31,223)
- Special Education Aid (\$4,067)
- WA Billing (\$76,196)

b. Expenditure Report

May 2024 – FY2024

- Payroll & benefits (\$237,076)
- SpEd Director 3rd quarter fee (\$2,538)
- Network consultant (\$2,210)
- District Electric (\$7,808), Water & Sewer (\$734)
- LTMF: Building hardware (\$3,392), Mechanical System (\$1,650)
- Property Insurance (\$4,800)
- Maintenance supplies (\$3,149)
- District Gas (\$2,463)
- House materials (\$17,645)

April 2024 – FY2024

- Payroll & benefits (\$229,423)
- Admin Contract (\$3,112 – cmERDC, \$1,074 – Internet)
- Network Consultant (\$1,575)
- District Electric (\$7,824), Water & Sewer (\$716)
- LTFM: Mechanical system (\$1,200)
- Property Insurance (\$4,800)
- Maintenance Supplies (\$1,989), General supplies (\$1,766)
- House materials (\$7,707)
- Tech Equipment (\$3,102 – Webroot)
- Capital Improvement (\$5,248 – Sonic wall)



Wright Technical Center Revenue Report May 31, 2024



Budgeted YTD percentage is 92%

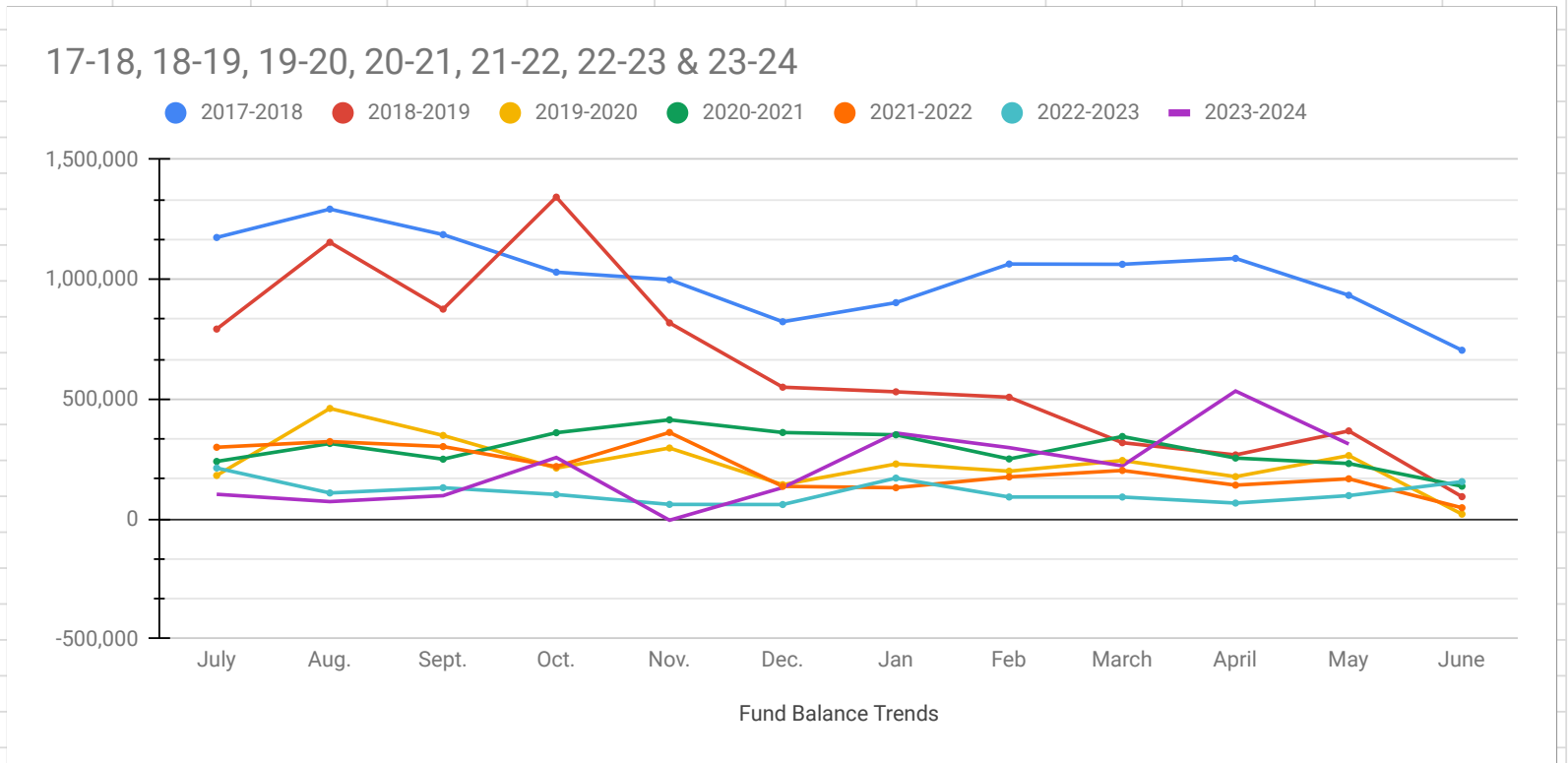
May Rev. less Exp.	\$ (177,701)
Apr Rev. less Exp.	\$ 380,639
YTD Rev. less Exp.	\$ 477,510

		FY24 Revised Budget	FY24 Monthly Budget	Apr 2024	May 2024	FY24 Year to Date	% YTD	Remaining Balance
01- General Fund								
021	Tuition from MN Schools	3,282,484	273,540	633,141	101,768	3,019,034	92%	263,450.03
092	Interest Earnings	300	25	0	0	494	165%	(193.92)
093	Rent	15,955	1,330	1,635	0	14,719	92%	1,236.04
096	Gifts & Bequest	30,000	2,500	0	0	16,315	54%	13,685.00
098	Misc. Rev- Cornerstone Maint.	48,000	4,000	0	0	28,935	60%	19,064.66
099	Misc Rev- Local Source	3,000	250	0	0	139,212	4640%	(136,211.63)
211	General Education Aid	112,248	9,354	31,223	0	91,960	82%	20,288.15
300	Misc State Aid			0	0	56,137		
360	Special Education Aid	240,000	20,000	4,067	37,088	241,391	101%	(1,391.14)
400	Fed Aid/MN CFL (ESSER, GEER, Summer)	62,127	5,177		0	60,876	98%	1,251.12
621	Sale-Mater.purch/Resale2Pupils	120,000	10,000		0	12,550	10%	107,450.00
625	Insurance Recovery	0	0			0	0%	-
General Fund Total		\$ 3,914,114	\$ 326,176	\$ 670,067	\$ 138,855	\$ 3,681,622	94%	2,565,467.00
03-Expanded Summer Program Funding								
400	Fed Aid/MN CFL	\$ -	\$ -	\$ -	\$ -	\$ -	0%	
		\$ -	\$ -	\$ -	\$ -	\$ -	0%	
08-Scholarships								
092	Interest Earnings	0	0	0	0	0	0%	-
096	Gifts & Bequest	2,000	167	0	1,000	2,200	110%	(200.00)
Scholarships Total		\$ 2,000	\$ 167	\$ -	\$ 1,000.00	\$ 2,200.00	110%	(200.00)
12-Student Activities								
050	Fees from Students or Patrons	0	0	0	0	250	0%	(250.00)
060	SPO Revenue	0	0	635	67	2,775	0%	(2,775.27)
619	Fundraiser Expenses	0	0	7,736	(72)	(72)	0%	71.97
620	Fundraiser Revenue	0	0	925	770	15,057	0%	(15,056.93)
621	Sale-Mater.purch/Resale2Pupils	0	0	900	1,040	9,912	0%	(9,912.14)
Student Activities Total		\$ -	\$ -	\$ 10,195	\$ 1,805	\$ 27,922	0%	(27,922.37)
13-Carl Perkins								
400	Fed Aid/MN CFL	584,400	48,700	13,036	0	290,869	50%	293,530.57
Carl Perkins Total		\$ 584,400	\$ 48,700	\$ 13,036	\$ -	\$ 290,869	50%	293,530.57
18-Custodial Fund SWETC								
99	Misc Rev - Local Source	\$ 53,328	\$ 4,444	\$ 4,444	\$ 4,444	\$ 53,169	100%	159.00
		\$ 53,328	\$ 4,444	\$ 4,444	\$ 4,444	\$ 53,169	100%	159.00
Total All Sources		\$ 4,553,842	\$ 379,487	\$ 697,743	\$ 146,104	\$ 4,055,783	89%	2,831,034.20

		Wright Technical Center Expenditure Report May 31, 2024				FY24 Year To Date		Remaining Balance	
		FY24 Revised Budget	FY24 Monthly Budget	Apr 2024	May 2024				
Budgeted YTD percentage is 92%									
01-General Fund									
100 Salaries & Wages	2,025,414	168,785	166,573	173,178	1,714,399	85%	311,015		
200 Employee Benefits	784,506	65,375	62,850	63,898	642,587	82%	141,919		
300 Purchased Services	415,627	34,636	22,105	32,293	395,137	95%	20,490		
400 Supplies & Materials	266,475	22,206	15,869	27,649	216,229	81%	50,246		
500 Capital Expenditures	337,514	28,126	12,503	(4,033)	151,525	45%	185,990		
700 Loan Payment			0		1,867				
800 Other Expenditures	3,000	250	0		3,369	112%	(369)		
General Fund Total	\$ 3,832,536	\$ 319,378	\$ 279,900	\$ 292,985	\$ 3,125,113	82%	707,423		
07-Debt Service									
700 Debt Service	-	-	-	125	79,783	0	(79,783)		
	-	-	-	125	79,783	0%	(79,783)		
08-Scholarships									
800 Other Expenditures	2,000	167	0	0	2,200	110%	(200)		
Scholarships Total	\$ 2,000	\$ 167	\$ -	\$ -	\$ 2,200	110%	(200)		
12-Student Activities									
400 Supplies & Materials	0	0	10,645	4,712	27,684	0%	(27,684)		
Student Activities Total	\$ -	\$ -	\$ 10,645	\$ 4,712	\$ 27,684	0%	(27,684)		
13-Carl Perkins									
100 Salaries & Wages	80,000	6,667	0	0	45,000	56%	35,000		
200 Employee Benefits	0	0	0	0	0	0%	0		
300 Purchased Services	322,888	26,907	12,313	22,721	91,965	28%	230,923		
400 Supplies & Materials	65,900	5,492	214	560	62,780	95%	3,120		
500 Capital Expenditures	115,612	9,634	509	2,702	103,180	89%	12,432		
Carl Perkins Total	\$ 584,399	\$ 48,700	\$ 13,036	\$ 25,983	\$ 302,925	52%	281,474		
18-Custodial Fund - SWETC									
Custodial Fund Total	\$ 53,328	\$ 4,444	\$ 13,522	\$ -	\$ 40,567	76%	12,761		
Total All Funds	\$ 4,472,264	\$ 372,689	\$ 317,104	\$ 323,805	\$ 3,578,273	80%	893,991		

12% less than budget

WTC Fund Balance Trend												
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	March	April	May	June
2017-2018	1,174,457	1,292,831	1,186,456	1,029,753	998,374	823,080	902,561	1,063,750	1,062,611	1,087,424	933,580 [1]	704,108 [2]
2018-2019	792,503 [3]	1,154,266 [4]	875,546 [5]	1,342,886 [6]	818,197 [7]	549,995 [8]	530,710 [9]	508,106 [10]	318,500 [11]	267,523 [12]	367,534 [13]	93,314 [14]
2019-2020	181,770 [15]	461,362 [16]	348,666	212,723	296,286	143,359	229,710	199,504	244,270	176,819	264,732 [17]	20,486 [18]
2020-2021	240,300	315,133	249,655	360,127	413,909	360,928	351,359	250,669	344,303	254,407	231,538 [19]	136,964 [20]
2021-2022	299,422 [21]	323,129 [22]	302,307 [23]	218,998 [24]	361,225 [25]	136,343 [26]	130,696 [27]	175,647 [28]	202,633 [29]	141,405 [30]	167,840 [31]	47,025
2022-2023	212,851	108,811	130,517	102,289	61,081	60,503	170,702	91,914	91,792	66,650	97,681	155,955
2023-2024	103,283	72,734	97,384	256,754 [32]	-4,950	131,119	358,730	297,863	221,796	533,911	313,000	
2024-2025												



WRIGHT TECHNICAL CENTER ISD 966
CASH FLOW REVIEW

	Old National Bank	RiverWood Bank	
Bank balance as of 5/29/2024	\$ 21,893.11	\$ 405,455.20	
Outstanding checks & wires	\$ (869.87)	\$ (97,891.75)	<i>5/31/24 payroll</i>
Est. June Board Bills		\$ (60,000.00)	
Lease payment		\$ (119,795.62)	
June 2024 Payroll		\$ (230,000.00)	
Est. 23-24 Teacher Retro pay		\$ (57,479.00)	
Est. Remaining cost on the Student Built House		\$ (25,000.00)	
Perkins reimbursement		\$ 10,000.00	
Aged Open Invoices		\$ 69,167.79	
Est. State Aids (per MDE report)		\$ 36,000.00	
WA May Tuition Billing		\$ 80,000.00	
Est. 3rd Trimester Transition Disable Billing		\$ 55,559.00	
Est. 2nd Half of CEO cost billing		\$ 16,000.00	
Est. Cornerstone Maintenance billing		\$ 24,466.00	
Est. Remaining Balance of the Student Built House sale		\$ 112,000.00	
			Total both banks
Estimated End of June 2024 Balance	\$ 21,023.24	\$ 218,481.62	\$ 239,504.86

Wright Technical Center Aged Open Invoice Report

Aging Date 05/29/24

Co	Grp	Code	Customer	Inv No	Type	Terms	Inv Date	Current	31 - 60	61 - 90	91 - 120	121 - 150	151 +	Total
0966	1	1004	ANNANDALE SCHOOLS #876	4880	Invoice	RECEIPT	03/02/2022	0.00	0.00	0.00	0.00	0.00	0.78	0.78
0966	1	1004	ANNANDALE SCHOOLS #876	4915	On Acct		04/01/2022	0.00	0.00	0.00	0.00	0.00	(0.79)	(0.79)
0966	1	1004	ANNANDALE SCHOOLS #876	5520	Invoice	RECEIPT	04/01/2024	0.00	41,511.00	0.00	0.00	0.00	0.00	41,511.00
			Customer Total					\$0.00	\$41,511.00	\$0.00	\$0.00	\$0.00	(\$0.01)	\$41,510.99
0966	1	1013	BECKER SCHOOLS #726	5545	Invoice	RECEIPT	05/03/2024	957.60	0.00	0.00	0.00	0.00	0.00	957.60
			Customer Total					\$957.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$957.60
0966	1	1011	BIG LAKE DISTRICT OFFICE #727	5530	Invoice	RECEIPT	04/08/2024	0.00	1,587.60	0.00	0.00	0.00	0.00	1,587.60
			Customer Total					\$0.00	\$1,587.60	\$0.00	\$0.00	\$0.00	\$0.00	\$1,587.60
0966	1	1014	BUFFALO SCHOOLS #877	5519	Invoice	RECEIPT	03/06/2024	0.00	0.00	147.49	0.00	0.00	0.00	147.49
			Customer Total					\$0.00	\$0.00	\$147.49	\$0.00	\$0.00	\$0.00	\$147.49
0966	1	1363	DULUTH PUBLIC SCHOOLS ISD# 75549		Invoice	RECEIPT	05/03/2024	150.50	0.00	0.00	0.00	0.00	0.00	150.50
			Customer Total					\$150.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.50
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725550		Invoice	RECEIPT	05/03/2024	1,915.20	0.00	0.00	0.00	0.00	0.00	1,915.20
			Customer Total					\$1,915.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,915.20
0966	1	1016	HOW LK/WAV/WIN SCH #2687	5511	Invoice	RECEIPT	03/06/2024	0.00	0.00	147.49	0.00	0.00	0.00	147.49
0966	1	1016	HOW LK/WAV/WIN SCH #2687	5551	Invoice	RECEIPT	05/03/2024	861.84	0.00	0.00	0.00	0.00	0.00	861.84
			Customer Total					\$861.84	\$0.00	\$147.49	\$0.00	\$0.00	\$0.00	\$1,009.33
0966	1	1366	MINNESOTA VIRTUAL ACADEMY	5560	Invoice	RECEIPT	05/21/2024	19,973.88	0.00	0.00	0.00	0.00	0.00	19,973.88
			Customer Total					\$19,973.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,973.88
0966	1	1045	ST CLOUD SCHOOLS # 742	5557	Invoice	RECEIPT	05/03/2024	1,915.20	0.00	0.00	0.00	0.00	0.00	1,915.20
			Customer Total					\$1,915.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,915.20
			Report Total					\$25,774.22	\$43,098.60	\$294.98	\$0.00	\$0.00	(\$0.01)	\$69,167.79



WRIGHT TECHNICAL CENTER ISD 966
FINAL Revised Budget Summary 2023-2024



REVENUES	FY24 Revised Budget 2023-2024	FY24 FINAL Revised Budget 2023-2024	CHANGES SINCE LAST BUDGET
General Fund - 01			
Unassigned	\$ 3,834,457	\$ 3,912,741	\$ 78,284
Expanded Summer Program Funding - 03	\$ -	\$ -	\$ -
Debt Services - 07	\$ 79,658	\$ 79,658	\$ -
Trust Fund - 08	\$ 2,000	\$ 2,000	\$ -
Perkins Fund - 13	\$ 584,399	\$ 642,235	\$ 57,836
Custodial Fund (SWETC) - 18	\$ 53,328	\$ 53,328	\$ -
TOTAL	\$ 4,553,842	\$ 4,689,962	\$ 136,120

EXPENDITURES	FY24 Revised Budget 2023-2024	FY24 FINAL Revised Budget 2023-2024	CHANGES SINCE LAST BUDGET
General Fund - 01			
Unassigned	\$ 3,752,879	\$ 3,793,405	\$ 40,526
Expanded Summer Program Funding - 03	\$ -	\$ -	\$ -
Debt Services - 07	\$ 79,658	\$ 79,658	\$ -
Trust Fund - 08	\$ 2,000	\$ 2,000	\$ -
Perkins Fund - 13	\$ 584,399	\$ 642,235	\$ 57,836
Custodial Fund (SWETC) - 18	\$ 53,328	\$ 53,328	\$ -
TOTAL	\$ 4,472,264	\$ 4,570,626	\$ 98,362

NET EXCESS/(DEFICIT)	\$81,578	\$119,336	\$37,758
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Revenue changes:	Expenditure changes:
<ul style="list-style-type: none"> - New (one time) revenue: Fund balance stabilization fee \$133,775 - Transition Disable Bill is \$31,958 less (previously over estimated) - WA Targeted Services is \$16,915 less - WA Summer school is \$9,052 less 	<ul style="list-style-type: none"> - LTFM is \$9,301 more - Capital Improvement is \$5,247 more - Technology Equipment is \$12,000 more - Adm Service/Consulting Contracts is \$3,800 more - Fiscal Control Contract is \$3,800 more - Network Consultant Service is \$1,200 more - WA Subteacher is \$3,800 more



WRIGHT TECHNICAL CENTER ISD 966
Preliminary Budget Summary 2024-2025



REVENUES	FY24 FINAL Revised Budget 2023-2024	FY25 PRELIM Budget 2024-2025	CHANGES SINCE LAST BUDGET
General Fund - 01			
Unassigned	\$ 3,912,741	\$ 3,879,163	\$ (33,578)
Expanded Summer Program Funding - 03	\$ -	\$ -	\$ -
Debt Services - 07	\$ 79,658	\$ 77,390	\$ (2,269)
Trust Fund - 08	\$ 2,000	\$ 2,000	\$ -
Perkins Fund - 13	\$ 642,235	\$ 571,576	\$ (70,659)
Custodial Fund (SWETC) - 18	\$ 53,328	\$ 53,328	\$ -
TOTAL	\$ 4,689,962	\$ 4,583,456	\$ (106,506)

EXPENDITURES	FY24 FINAL Revised Budget 2023-2024	FY25 PRELIM Budget 2024-2025	CHANGES SINCE LAST BUDGET
General Fund - 01			
Unassigned	\$ 3,793,405	\$ 3,937,370	\$ 143,965
Expanded Summer Program Funding - 03	\$ -	\$ -	\$ -
Debt Services - 07	\$ 79,658	\$ 77,390	\$ (2,269)
Trust Fund - 08	\$ 2,000	\$ 2,000	\$ -
Perkins Fund - 13	\$ 642,235	\$ 571,576	\$ (70,659)
Custodial Fund (SWETC) - 18	\$ 53,328	\$ 53,328	\$ -
TOTAL	\$ 4,570,626	\$ 4,641,663	\$ 71,037

NET EXCESS/(DEFICIT)	\$119,336	-\$58,207	-\$177,543
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Revenue changes:	Expenditure changes:
<ul style="list-style-type: none"> - No Fund balance fee - WA Middle Level billing is \$8,000 higher - WA Targeted Services is \$16,000 lower - WTC School assessment is \$30,128 higher - CTE Levy is \$21,218 higher - Heavy Equipment bill back is \$44,396 higher - Transition Disabled bill back is \$21,090 higher - WA Summer school is \$5,000 lower - General Ed Aid is \$39,138 higher - Summer funding and ESSER dollars are spent (\$62,127 total lower) - Summer school revenue is \$15,000 lower 	<ul style="list-style-type: none"> - Salaries and Wages are \$74,600 higher - Benefits are \$27,975 higher - SpEd Director contract is \$2,220 higher - Network consultant is \$3,753 higher - Trash removal service is \$5,000 lower - Total LTFM is \$3,699 higher - Property Insurance is \$11,823 higher - Admin software is \$2,000 higher - Heavy Equipment supplies is \$2,500 higher - Capital Improvement is \$10,487 higher - Summer school is no longer being covered by summer funding (\$17,145)

_____ introduced the following resolution and moved its adoption:

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

BE IT RESOLVED by the School Board of Independent School District No. 966,
State of Minnesota as follows:

1. The school board of Independent School District No. 966 hereby approves a long-term facility maintenance program budget for its facilities for the 2025-2026 school year in the amount of \$406,562. The various components of this program budget are attached as Exhibit A here to and are incorporated herein by reference and administration is directed to apply to the Commissioner of the Department of Education for approval.
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if a cooperative's long term facility maintenance budget is approved by the school boards of each of the cooperative school districts, each member district may include its proportionate share of the costs of the cooperative school district program in its long-term facility maintenance revenue application.
3. It is proposed that the proportionate share of the costs of the cooperative school district's long term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the cooperative school district long term facility maintenance program times a 3-year average assessment formula. The long-term facility maintenance costs shall be funded through annual levy instead of issuing bonds.
4. Upon receipt of the proportionate share of long-term facility maintenance program revenue attributable to the cooperative school district program, a district shall promptly pay to the cooperative school district the applicable aid or levy proceeds.

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

Whereupon said resolution was declared duly passed and adopted.

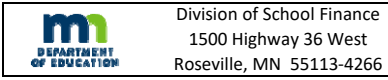
STATE OF MINNESOTA

COUNTY OF WRIGHT

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 966, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Independent School District No. 966 held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Independent School District 966's long term facility maintenance program budget and authorizing the inclusion of the Independent School District's long term facility maintenance projects in the district's application for long term facility revenue.

WITNESS MY HAND officially as such Clerk this 4th day of June, 2024.

Clerk
Wright Technical Center
Independent School District #966



Intermediate/Cooperative District Long-Term Facilities Maintenance Revenue Allocation

ED-02479-08

General Information and Instructions: Please read the **Instructions for Completion** on the **Instructions** tab before completing this report.

District Name: Wright Technical Center	Name of Person Completing this Report: Brian Koslofsky	Title: Executive Director	
Telephone Number: (763)684-2200	Email Address: brian.koslofsky@wrighttech.org	Date Submitted: 7/12/2024	


Long-Term Facilities Maintenance (LTFM) Revenue amounts to be Allocated to member School Districts for Fiscal Year (FY) 2026

1. Pay-as-you-go revenue portion					\$	326,470.00
2. Bond debt service revenue portion					\$	80,121.00
3. Total revenue amounts to allocate					\$	406,591
District Number	Type	School District Name	Pay-as-you-go Allocation Percent	Allocated Pay-as-you-go (Number 1)	Bonded Debt Service Allocation Percent	Allocated Bonded Debt Service (Number 2)
876	1	Annandale	6.72%	\$ 21,949.67	6.72%	\$ 5,386.80
727	1	Big Lake	9.67%	\$ 31,558.77	9.67%	\$ 7,745.03
877	1	Buffalo/Hanover/Montrose	23.38%	\$ 76,328.69	23.38%	\$ 18,732.29
879	1	Delano	10.28%	\$ 33,550.23	10.28%	\$ 8,233.77
2687	1	Howard Lake/Waverly/Winsted	4.07%	\$ 13,298.21	4.07%	\$ 3,263.60
881	1	Maple Lake	4.20%	\$ 13,711.74	4.20%	\$ 3,365.08
882	1	Monticello	15.80%	\$ 51,571.38	15.80%	\$ 12,656.45
885	1	St. Michael/Albertville	25.88%	\$ 84,501.32	25.88%	\$ 20,737.99
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Totals: The column totals must agree with Lines 1 and 2.			100.000%	\$ 326,470.00	100.000%	\$ 80,121.00

Notes - Allocation method agreed to by member districts:

The allocation percentage is the average of the previous three years of assessments charged to the member districts for their students having access to, and attending d

End of Worksheet

 Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only										ED - 02478-06	
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.													
District Info.		Enter Information		District Info.		Enter Information							
District Name:		Wright Technical Center		Date:		7/12/2024							
District Number:		966		Email:		brian.koslofsky@wrighttech.org							
District Contact Name:		Brian Koslofsky											
Contact Phone #:		(763) 684-2200											
Fiscal Year (FY) Ending June 30													
Expenditure Categories			2024 (base year)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.													
Finance Code	Category (1)												
347	Physical Hazards		\$5,000	\$4,000	\$1,000	\$1,000	\$1,000	\$2,000	\$1,000	\$1,000	\$2,000	\$2,000	\$2,000
349	Other Hazardous Materials		\$450	\$0	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
352	Environmental Health and Safety Management		\$4,500	\$4,500	\$4,500	\$8,000	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
358	Asbestos Removal and Encapsulation		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$6,000	\$6,000	\$6,000
366	Indoor Air Quality		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects			\$14,950	\$13,500	\$27,500	\$14,000	\$10,500	\$11,500	\$10,500	\$10,500	\$12,500	\$12,500	\$12,500
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year													
Finance Code	Category (2)												
358	Asbestos Removal and Encapsulation		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151													
Finance Code	Category (3)												
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility													
Finance Code	Category (4)												
367	Accessibility		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects													
Finance Code	Category (5)												
368	Building Envelope		\$1,000	\$1,000	\$1,000	\$20,000	\$12,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
369	Building Hardware and Equipment		\$3,000	\$10,000	\$2,000	\$4,000	\$2,000	\$3,000	\$3,000	\$3,000	\$3,000	\$10,000	\$3,000
370	Electrical		\$16,000	\$6,000	\$8,000	\$10,000	\$10,000	\$8,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
379	Interior Surfaces		\$12,000	\$10,000	\$10,000	\$14,000	\$16,000	\$15,000	\$18,000	\$90,000	\$25,000	\$40,000	\$20,000
380	Mechanical Systems		\$7,000	\$30,000	\$226,000	\$6,000	\$5,000	\$10,000	\$50,000	\$100,000	\$90,000	\$70,000	\$100,000
381	Plumbing		\$6,400	\$5,000	\$5,000	\$10,000	\$5,000	\$5,000	\$20,000	\$5,000	\$5,000	\$50,000	\$20,000
382	Professional Services and Salary		\$14,616	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
383	Roof Systems		\$1,000	\$3,000	\$3,000	\$80,000	\$250,000	\$250,000	\$250,000	\$150,000	\$3,000	\$3,000	\$62,000
384	Site Projects		\$0	\$2,000	\$32,000	\$155,000	\$0	\$5,000	\$30,000	\$20,000	\$240,000	\$100,000	\$20,000
Total Deferred Capital Expense and Maintenance			\$61,016	\$83,000	\$303,000	\$315,000	\$316,000	\$314,000	\$399,000	\$396,000	\$394,000	\$301,000	\$163,000
Total Annual 10-Year Plan Expenditures			\$75,966	\$96,500	\$330,500	\$329,000	\$326,500	\$325,500	\$409,500	\$406,500	\$406,500	\$313,500	\$175,500
Fund Balance Section													
Fund 01													
	Beginning Fund Balance 01-467-XX		\$0	\$11,376	\$4,486	\$457	\$371	\$228	\$3,702	\$794	\$886	\$978	\$94,070
	LTFM Fiscal Year Revenue - Levy		\$87,342	\$89,610	\$326,471	\$328,914	\$326,357	\$328,974	\$406,592	\$406,592	\$406,592	\$406,592	\$406,591
	LTFM Fiscal Year Revenue - AID if Applicable		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable (COVID-19) by End of Fiscal Year (06-30-20)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures		\$75,966	\$96,500	\$330,500	\$329,000	\$326,500	\$325,500	\$409,500	\$406,500	\$406,500	\$313,500	\$175,500
	Ending Fiscal Year Fund Balance 01-467-XX		\$11,376	\$4,486	\$457	\$371	\$228	\$3,702	\$794	\$886	\$978	\$94,070	\$325,161
Fund 06													
	Beginning Fund Balance 06-467-XX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Bonded Revenue		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable (COVID-19) by End of Fiscal Year (06-30-20)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Ending Fiscal Year Fund Balance 06-467-XX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
End of worksheet													



Division of School Finance
400 NE Stinson Blvd.
Minneapolis, MN 55413

Fiscal Year (FY) 2026 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-
Due: July 31, 2024

General Information: Minnesota school districts, intermediate school districts, cooperative districts, joint powers applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes 2023, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2024. Submit to Sarah C. Miller (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

Identification Information

Name of District, Intermediate/Cooperative/Joint Powers Wright Technical Center	District Number and Type: 0966-51	Date Submitted: 7/12/2024
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Statement of Assurances

- All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2023, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
- All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
- All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2025 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2023, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
- All actual expenditures to be reported in UFARS for FY 2026 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes 2023, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2023, section 123B.595, subd. 11.
- The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. 127A.41, subd. 3[2023]).
- The district’s plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. 121A.335 [2023]). ***The district’s ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

Certification of Statement of Assurances

Signature – Must be signed by Superintendent or Cooperative Unit Director: 	Name – Superintendent or Cooperative Director (Please print) Brian Koslofsky	Date: 6/4/2024
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FY25 Budget Approval Items

General

- **Maintenance (FY25 Budget)**
 - **Custodial Supplies - \$25,000**
 - **Misc Repairs (LTFM funding is insufficient for the number of repairs needed)**

Capital (SWETC Revenue - \$51,420 (\$26,420 added to Capital Reserve))

- **FOSS Kit - \$2,500**
- **Interactive Panels - \$5,000**
- **Chromebooks - \$11,000**
- **Undesignated - \$6,500**

LTFM - \$167,000 (\$89,610 for repairs -- \$77,390 for Bond Payment)

- **Physical Hazards - (Machine Guarding & Shop PPE) \$4,000**
- **Environmental Health & Safety Management - (IEA) \$4,500**
- **Fire Safety - (Fire Sprinkler/Alarm Testing) \$5,000**
- **Building Envelope - (Cosmetology window replacement) \$1,000**
- **Building Hardware - (Bell System Computer) \$10,000**
- **Electrical (Misc. Electrical Work) - \$6,000**
- **Interior Surfaces - (Flooring & Painting) - \$10,000**
- **Mechanical systems - (HVAC Preventative Maintenance) - \$30,000**
- **Plumbing - (Misc. plumbing repairs) - \$5,000**
- **Professional Services & Salaries - (In-house salary for work performed on deferred capital & maintenance projects) - \$16,000**
- **Roof Systems - (Misc. roof repairs) - \$3,000**
- **Site Projects - (Concrete replacement/repairs) - \$2,000**

Perkins - \$124,507.70 (Reduction of \$2,493.80 from FY24)

- **Equipment - \$59,507.70**
- **Tech Equipment - \$25,000**
- **Instructional Supplies - \$11,000**
- **Non-Instructional Supplies - \$6,000**
- **Textbooks - \$10,000**
- **Student Transportation - \$3,000**
- **Travel/Conferences - \$10,000**



Principal's Report – June 4th, 2024

Mr. Shaun Karson



General Information

- **Meetings & Events:**
 - St. Xavier 8th Graders Tour (5/7) - 20 students
 - CMJTS Trades & Health Care Camp - (6/10 - 6/18)

Wright Tech

- **Registration 2024-25** - *please see handout*
- **Student of the Third trimester** - *please see handout*
- **Staffing**
 - **1.0 FTE Construction Technology**
 - **1.0 FTE Cosmetology** - *one round of interviews, but have now reposted*
- **Program Updates**
 - **CEO** - Business Trade Show (5/22) - All 17 students presented their businesses
 - **Construction** - Completion of the student built House
 - **Welding** - Millerbernd has donated the use of high end Welding Equipment
 - Lincoln S350 powerwave multi-process welder \$11,000
 - Lincoln 84 feeder top for welder \$6,000
 - Profax WP-250 welding positioners - \$4,000
 - 1 roll Lincoln .045 L56 wire - \$250
 - Tweco spraymaster Mig gun - \$500

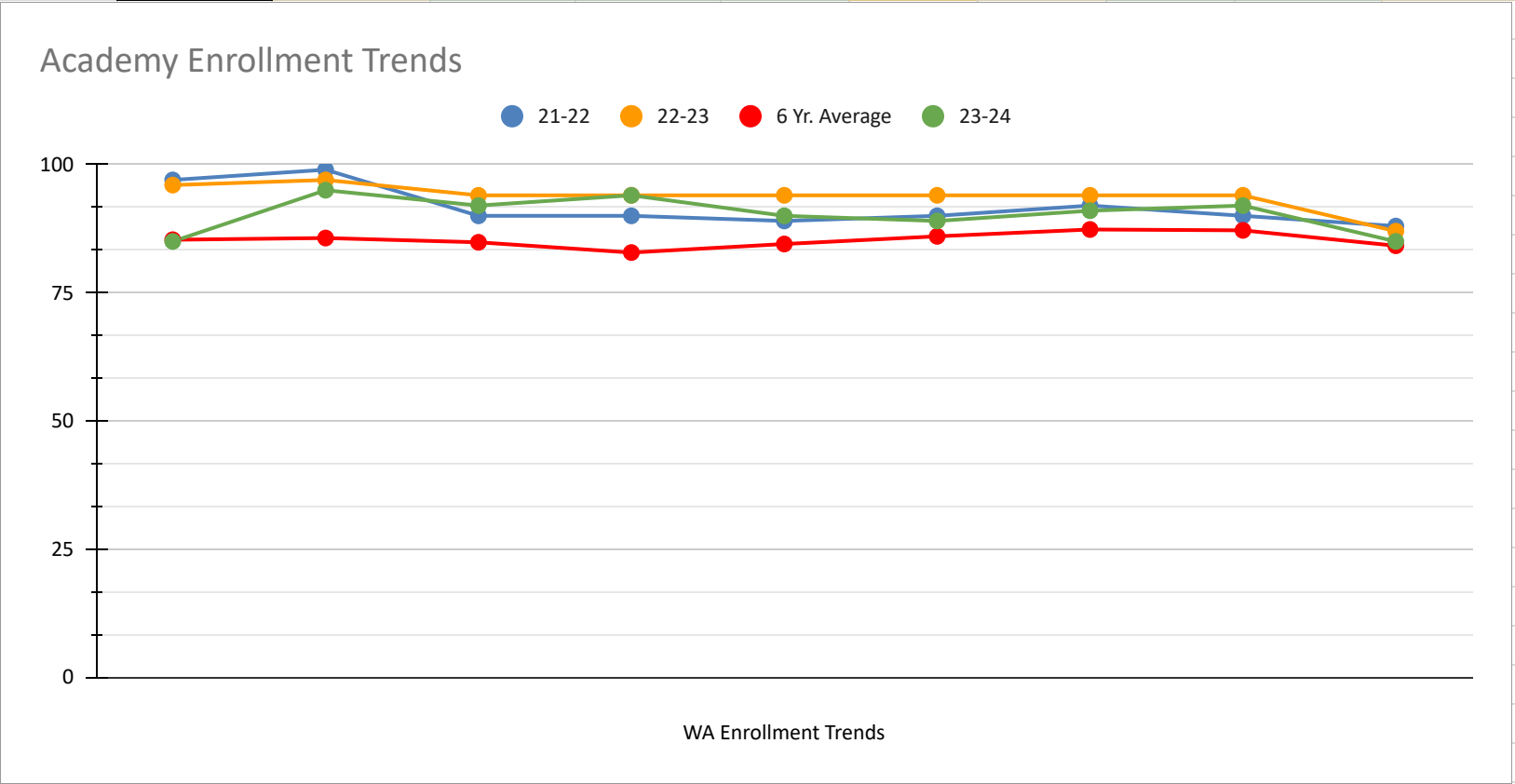
Millerbernd has sponsored the WTC welding program for years and keeps the welding program going full steam ahead. Thanks to Millerbernds steel donation each year, the program is able to operate at a high level.

Wright Academy

- **Enrollment = 85 Students Day School**
 - **High School** = 80 Students
 - 18 Graduates for the year - Possibly 8 more finishing in Summer School
 - **Middle Level** = 5 Students
- **Summer School (6/12 - 7/12)** - No School 6/19
 - *Enrollment is very light, as of (5/30) only 40 students have registered*
 - **Day School** - 2 weeks of English & 2 weeks of Social Studies
 - **Independent Study** - Mondays & Tuesdays - 4 days each
- **Staffing**
 - **Open Postings** - 1.0 FTE Math
- **Student Support & Engagement - PBIS Activities**
 - **End-of-the-Year Events**
 - Activity Day (5/28)
 - Pulaski Park CookOut (5/29)
 - Bowling (5/30)

ALC/GEN/SPED Enrollment Trends

WA Enrollment Trends		Sept	Oct	Nov	Dec	Jan	Feb	March	April	May/June
	2017-2018	85	87	83	80	90	90	93	99	99
Day School Only	2018-2019	84	83	88	80	86	89	84	85	80
	2019-2020	83	75	78	75	73	74	78	77	77
	2020-2021	67	73	76	78	75	79	83	78	74
No IS or NS	2021-2022	97	99	90	90	89	90	92	90	88
	2022-2023	96	97	94	94	94	94	94	94	87
	6 Yr. Average	85	86	85	83	84.5	86	87	87	84
	2023-2024	85	95	92	94	90	89	91	92	85



Wright Technical Center, ISD 966
Brian Koslofsky, Executive Director
Director's Report
May 7, 2024

1. General Information

- a. From the superintendents on May 29, we reviewed the FY24 Final Revised and the FY25 Prelim Budgets. Our next scheduled meeting is Aug. 14 with the Business Managers/Finance Directors. We have already begun the conversation of a potential Fund Balance Stabilization Aid dependent on the FY24 Audit.
- b. I have requested that WTC be added to the list in hopes of joining the statewide coalition for a DOE Renew America's Schools grant. I applied last year but unfortunately, we were not selected as a recipient. Maybe, though our involvement with the state coalition the outcome will be different.
- c. Mn Housing is offering grants up to \$100,000 to public schools. Funds can be used for expenses directly related to construction - such as building materials and supplies, as well as subcontractors who help build the house. The house you and your students build must be sold to a person who meets their income guidelines.
- d. With the close of the 2024 Legislative session, the bonding bills did not make it to the finish line. All local projects, including ours, were included in the \$330M available which will remain unspent. When the Legislatures return for the 2025 session next January, we will ask, once again. Maybe the third time will be the charm.

2. Finance

- a. The approval of the Long Term Facility Maintenance levy that member districts levy for us on our behalf will provide additional dollars for facilities beginning with the 25-26 school year. The financial challenges we have faced, due to aging facilities, will improve with the additional revenue for facility repairs.
- b. We have received a very favorable quote for 100 Chromebooks from Paumen Computer Services for \$105 each. This will provide replacements for the Law computers and update Chromebook Carts. This is budgeted as a capital expense.
- c. Big Lake Schools has offered student chairs and desks as well as technology equipment they are replacing from a grant that they received. This will save additional dollars needing to be spent from capital.
- d. Review of Academy Finance Trends

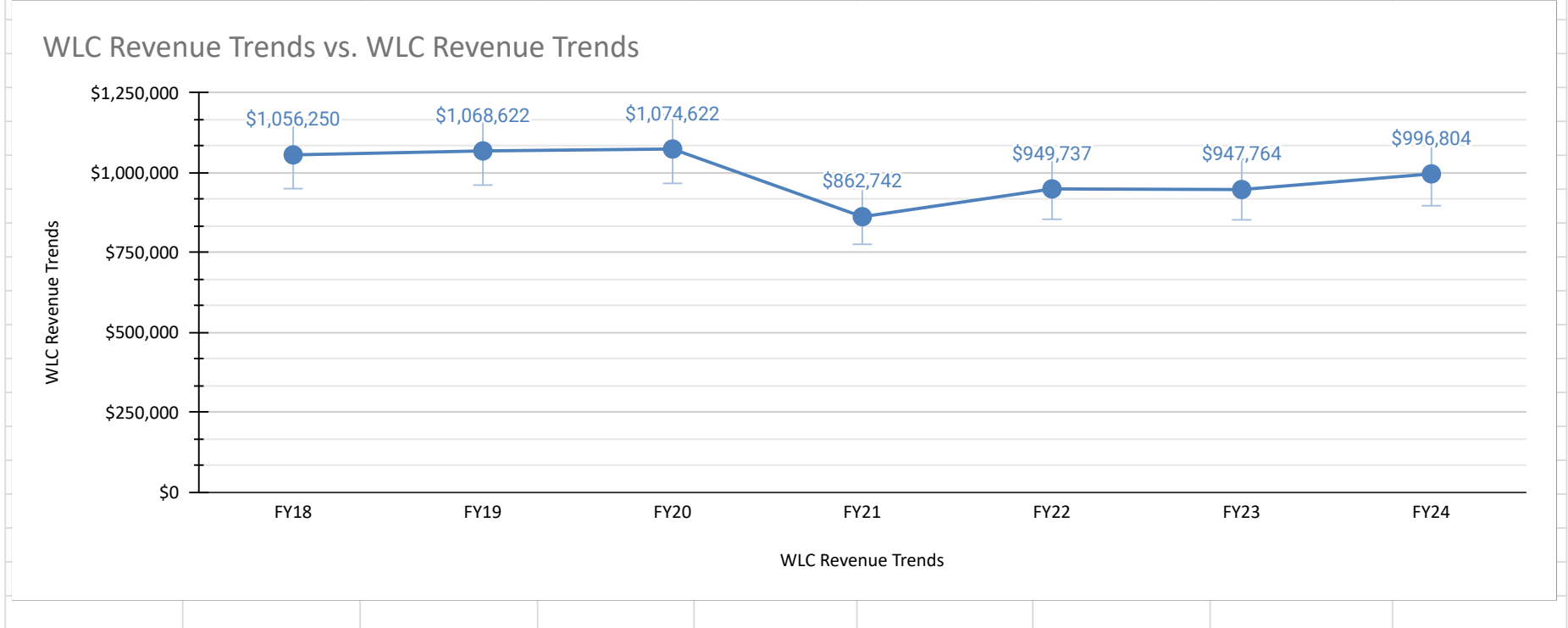
3. Facilities

- a. RTU # 6, over Cornerstones which was replaced in 2021 needs one of two compressors replaced. I'm waiting for an estimate for repairs.
- b. The summer routine of preparing for the 24-25 school year will look different this summer. We will be going through each room doing repairs, a deeper cleaning and touch ups rather than the main floor sanding and waxing.

Trend Data

ESTIMATED Based on FY22 & FY23 Average for May/June Academy Billing.

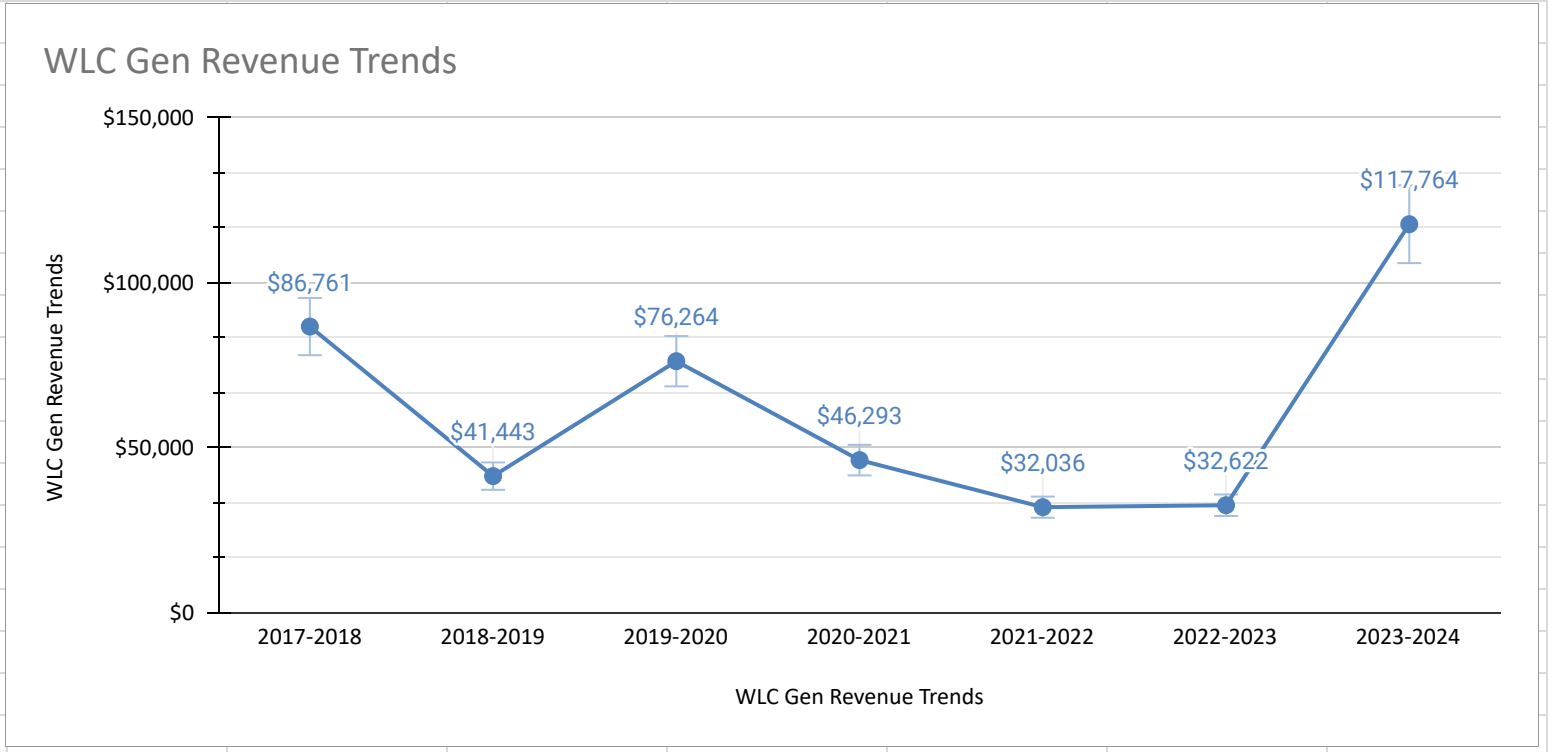
WA Revenue Trends	FY18	FY19	FY20	FY21	FY22	FY23	FY24
	\$1,056,250	\$1,068,622	\$1,074,622	\$862,742	\$949,737	\$947,764	\$996,804



Trend Data

Compensatory Revenue Increase

WLC Gen Revenue Trends	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
	\$86,761	\$41,443	\$76,264	\$46,293	\$32,036	\$32,622	\$117,764

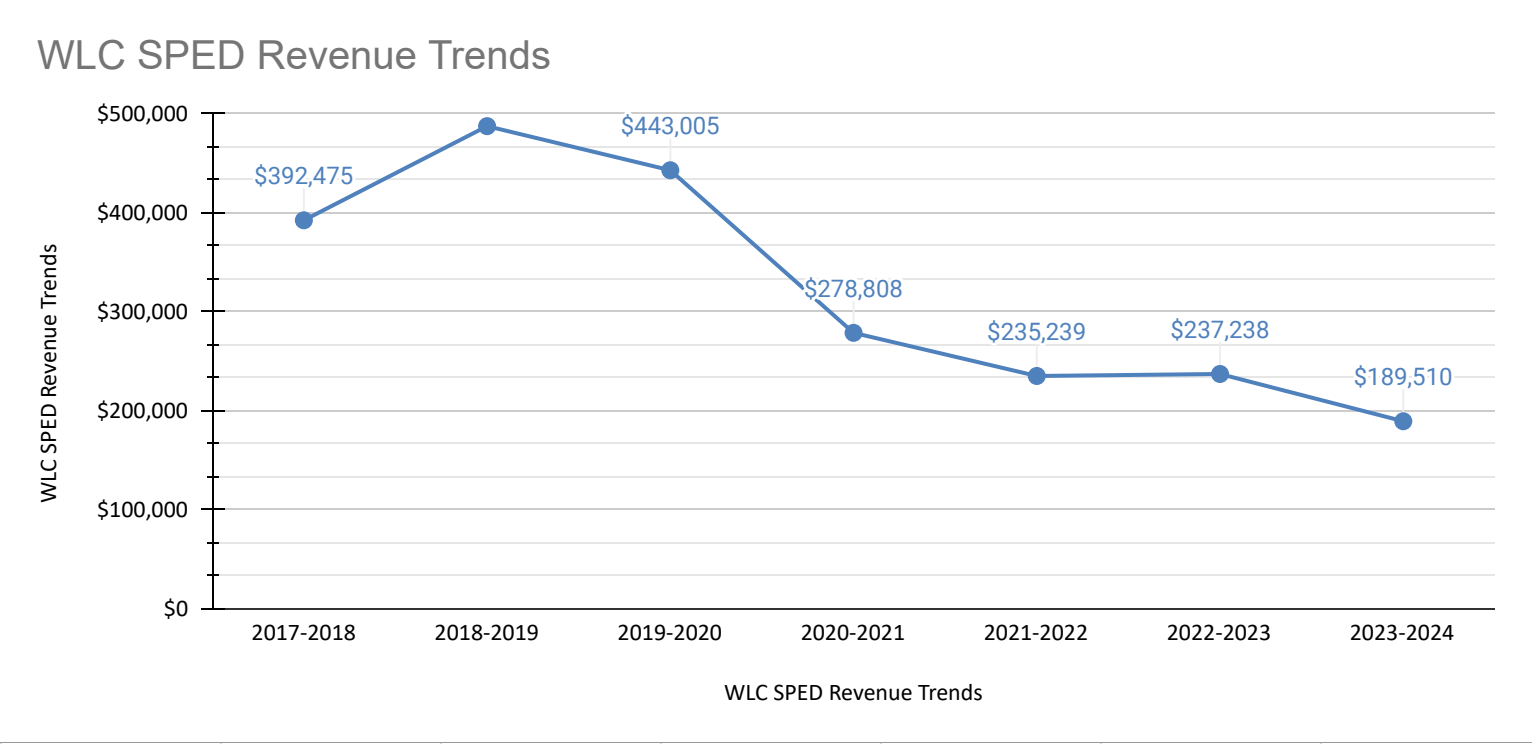


Compensatory Revenue is calculated on the concentration of students identified as free and reduced-price meals eligible as compared to the number of pupils in the school on October 1.

Trend Data

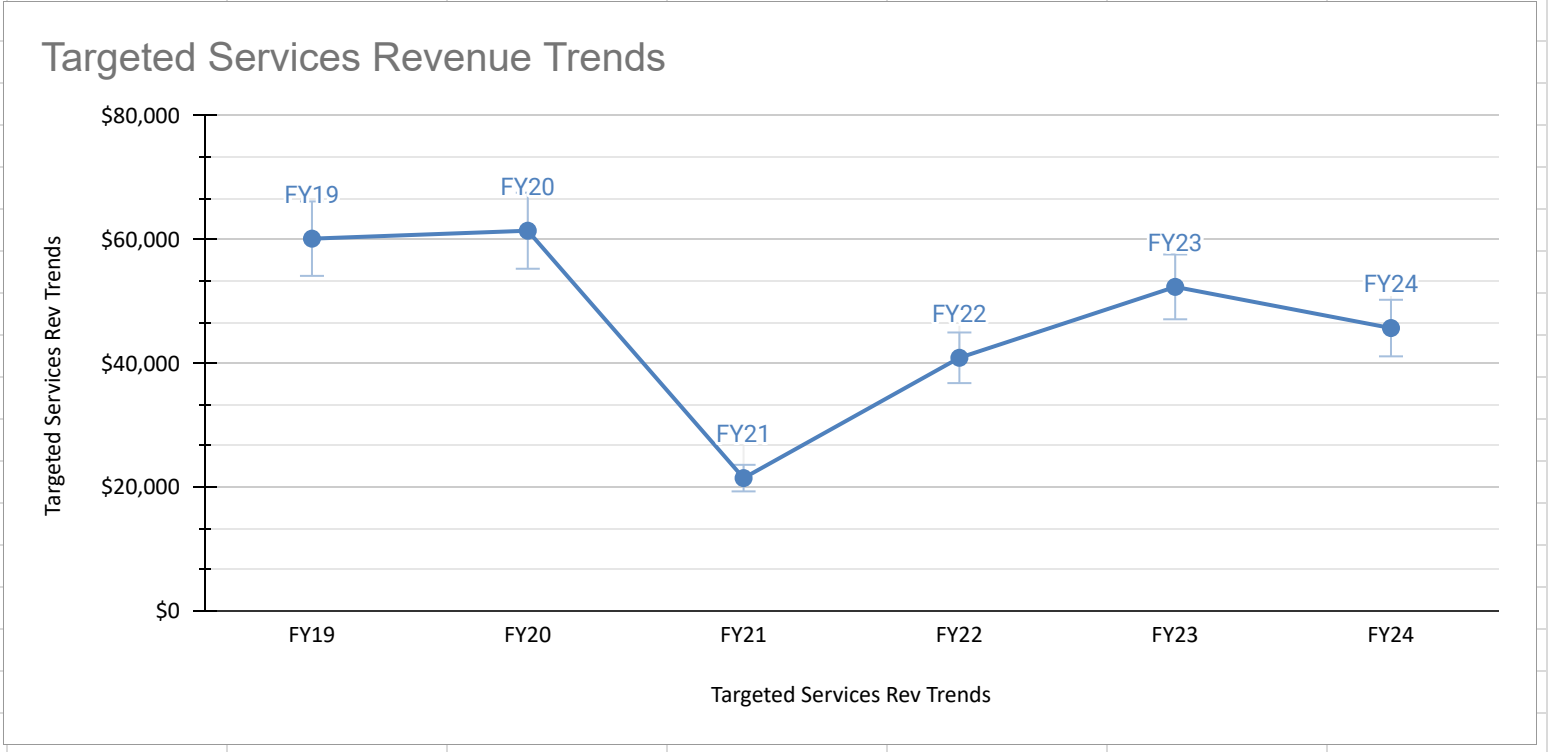
Decrease in Special Ed Population

WLC SPED Revenue Trends	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
	\$392,475	\$487,552	\$443,005	\$278,808	\$235,239	\$237,238	\$189,510
Trans/Disbl Billing				\$259,337	\$270,015	\$138,075	
	\$392,475	\$487,552	\$443,005	\$538,145	\$505,254	\$375,313	



The Extended Time Revenue hasn't increased in over seven years. Schools have also had a difficult time finding teachers that are willing to teach TS.

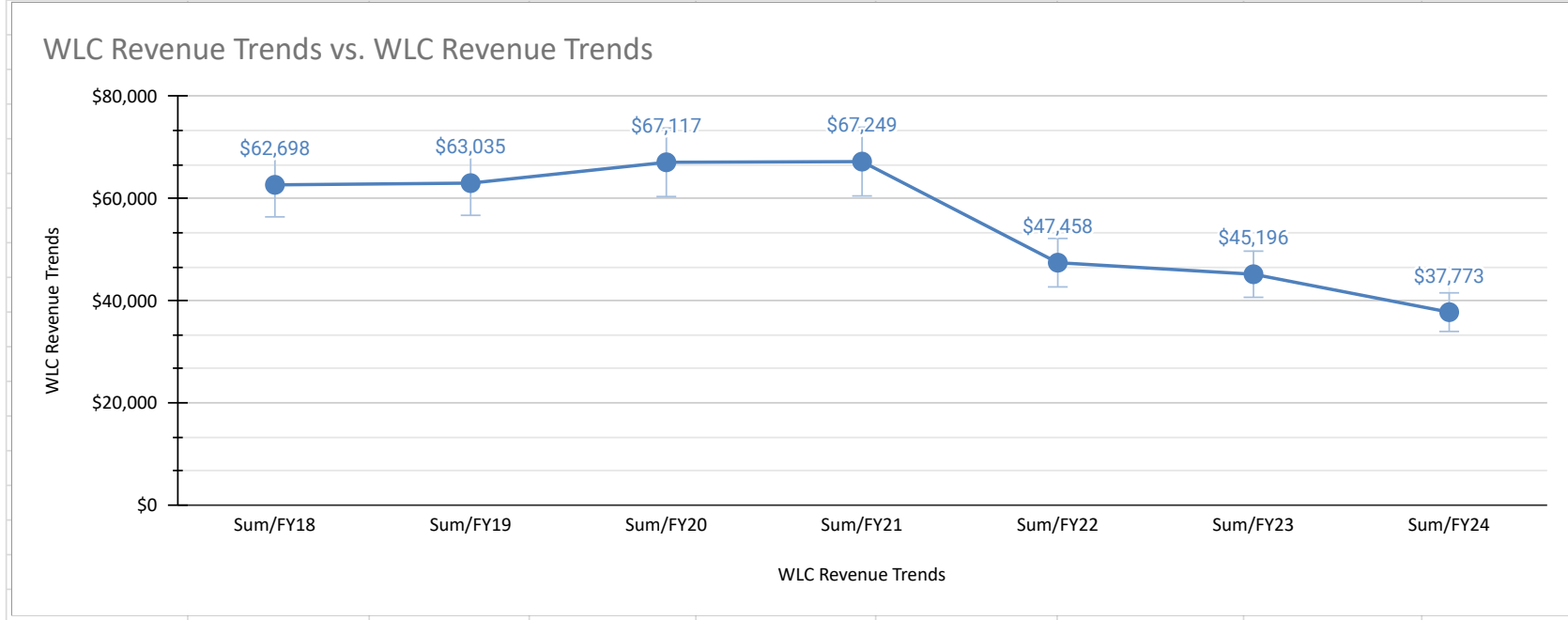
Targeted Services Revenue Trends	FY18	FY19	FY20	FY21	FY22	FY23	FY24
	\$60,379	\$60,152	\$61,434	\$21,459	\$40,901	\$52,359	\$45,704
	3 Yr. Ave.		\$60,655				
				\$39,196	\$19,754	\$8,296	\$14,951



Trend Data

Summer school enrollment continues to decline. Schools are providing more online opportunities for their students.

WLC Summer School	Sum/FY18	Sum/FY19	Sum/FY20	Sum/FY21	Sum/FY22	Sum/FY23	Sum/FY24	Sum/FY25
Revenue Trends	\$62,698	\$63,035	\$67,117	\$67,249	\$47,458	\$45,196	\$37,773	?



MEMORANDUM OF UNDERSTANDING

BETWEEN

Wright Technical Center Governing Board, ISD 966

AND

Wright Technical Center Federation of Teachers, Local #3780

WHEREAS the district and the union agree that the current collective bargaining agreement between the parties governs terms and conditions of employment; and

WHEREAS recruitment of employees and retention of employees needs to be addressed to ensure public health and staff and student safety; and

WHEREAS the need to increase salaries and benefits to be competitive in hiring new employees and retain current employees;

NOW THEREFORE, be it resolved; the following language supplements the language in the collective bargaining agreement between the parties for the 2023-2025 master Agreement.

Section 6.2 Total Package

Subd. 6.2.1 Determining Total Package: During the 2023-25 master contract negotiations, the total package percent increase shall be determined by using the average of six (6) of eight (8) member districts to settle their respective contracts by eliminating the highest and lowest percentages for this contract only.

For Wright Technical Center Board

Handwritten signatures of Jennifer M. Mealey and Susan A. Lee

Dated: 5-15-24

For Wright Technical Center Federation

Handwritten signatures of Russ [unclear] and Scott Zehrad

Dated: 5-15-24

**SUMMARY OF 2023-2025
NEGOTIATIONAL ITEMS**

June 4, 2024

A tentative agreement has been reached.

Below is a summary of the financial package:

	2022-23	2023-24	2024-25
	Base	Projected	Projected
Faculty Salaries	1,382,414	1,467,186	1,556,713
Co-Curricular Salaries	4,143	6,436	6,773
Benefits	315,481	310,256	324,934
FICA & TRA	210,063	223,254	236,868
Total	1,912,101	2,007,131	2,125,288
Percentage Increase		4.97%	5.89%

Over a 2 year period, this is a 10.86% increase.

Below is a summary of the language modifications:

**ARTICLE 4
SCHOOL DISTRICT RIGHTS**

Section 4.1 Inherent Managerial Rights: The exclusive representative recognizes that the School District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection, direction, and number of personnel. **Terms and conditions shall be subject to the provisions of the M. S. § 179A.03, Subd. 19. Any changes to MN statute will automatically be in effect.**

**ARTICLE 5
TEACHER RIGHTS**

Section 5.8 Teacher Licensure: All teachers are required to maintain a copy of their valid teaching license on file with the School District Office. A teacher may drop a certification on their license if they have not taught for the School District in the area of certification for the preceding five-year license period. Violation of this provision shall be deemed to be insubordination and grounds for termination of the teacher's individual contract under Minn. Stat. §122A.40.

Section 5.9 Resignation and Retirement Notice: Except for an emergency, any teacher desiring to resign at a time not specifically authorized by Minn. Stat. Ch. 122A (April 1) shall submit to the Human Resources Office a resignation and request for release from contract not less than forty-five (45) days prior to the date on which the release is to be effective. A release from the contract will be granted at the discretion of the School District.

ARTICLE 6 BASIC SCHEDULES AND RATES OF PAY

Section 6.2 Total Package

Subd. 6.2.1 Determining Total Package: For the 23-25 contract only, the total package percent increase shall be determined by using the average of the first six (6) ~~seven (7)~~ of eight (8) member districts, dropping the highest and lowest. ~~to settle their respective contracts.~~ For the 2023-2024 Agreement only, the total package percentage increase shall be ~~8.58% (2.69% & 5.89%)~~ 10.86% (4% & 5.5%).

Section 6.4 Lane Change: A lane change shall be earned by completing 180 clock hours of pre-approved activities as follows.

Subd. ~~6.4.5~~ 6.4.1 Prior Approval: In order to be considered for payment, all clock hours must be approved by the Director, in writing, prior to taking any course, attending any workshop, or engaging in any work-experience program.

Subd. 6.4.1 Subd. 6.4.2 Credit Categories: Credit categories shall be as follows:

- a. one (1) semester credit equates to eighteen (18) clock hours.
- b. one (1) clock hour of a non-credit class equates to one (1) hour.
- c. ~~ten (10)~~ six (6) clock hours of work experience equates to one (1) clock hour.

Subd. ~~6.4.2~~ 6.4.3 Germane: Hours to be considered for a lane change must be germane to the teaching assignment as determined by the administration. Hours not approved can be challenged through the ~~meet and confer~~ grievance process. Hours to be considered for a lane change cannot be earned while a teacher is being paid by the School District during professional leave or other assignments.

Subd. ~~6.4.3~~ 6.4.4 Method: Upon accumulation of 180 hours, a teacher shall be eligible for a lane change. An individual teacher is only eligible for one (1) ~~shall not advance more than two~~ lane change progressions in any one school year per fiscal year.

Subd. ~~6.4.4~~ 6.4.5 Effective Date: Application for lane change must be submitted to the Director's Office no later than September 15th or February 1st of each year. The change will be reflected on the first payroll period of the following month.

Sub. 6.4.6 Teachers hired after May 2, 2024 are also limited to a maximum of one lane change per school year for any post-Master's graduate lane changes (i.e. MA to MA 10, MA 10 and MA 20).

Section 6.7 Career Increment:

Subd 6.7.1 Eligibility: ~~Effective with the 22-23 contract year,~~ Any teacher who has taught 15 and 20 years of full-time teaching service in the school district shall be eligible (refer to Appendix D for placement on the salary schedule). The Career Increment is only paid on the anniversary year and not each year thereafter.

21-22 Career Increment -	Year 15 = 3%	Year 20 = 5%	Year 25 = 7.5%
22-23 23-24 Career Increment -	Year 15 = 4%	Year 20 = 6%	
24-25 Career Increment -	Year 15 = 4%	Year 20 = 6%	

ARTICLE 8 GROUP INSURANCE

Section 8.7 Retiree Health Insurance:

Subd 8.7.1. Eligibility: Any teacher who was hired on or before July 1st, 2021, and who has at least 14 years of full-time teaching service in the school district, is 55 years of age or older, and has retired from the teaching profession shall be eligible to remain in the school district's group health insurance plan.

~~**Subd. 8.7.2 MSRHSA:** After July 1st, 2021 all teachers may contribute to Minnesota State Retirement Health Saving Account which shall be automatically set up by the school district. How do we fix it for staff hired after July 1st, 2021~~

Subd. 8.7.32 Termination: A teacher who is terminated by action of the Governing Board is not eligible for this benefit.

Subd. 8.7.43 Duration: The Governing Board shall contribute 50% of the yearly premium cost of single health and hospitalization coverage for teachers hired before July 1, 2012. Eligibility for this program shall terminate after 96 months or when the retired teacher becomes eligible for Medicare coverage.

Subd. 8.7.54 School District Contribution: Teachers hired on or after July 1, 2012 will receive the locked rate of 50% of the premium of single health and hospitalization coverage at the time of retirement for the next 84 months or until a teacher becomes eligible for Medicare coverage.

ARTICLE 9 LEAVES OF ABSENCE

Section 9.1 Professional Leave: ~~Professional~~ Leave may be used for: sick leave, routine care, bereavement, emergency and family, special event leave.

Subd. 9.1.1 Professional Leave: All full-time Teachers new to the District will be credited with one year ~~professional~~ leave allowance of 13 days upon completion of their first day of full teaching service. A part-time teacher shall earn a prorated amount.

a. **Accrual:** All teachers shall accrue ~~professional~~ leave at a rate of 13 days per year.

Subd. 9.1.2 Sick Leave: Sick leave with pay shall be allowed by the Governing Board at the discretion of the Director or his/her designee whenever a teacher's absence is found to have been due to the teacher's or other personal significant relationship's injury or illness. Sick leave being taken for an employee's or other personal significant relationship's personal illness may require a physician's note after 3 consecutive days per incident **unless using ESST**. Sick leave will also be allowed for the teacher or other personal significant relationship to provide or receive assistance because of sexual assault, domestic abuse, **mental or physical illness, treatment, preventative care, or stalking or closure of the employee's place of business due to weather or other public emergency or an employee's need to care for a family member whose school or place of care has been closed due to weather or other public emergency**. If an employee is absent for personal illness in excess of three consecutive days, the school district may require that the illness be certified by the attending physician and permission given by the physician for the employee to return to work. **Additional provisions pertaining to ESST (Earned Safe and Sick Time) shall be subject to the provisions of the M. S. § 181.9447.**

Subd. 9.1.4 Bereavement Leave: Five (5) days of paid time off per incident shall be allowed for death in the teacher's family or other personal significant relationship. Bereavement leave will be deducted from available ~~professional~~ leave. When practicable, teachers shall submit requests one (1) day prior to the leave through the district's on-line leave request system. Additional bereavement days may be granted with approval from the Executive Director.

Subd. 9.1.5 Emergency Leave: Emergency leave with compensation may be granted at the discretion of the Director or his/her designee. An emergency will be defined as a crisis over which the individual has no control, and cannot be attended to during non-school hours. The employee will be required to state the reason for the leave. Emergency leave will be deducted from available ~~professional~~ **sick** leave. When practicable, teachers shall submit requests one (1) day prior to the leave through the district's on-line leave request system.

Subd. 9.1.7 Unused Professional Sick Leave: Unused ~~professional~~ **sick** leave days may accumulate to a maximum credit of 130 days of ~~professional~~ **sick** leave per teacher. Teachers who complete a minimum of 10 years of teaching service in the School District are eligible to accumulate 131 days of ~~professional~~ **sick** leave. Teachers who complete a minimum 15 years of teaching service in the School District are eligible to accumulate 132 days of ~~professional~~ **sick** leave. In the case of

serious and prolonged illness, the Governing Board may grant additional time.

Section. 9.2 Sick Leave Bank: The purpose of the Sick Leave Bank is to provide additional professional sick leave to teachers who have exhausted their personal and sick leave and have a catastrophic accident, injury, or serious recurring illness of the employee or family member necessitating an extended absence. "medical emergency," defined as "a medical condition of the employee or family member of the employee that will require the prolonged absence of the employee from duty and will result in a substantial loss of income to the employee because the employee will have exhausted all paid leave otherwise available."

Subd. 9.2.2 Administration:

The sick leave bank will be administered in the following ways.

1. An employee must apply for benefits under the sick leave bank by completing the correct application form.
2. The leadership sick bank committee, composed of one administrator, HR director, and 3 contributing members will review applications for processing and approval by simple majority. All applications shall be reviewed within 5 business days. Applicants shall be notified upon committee determination.
3. When the sick leave bank falls below 50 days, staff will be notified and a request to donate additional days to the sick bank shall be sent to staff,
4. Teachers that wish to contribute to the sick leave bank must do so at the beginning of the school year and/or upon request. (See above)
5. Teachers that have accumulated the maximum amount of professional leave and choose to contribute must do so at the beginning of the year prior to receiving the professional leave buy back.
6. The accrued sick leave days are not limited to the current contract. The accumulation will continue until at which time the language in the contract is modified.

Subd. 9.3.1 Restrictions:

a. Teachers will avoid taking professional leave days unless approved by the director. Personal leave will be granted on a first come first need basis on these occasions:

- During or on in-service days
- During parent/teacher conferences
- During the first and last five (5) student contact days

b. Teachers that have submitted their intent to retire by April 1 of the current school year may be exempt from attending the end of the year in-service.

c. Teachers who have already completed the training offered for staff development, and can show evidence of completion, will be exempt from attending that particular training. They can complete other duties on site in lieu of that training.

ARTICLE 10 403(b) ANNUITY MATCHING CONTRIBUTION PLAN

Section 10.2 School District Match Contribution: The School District will make a matching contribution for a full-time continuing contract status teacher toward an approved matching annuity plan subject to the requirements of M.S.356.24 in an amount not to exceed the following:

<u>Years of Service</u>	<u>Maximum School District Matching Contribution</u>
<u>Continuing Contract</u>	
● through 6th year	\$550.00
● 7th through 10th year	\$800.00
● 11th through 14th year	\$1,000.00
● 15th year +	\$1,250.00

Section 10.3 Sick Days Buy Back: Unused sick leave days earned over 130 days are eligible for the district's sick leave buy-back. The accumulated sick days will be purchased back by the district at the rate of sub pay according to the following chart:

- 42 days = 1 day of district sub pay
- 8 days = 2 days of district sub pay
- 12 days = 3 days of district sub pay

Employees must have a 403(b) plan or establish one to participate. Payment for unused sick leave will be placed annually in the teacher's 403(b) plan. Sick day buy back amounts are in addition to the districts matching contribution.

ARTICLE 14 GRIEVANCE PROCEDURE

~~**Section 14.7 Denial of Grievance:** Failure by the Governing Board or its representative(s) to issue a decision in writing within the time periods provided shall constitute a denial of the grievance and the teacher may appeal it to the next level.~~

Section 14.87 Arbitration Procedures: In the event that the teacher and the Governing Board are unable to resolve any grievance, the grievance may be submitted to arbitration as defined in this article:

Subd. 14.87.1 Request: A request to submit a grievance to arbitration must be in writing, signed by the aggrieved party, and such request must be filed in the office of the Director within 10 days following the decision in "Level III" of the grievance procedure.

Subd. 14.87.2 Prior Procedure Required: No grievance shall be considered by the arbitrator which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 14.87.3 Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within 10 days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no Agreement on an arbitrator is reached, either party may request the Minnesota Bureau of Mediation Services (BMS) to appoint an arbitrator, pursuant to P.E.L.R.A, providing such request is made within 20 days after request for arbitration. The request shall ask that the appointment be made within 30 days after the receipt of said request. Failure to agree upon an arbitrator or the failure to request an arbitrator from the BMS within the time periods provided in this article shall constitute a waiver of the grievance.

Subd. 14.87.4 Hearing: The grievance shall be heard by a single arbitrator, and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written argument relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 14.87.5 Decision: The decision by the arbitrator shall be rendered within 30 days after the close of the hearing. Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by P.E.L.R.A.

Subd. 14.87.6 Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript or recording, if requested by either or both parties and any other expenses which the parties mutually agree are necessary for the conduct of the arbitration. However, the party ordering a copy of such a transcript shall pay for such a copy.

Subd. 14.87.7 Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment contained in this written Agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance over the terms of the grievance and arbitration procedure as outlined in this article; nor shall jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include but are not limited to such areas of discretion or policy as the functions and programs of the School District, its overall budget, utilization of technology, the organizational structure, and selection, direction, and number of personnel. In

considering any issue in dispute, the arbitrator's order shall give due consideration to the statutory rights and obligations of the School District to manage and conduct its operations within the legal limitations surrounding the financing of such operations.

Salary Schedule Improvement:

Steps, Lanes, Longevity and **4.00%** schedule improvement in 2023-24

Steps, Lanes, Longevity and **4.83%** schedule improvement in 2024-25

Appendix A 2021-22 2023-24 Salary Schedule

2021-2022 2023-2024 School Year

LANE	1	2	3	4	5	6	7
STEP	BA or Voc	BA+10 or +180 Hrs	BA+20 or +360 Hrs	BA+30 or + 540 Hrs	MA or +720 Hrs	MA+10 or +900 Hrs	MA+20 or +1080 Hrs
1	43,090	44,200	45,274	46,469	48,096	49,513	50,974
2	44,090	45,264	46,403	47,651	49,371	50,943	52,342
3	45,209	46,462	47,678	48,998	50,850	52,350	53,954
4	46,589	47,951	49,278	50,698	52,691	54,285	56,005
5	47,963	49,400	50,805	52,282	54,253	56,060	57,829
6	49,332	50,842	52,329	53,873	55,981	57,834	59,708
7	50,674	52,291	53,890	55,535	57,815	59,661	61,765
8	52,095	53,777	55,453	57,168	59,584	61,435	63,668
9	53,580	55,353	57,112	58,895	61,448	63,363	65,673
10	55,105	57,061	58,897	60,930	63,469	65,465	67,846
11	56,527	58,645	60,547	62,656	65,375	67,413	69,890
12	57,817	60,035	62,037	64,660	67,597	69,796	72,409
13	59,107	61,425	63,527	66,626	69,813	72,217	74,861
14	60,397	62,815	65,017	68,241	71,637	73,685	77,402

Appendix B 2022-23 2024-25 Salary Schedule

2022-2023-2024-2025 School Year

LANE	1	2	3	4	5	6	7
STEP	BA or Voc	BA+10 or +180 Hrs	BA+20 or +360 Hrs	BA+30 or + 540 Hrs	MA or +720 Hrs	MA+10 or +900 Hrs	MA+20 or +1080 Hrs
1	45,172	46,335	47,461	48,714	50,419	51,905	53,436
2	46,219	47,450	48,644	49,952	51,755	53,404	54,870
3	47,392	48,706	49,981	51,364	53,306	54,879	56,560
4	48,839	50,267	51,658	53,147	55,236	56,907	58,710
5	50,279	51,786	53,259	54,807	56,873	58,768	60,622
6	51,715	53,298	54,856	56,475	58,685	60,628	62,592
7	53,122	54,817	56,493	58,217	60,607	62,542	64,748
8	54,611	56,375	58,131	59,929	62,462	64,402	66,743
9	56,168	58,027	59,870	61,740	64,416	66,423	68,845
10	57,767	59,817	61,742	63,873	66,535	68,627	71,123
11	59,257	61,477	63,471	65,682	68,533	70,669	73,266
12	60,610	62,934	65,033	67,783	70,862	73,168	75,906
13	61,962	64,391	66,595	69,844	73,185	75,705	78,477
14	63,314	65,849	68,157	71,537	75,097	77,244	81,141

Appendix C 2023-25 Extra Compensation - Schedule C

	2023-24	2024-25
Non Contract Time - Curriculum Development, Program Improvement, Committee (Leadership)	Steps 1-7 \$27/hr Steps 8-14 \$31/hr	Steps 1-7 \$27/hr Steps 8-14 \$31/hr
Teacher Mentor	\$200 Stipend	\$200 Stipend
Night School	Hourly Rate of Pay	Hourly Rate of Pay
Summer School	Hourly Rate of Pay	Hourly Rate of Pay
Overload: Long-term Additional Class Coverage	Hourly Rate of Pay	Hourly Rate of Pay
Substitute & Short-Term Class Coverage	\$31.92 Step 1, Lane 4	\$33.46 Step 1, Lane 4
Student Professional Organization Pay	\$2,154.50 5% of Step 1, Lane 1	\$2,258.60 5% of Step 1, Lane 1

Appendix D 2023-25 Salary Schedule for Career Increment Eligible Staff

Purpose: This appendix presents a separate calculation for staff who have been with the district for 15 years or more. Such staff will refer to this schedule only and no longer refer to Appendix A and B for their salary schedule.

Calculation: When staff start their 15th and 20th year, they will receive the career increment as stated in Article 6, Section 6.7. On the 15th and 20th year, their new total salary is determined by their current salary, increased by the salary schedule increase, then increased by the career increment. For subsequent years after the 15th and the 20th year, not including the 20th year, the total salary is determined by increasing the total salary of the previous year by the salary schedule increase. Note: The career increment goes into effect on 15th and 20th year; no additional percentage for career increments is received in other years except for the salary schedule increase.

Salary Schedule for Career Increment Eligible Staff:

Staff	2023-24 Total Salary	2024-25 Total Salary
1	84,507	88,589
2	9,824	0
3	71,623	75,082
4	68,624	71,939

This schedule is to be updated every contract to reflect the new year's salary.

Next steps: Faculty voted to approve on 5-30-24. Board action at the June 4th meeting. New contracts issued and retro-pay processed by June 15th, 2024.