

**Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
May 19, 2022 @ 4:30pm**

We believe all children can learn.
We believe a trusting, caring, and nurturing environment must pervade the entire school.
We believe in including as many children as possible in all of the learning opportunities.
We believe all of our actions should be consistent with our purpose and vision.
We believe students should be taught "how" to think, not "what" to think.
We believe the primary purpose of education is to teach children "how" to learn.
We believe children must take responsibility for and be actively involved in their learning.

Per Statute 13D.021 subdivision 1.1:

"The DPS Board Chair has determined that an in-person meeting is not practical or prudent because of a health pandemic."

1. Call to Order and Roll Call –

___ Russ Kennedy, Chair

___ Jim Severson, Vice-Chair

___ Kay Hammer

___ Authorizer (Osprey Wilds): *Nalani McCutcheon*

___ Guest(s):

___ Steven (Sam) Macklay;
Clerk/Treasurer

___ Cody Hanson

___ Sharon Hansen

___ Kari-Ann Schmidt

___ Dan Weisser, Ex-Officio

2. Approval of the Agenda-

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

3. Approval of the April 21, 2022 Minutes-

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

4. Monthly Financial Statement –

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

5. Citizen Participation –

6. REPORTS –

1. Director's Report –

2. Community – (Dan Weisser)

3. Finance – (Russ Kennedy, Jim Severson, Dan Weisser)

4. Academic Committee – (Dan Weisser, Jim Severson, Sharon Hansen)

5. **Environmental Education - (Allie Peterson, Jim Severson, Sharon Hansen)**

7. DISCUSSION ITEMS:

7.1 SCHOOL BOARD TRAINING: NONE

7.2 STAFF SALARIES –

7.2 SUMMER SCHOOL-

8. ACTION ITEMS:

8.1 KAY HAMMER/SCHOOL BOARD RESIGNATION -

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.2 DPS SCHOOL BOARD ELECTIONS -

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.3 DPS/OSPREY WILDS CONTRACT EXTENSION –

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.4 REVISED BUDGET FY 2021-2022 -

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.5 PROPOSED BUDGET FY 2022-2023-

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

8.6 DPS-FARIBAULT PUBLIC SCHOOLS (ISD 656) AGREEMENT FOR VENDED MEALS SY 2022-2023-

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

Our next meeting is scheduled for **June 16, 2022 at 4:30.**

Agenda items:

Board members are requested to check their schedules to confirm this date and time *prior to Adjournment* today.

9. ADJOURNMENT:

Motion: _____ Second: _____ Carried: _____ Failed: _____ Abstain: _____

**Discovery Public School
126 - 8th Street N.W.
Faribault, MN 55021
Regular Meeting
April 21, 2022 @ 4:30pm**

The mission of Discovery Public School of Faribault is to meet the current and future needs of middle and high school students by providing a stable and consistent environment in which each student builds necessary social, academic, personal, and career skills for a satisfying and productive life.

Per MN statute 13D.021 subdivision 1.1: "The DPS Board Chair has determined that an in-person meeting is not practical or prudent because of a health pandemic."

1. **Call to Order and Roll Call:** *The meeting was called to order at 4:30 p.m. by Russ Kennedy. Russ Kennedy (Chair), S. Sam Macklay (Secretary), Dan Weisser (Ex-Officio), Cody Hanson, and Sharon Hansen were present. Jim Severson (Vice-Chair) and Kay Hammer attended remotely, via "Google Meet".*
2. **Approval of the Agenda:** *Russ K. asked for a motion to approve the agenda. Cody H. made a motion to approve the agenda. The motion was seconded by Sharon H. The motion carried (6-0).*
3. **Approval of the March 17, 2022 Minutes:** *Sharon H. made a motion to approve the March 17, 2022 minutes. The motion was seconded by Sam M. The motion carried (6-0).*
4. **Monthly Financial Statement:** *The financial statement was reviewed and discussed by the board. Sam M. made a motion to accept the [As of] March 31, 2022 Financial Statements, as printed in the meeting packet. The motion was seconded by Cody H. The motion carried (6-0).*
5. **Citizen Participation:** None.
6. **Reports:**
 - 6.1 **Director's Report:** Cash on Hand: \$ 184,459.19 Enrollment: 48
 - DPS will plan to complete Adopt a Highway trash clean up in May.
 - DPS donated \$350 to the Leukemia and Lymphoma Society (Pennies for Patients Fundraiser).
 - DPS Graduation will take place at the Paradise Center for the Arts at 5 PM on May 26th. (6 students are expected to walk.)
 - OW is planning a site visit on May 12th and a representative will attend the Board meeting scheduled for May 19th.
 - 6.2 **Community:** No report.
 - 6.3 **Finance:** (Russ K., Jim S., Dan W.) Dan met with Brenda Kes and Travis Berends (Outsourced Controller, School Services). They discussed allocation of ESSER funds, staff salaries, and the effect of lower enrollment on the working budget.

6.4 Academic Committee: (Dan W., Jim S., Sharon H.)

MCA Testing has been completed. Students did about as well as usual. Preliminary results show that the number of students meeting or partially meeting [the standard] is up a little in science but down a little in math and reading.

ACT Testing was completed. Four students took the test. They all tried their hardest and stayed focused throughout the test.

The 9th and 12th grade students toured the Faribault campus of South Central College. Many of the freshmen expressed interest in PSEO. In May, the 11th and 12th grade students will be touring the North Mankato campus of SCC and the Minnesota State, Mankato campus.

NWEA testing will begin on Tuesday, May 3, 2022.

Students on track to graduate has been calculated as of the end of Quarter 3. Our goal for this measure is: *From FY19 to FY21, the aggregate percentage of students in grades 9-12 who will be on-track to graduate will be equal to or greater than 70%. This will be measured by calculating each student's credits at the end of each year, and noting whether or not they will be able to earn 22.5 credits by the end of senior year.* Currently we have 83.3% (25/30) of high school students on track to graduate. If this holds, we will exceed our expectations for this goal.

6.5 Environmental Education: (Alli P., Jim S., Sharon H.)

Students in our MN Natural History class were studying how the indigenous people in MN tapped maple trees to make syrup. Sharon Hansen helped the students tap the maple trees in front of the school and make a small amount of maple syrup. The class celebrated by making pancakes to use their maple syrup. Some of the students commented that they wanted to try making maple syrup at home. They were surprised that it was so easy to make.

Seniors and freshmen hope to clean the highway again in May for Adopt-a-Highway.

The aquaponics project is doing well. Plants are growing nicely, and the cucumbers are blooming already. Students will need to address pollination to make sure their plants produce fruit, as there are no pollinators inside the school building. They will also be building a trellis for the cucumbers to climb.

Final assessments for our ELP strategies will be completed soon.

7. Discussion Items:

7.1 School Board Training: The Board discussed the OW Sounding Board article "What Boards Need to Know About Academics" that was printed in the SB packet.

7.2 DPS School Board Election (April 28, 2022 through May 19, 2022): The Board reviewed the ballot that is printed for the election to fill two open seats on the Board. Russ Kennedy and Kari-Ann Schmidt have both agreed their nominations to serve another term. Kari-Ann pointed out that since her son is graduating during her next term, she won't technically be a parent of a student (but *will* be a community member). Dan will check the by-laws about the required make-up of the Board.

7.3 Teacher Salaries: The Board reviewed the proposed salaries and wages for returning employees. (Science teacher Allie Peterson informed Dan that she will not be returning next school year.) Dan emphasized that we need to keep our staff. Each employee will receive (an approx.) \$1000 increase in their annual pay plus a \$1000 COVID-19 Retention Stipend, to be paid on September 1st (from ESSER funds).

8. Action Items:

8.1 DPS Insurance Renewal: The Board reviewed and discussed the proposed insurance renewal prepared by Grant S. Wilson, representing Heartman Insurance. *Sharon H. made a motion that we renew our Package insurance policy (including Umbrella coverage, comprehensive Auto coverage, and Worker's Compensation) for a total cost of \$12,282. The motion was seconded by Cody H. The motion carried (6-0).*

8.2 DPS 2022-2023 School Calendar: The Board reviewed the proposed calendar (printed in the meeting packet). Sharon noted that it basically followed the Faribault (ISD #656) calendar, due to shared bus transportation and food service. The proposed calendar has a built-in cushion of 6 instructional days that might be lost for snow or unforeseen circumstances. *Cody H. made a motion that we adopt the Discovery Public School 2022-2023 School Calendar as printed in the meeting packet. The motion was seconded by Sam M. The motion carried (6-0).*

8.3 Indigo Education Contract 21-22 SY (SPED Director): Dan reported that he is very satisfied with the work of our special education director, Kori Ryan. The Board reviewed the contract (included in the meeting packet). The cost (maximum \$18,900) is a 5% increase over last year. *Kay H. made a motion that we accept the DIRECTOR OF SPECIAL EDUCATION PROFESSIONAL SERVICES AGREEMENT BETWEEN INDIGO EDUCATION AND DISCOVERY PUBLIC SCHOOL OF FARIBAULT, commencing on July 1, 2022 and expiring on June 30, 2023. The motion was seconded by Cody H. The motion carried (6-0).*

8.4 Strategic Staffing Solutions Contract (Speech Pathologist): The Board reviewed the Service Agreement (printed in the meeting packet). The estimated cost will be \$10,800. *Sam M. made a motion that Discovery Public School of Faribault enter into an agreement with Strategic Staffing Solutions to provide a Licensed Speech Language Pathologist for service to students identified, from July 1, 2022 through June 30, 2023. The motion was seconded by Cody H. The motion carried (6-0).*

8.5 Strategic Staffing Solutions Contract (Occupational Therapist): The Board reviewed the Service Agreement (printed in the meeting packet). The estimated cost will be \$5,112. *Cody H. made a motion that Discovery Public School of Faribault enter into an agreement with Strategic Staffing Solutions to provide a Licensed Occupational Therapist for service to students identified, from July 1, 2022 through June 30, 2023. The motion was seconded by Sharon H. The motion carried (6-0).*

8.6 Strategic Staffing Solutions Contract (DAPE Teacher): We are required to have a Developmental Adapted Physical Education Teacher for one or more of our Special Education students. The Board reviewed the Service Agreement (printed in the meeting packet). The estimated cost will be \$2,484. *Cody H. made a motion that Discovery Public School of Faribault enter into an agreement with Strategic Staffing Solutions to provide a Licensed DAPE Teacher for service to students identified, from July 1, 2022 through June 30, 2023. The motion was seconded by Sharon H. The motion carried (6-0).*

8.7 School Psychologist Contract: Dan reported that Gayle Reuvers has been very helpful this year. The Board reviewed the School Psychologist Contract (printed in the meeting packet). The cost is \$80/hour, not to exceed \$35,000 without Board approval. *Cody H. made a motion that Discovery Public School of Faribault enter into an agreement with Gayle Reuvers, School Psychologist, to provide services and evaluation as identified by the Child Study and IEP teams, from August 15, 2022 through June 15, 2023. The motion was seconded by Sharon H. The motion carried (6-0).*

9. Adjournment: The next Regular Board Meeting is scheduled for May 19, 2022 at 4:30pm. *Russ K. made a motion to adjourn the meeting. The motion was seconded by Cody H. The motion carried (6-0).*

Respectfully submitted: Sam Macklay, Secretary



Discovery Public School of Faribault #4081
Faribault, MN

Financial Statements

As of April 30, 2022

Prepared by:
Travis Berends
Outsourced Controller,
School Services

Discovery Public School of Faribault

April 2022

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Management has elected to omit substantially all disclosures, government-wide financial statements and required supplementary information.

No CPA provides any assurance on these financial statements

Discovery Public School of Faribault
Faribault, Minnesota
April 2022 Financial Statements
Executive Summary

Summary of Key Financial Indicators

- * Average Daily Membership (ADM) Overview –
 - Original Budget: 55 ADM
 - Working Budget: 48 ADM
 - Actual: 48 ADM
- * The school has a budgeted surplus for the year of \$6,880. A projected cumulative fund balance of \$256,660 or 27.3% of expenditures at fiscal year-end.
- * The school has a working budgeted deficit for the year of \$32,467. A projected cumulative fund balance of \$216,966 or 22.7% of expenditures at fiscal year-end.
- * Projected Days Cash on Hand for the projected fiscal year-end is 63 days. Above 30 days meets best practices.

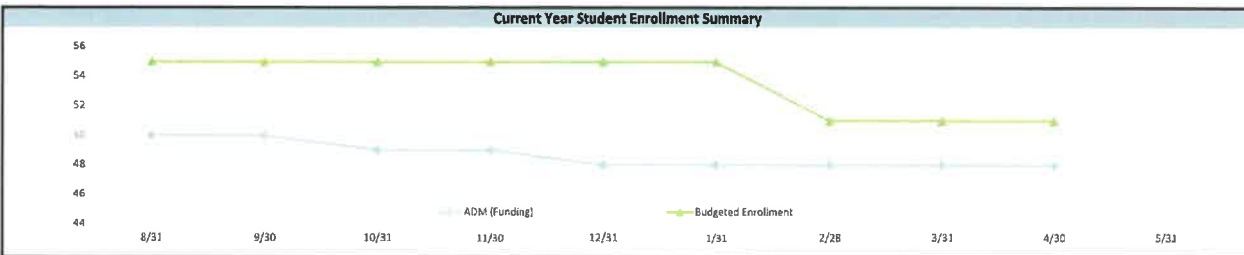
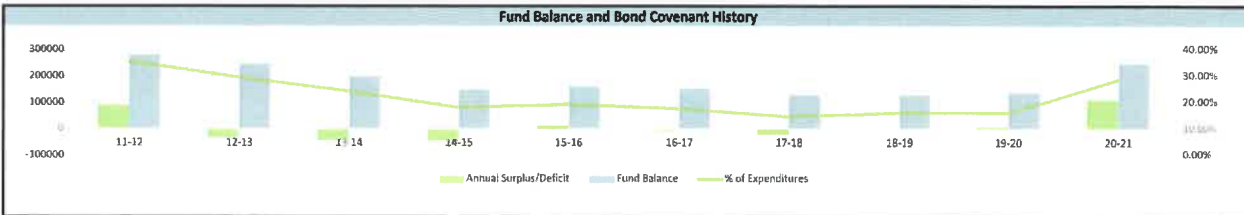
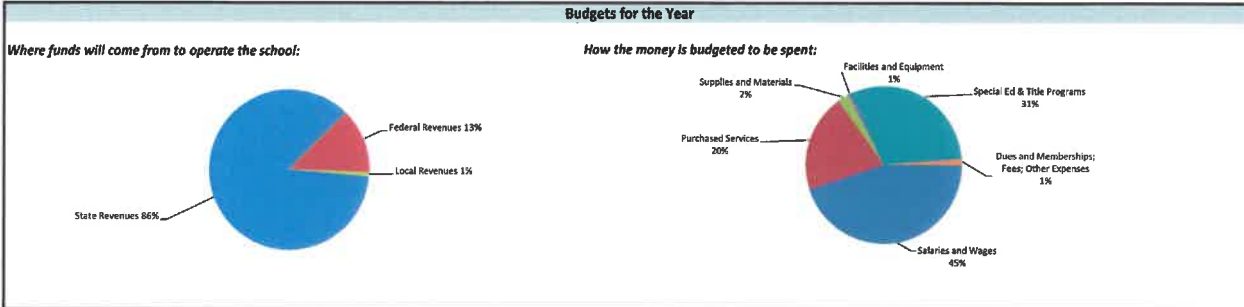
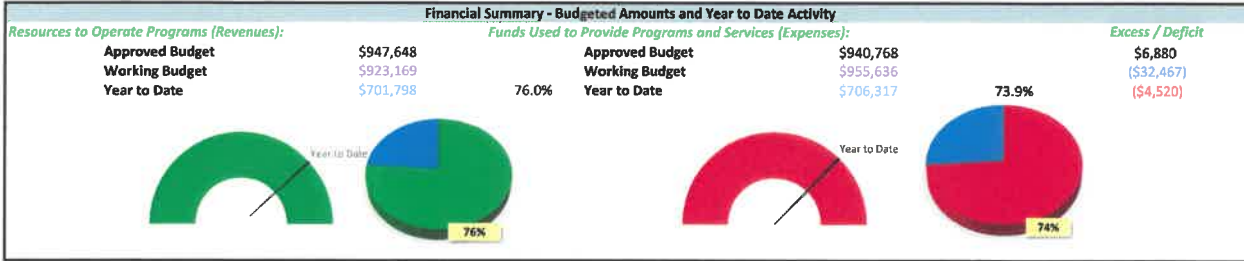
Financial Statement Key Points

- * As of month-end, 83% of the year was complete.
- * Cash Balance as of the reporting period is \$181,652 down slightly from the previous month of \$196,207.
- * Prior year holdback balance is \$12,609 as of the reporting period. Amounts will be paid back during the Spring and final payments will be made as MDE finalizes their review of annual entitlements.
- * Revenues received at end of the reporting period - 76%
- * Expenditures disbursed at end of the reporting period - 74%
- * Nothing significant to mention on the Revenues and Expenditures this month, all is on track currently when comparing budget to actual.

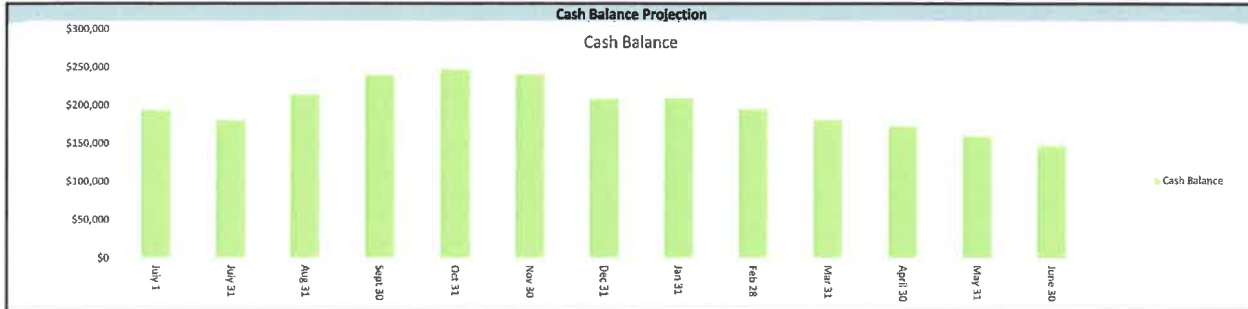
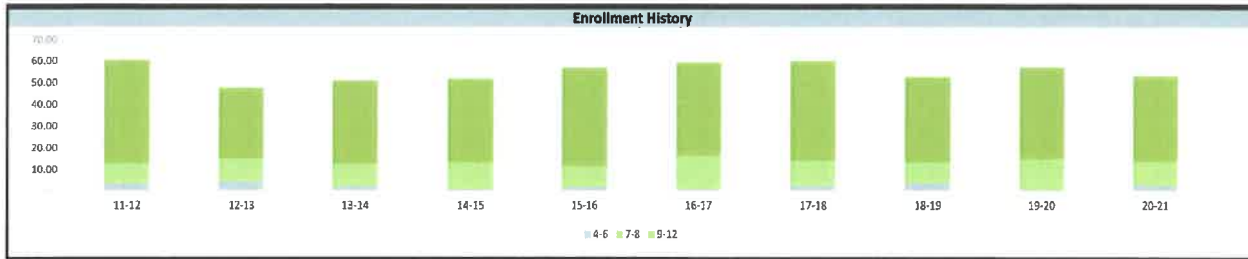
Other Items

- * FY23 Lease Aid Applications have been released. BerganKDV has completed the lease aid application on behalf of Discovery Public School. Part three of the application has been sent to each Board member via AdobeSign, as required by MN Dept. of Education. If you have not already, please sign this document as time avails.
- * Supplemental information is provided, that shows checks that were written during the month, receipts that were posted this month, journal entries that were completed, payroll check history for the month and FY22 projected cashflow.

Discovery Public School of Faribault
Faribault MN
Financial Statements Dashboard
As of April 30, 2022



Discovery Public School of Faribault
Faribault MN
Financial Statements Dashboard
As of April 30, 2022



Discovery Public School of Faribault
Faribault MN
April 30, 2022

	Audited Balance June 30, 2021	Ending Balance April 30, 2022
<u>Assets</u>		
Current Assets		
Cash and Investments	194,904	181,652
Accounts Receivable	3,148	1,953
MDE/State Aids Receivable/(Deferred Rev.) 20-21	74,453	12,609
MDE/State Aids Receivable balance 21-22	0	45,139
Federal Aids Receivable	33,250	40,202
Prepaid Expenses and Deposits	21,213	1,311
Total Current Assets	326,968	282,866
Total All Assets	326,968	282,866
<u>Liabilities and Fund Balance</u>		
Current Liabilities		
Salaries and Wages Payable, fy 2020-21	36,673	29,632
Accounts Payable	10,424	9,183
Payroll Deductions and Contributions	30,372	(928)
Deferred Revenue	65	65
Total Current Liabilities	77,534	37,952
Fund Balance		
Audited Fund Balance 6-30-2021	249,433	249,433
Net Income fy 20-21 & fy 21-22		(4,520)
Total Fund Balance	249,433	244,914
Total Liabilities and Fund Balance	326,968	282,866
		-

0

**Discovery Public School of Faribault
Faribault MN**

**Statement of Revenues and Expenditures
April 30, 2022**

		Number of Months		10	83.3%	
	FY 20-21 Audited 51 ADM 12.14.21	FY 21-22 Adopted Budget 55 ADM, 64.9 pu as of 6-18-21	FY 21-22 Working Budget 5-9-22 48 ADM	Year to Date Activity 48 ADM	Percent of Budget	Working Budget Changes from adopted
General Fund - 01						
Revenues						
State Revenues						
General Education Aid	510,994	548,714	509,232	427,352	83.9%	(39,482)
Charter School Lease Aid	66,240	66,241	66,241	23,184	35.0%	-
Long-Term Facilities Maintenance	9,124	8,571	7,524	3,653	48.6%	(1,047)
Special Education Aid	191,889	191,984	191,984	146,489	76.3%	(0)
Estimated State Aid fyd 2021-22	0	0	0	45,139	0.0%	-
Prioryear - Over/under	(346)	0	0	0	0.0%	-
Total State Revenues	777,900	815,510	774,980	645,817	83.3%	
Federal Revenues						
Title Programs, I & II	27,519	31,127	35,258	24,039	68.2%	4,131
Special Education Aid, F419 & 425	17,399	14,971	20,373	17,849	87.6%	5,402
CARES Funds, GEER & ESSER	9,070	52,505	75,006	5,721	7.6%	22,501
CRF, Coronavirus Relief Funds	16,213			0	0.0%	-
PPP Loan Revenueus	115,973			0	0.0%	-
REAP Funds	9,962	16,323	8,778	2,190	25.0%	(7,545)
Total Federal Revenues	196,137	114,926	139,415	49,799	35.7%	
Local Revenues						
Donations & Contributions	6,316	6,000	6,000	6,096	101.6%	-
Miscellaneous local Revenues, snack fund	489	2,774	2,774	85	3.1%	-
Total Local Revenues	6,805	8,774	8,774	6,181	70.5%	
Total Revenues	980,842	939,210	923,169	701,798	71.1%	(16,041)
Working Budget adjustments						
Expenditures						
Salaries and Benefits not including special ed	397,009	419,807	419,807	296,429	77.7%	-
Contracted Services	62,541	64,605	65,139	57,033	87.6%	534
Legal fees	1,248	3,212	3,212	0	0.0%	-
Communications Services	4,182	3,577	4,800	3,948	82.3%	1,223
Postage	647	517	455	241	52.9%	(62)
Utilities	14,296	14,000	14,000	12,833	91.7%	-
Property and Liability Insurance	9,150	10,450	10,450	8,113	77.6%	-
Repairs and Maintenance, mowing and plowing	2,040	5,459	5,459	1,141	20.9%	-
Contracted Transportation	0	360	500	403	80.7%	140
Entry Fees/Student Travel	0	881	881	0	0.0%	-
Travel, Conferences, and Staff Training	55	200	200	0	0.0%	-
Building Lease	75,654	73,601	73,601	67,467	91.7%	-
Other Rentals and Operating Leases	4,283	3,734	4,500	3,710	82.4%	766
Supplies - Non Instructional	7,060	7,389	7,389	6,124	82.9%	-
Supplies - Bldg Maint	2,305	2,500	2,500	1,878	75.1%	-
Computer Software License (SMART Finance & google)	5,449	5,376	5,376	4,951	92.1%	-
Instructional Supplies	2,916	4,868	4,281	2,997	70.0%	(587)
Textbooks & Media resources	1,716	1,515	1,332	364	27.4%	(183)
Fuel	71	186	186	0	0.0%	-
Equipment & Technology Equipment	416	7,267	7,267	21	0.3%	-
Dues and Memberships; Fees	6,784	8,550	8,551	6,265	73.3%	1
Other Expenses	0	2,691	2,690	0	0.0%	(1)
Misc. Expenses				0		-
State Special Ed	202,288	202,088	202,088	154,825	76.6%	-
Title Programs - Federal	27,519	38,050	35,258	24,039	68.2%	(2,792)
Federal Special Ed, Director and Specialists	17,399	14,972	20,373	17,849	87.6%	5,401
CRF, Coronavirus Relief Funds	16,213			0	0.0%	-
CARES Federal Funds,	9,070	32,505	55,006	5,721	10.4%	22,501
Subtotal Expenditures	870,310	928,360	955,301	705,983	73.9%	26,941
Transfers to Other Funds	0	3,970	0	0		(3,970)
Total Expenditures	870,310	932,330	955,301	705,983	79.6%	22,971
Expenditures Working Budget adjustments						
General Fund Net Income	110,532	6,880	(32,132)	(4,186)		(39,012)

**Statement of Revenues and Expenditures
April 30, 2022**

	FY 20-21 Audited 51 ADM 12.14.21	FY 21-22 Adopted Budget 55 ADM, 64.9 pu as of 6-18-21	FY 21-22 Working Budget 5-9-22 48 ADM	Number of Months 10	83.3%	Working Budget Changes from adopted
Food Services Fund - 02						
Revenues						
State Revenues	0	0	0	0	0.0%	-
Federal Revenues	1,049	8,438	0	0	0.0%	(8,438)
Sale of Lunches and Other Local Revenues	505	0	0	0	0.0%	-
Transfer from General Fund	0	3,970	0	0	0.0%	(3,970)
Total Revenues	1,554	12,408	0	0	0%	(12,408)
Expenditures						
Salaries and Wages	0	2,400	0	0	0.0%	(2,400)
Employee Benefits	0	0	0	0	0.0%	-
Purchased Services, Food & Milk, 490 & 495	1,049	10,008	0	0	0.0%	(10,008)
Supplies and Materials	0	0	335	334	0.0%	335
Equipment	0	0	0	0	0.0%	-
Dues and Memberships	0	0	0	0	0.0%	-
Total Expenditures	1,049	12,408	335	334	2.8%	(12,073)
Food Services Fund Net Income	505	0	(335)	(334)		(335)
Total All Funds						
Revenues						
State Revenues	777,900	815,510	774,980	645,817	83.3%	(40,530)
Federal Revenues	197,186	123,364	139,415	49,799	35.7%	16,051
Local Revenues	7,309	8,774	8,774	6,181	70.5%	-
Transfers						
Total Revenues	982,396	947,648	923,169	701,798	76.0%	(24,479)
Expenditures						
Salaries and Benefits	397,009	422,207	419,807	326,061	77.7%	(2,400)
Purchased Services	175,145	190,604	183,197	154,889	84.6%	(7,407)
Supplies and Materials	19,516	21,834	21,399	16,648	77.8%	(435)
Equipment	416	7,267	7,267	21	0.3%	-
Other (Fundraising, Special Ed, Dues, etc.)	279,274	298,856	323,966	208,699	64.4%	25,110
Total Expenditures	871,359	940,768	955,636	706,317	73.9%	14,868
Total Revenues All Funds	982,396	947,648	923,169	701,798	76.0%	(24,479)
Total Expenditures All Funds	871,359	940,768	955,636	706,317	73.9%	14,868
Net Income - All Funds	111,036	6,880	(32,467)	(4,520)		(39,347)
per budget model			(39,347)			
Net working budget adjustments revenue less expense						
1						
Fund Balance, All Funds as of June 30, 2021	138,397	249,433	249,433			
Projected Fund Balance, All Funds, June 30, 2022	249,433	256,313	216,966			
	28.6%	27.2%	22.7%			

Discovery Public School of Faribault
Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax		Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA DEFCOMP	FLEX	Other	Other	
Ackmann, Yvonne Marie												
S202219-0	04/15/2022	894.25	47.36	ID 31 26.90 MN	55.44	12.97	58.13 PERA					693.45
S202220-0	04/29/2022	1,405.25	97.04	52.46 MN	87.13	20.37	91.34 PERA					1,056.91
		2,299.50		79.36		33.34		0.00	0.00	0.00		
		144.40			142.57		149.47		0.00	0.00		1,750.36
Blais, David A												
S202220-0	04/29/2022	750.00	0.00	ID 74 0.00 MN	46.50	10.88	56.25 TRA					636.37
		750.00		0.00	46.50	10.88	56.25	0.00	0.00	0.00		636.37
Flores, Sonia												
S202219-0	04/15/2022	895.13	47.45	ID 37 26.94 MN	55.50	12.98	58.18 PERA					694.08
S202220-0	04/29/2022	1,482.25	105.68	56.31 MN	91.90	21.49	96.35 PERA					1,110.52
		2,377.38		83.25		34.47		0.00	0.00	0.00		
		153.13			147.40		154.53		0.00	0.00		1,804.60
Hansen, Sharon Marie												
S202219-0	04/15/2022	2,208.33	150.52	ID 53 75.97 MN	130.47	30.51	165.62 TRA		103.99			1,551.25
S202220-0	04/29/2022	2,208.33	150.52	75.97 MN	130.47	30.51	165.62 TRA		103.99			1,551.25
		4,416.66		151.94		61.02		0.00	207.98	0.00		
		301.04			260.94		331.24		0.00	0.00		3,102.50
Hanson, Cody A												
S202219-0	04/15/2022	1,791.67	139.05	ID 54 67.25 MN	106.95	25.01	134.38 TRA		66.75			1,252.28
S202220-0	04/29/2022	1,791.67	139.05	67.25 MN	106.94	25.01	134.38 TRA		66.75			1,252.29
		3,583.34		134.50		50.02		0.00	133.50	0.00		
		278.10			213.89		268.76		0.00	0.00		2,504.57
Hanson, Pamela A												
S202219-0	04/15/2022	1,791.67	0.00	ID 66 0.00 MN	105.44	24.66	134.38 TRA		91.08			1,436.11
S202220-0	04/29/2022	1,833.34	0.00	0.00 MN	108.02	25.26	137.50 TRA		91.08			1,471.48
		3,625.01		0.00		49.92		0.00	182.16	0.00		
		0.00			213.46		271.88		0.00	0.00		2,907.59

Discovery Public School of Faribault
Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax		Net Pay	
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP	FLEX	Other		
Horak, Michele D													
S202219-0	04/15/2022	2,041.67	83.19	ID 64 64.90 MN	116.88	27.33	153.13 TRA				156.63		1,439.61
S202220-0	04/29/2022	2,041.67	83.19	64.90 MN	116.87	27.33	153.13 TRA				156.63		1,439.62
		4,083.34		129.80		54.66		0.00			313.26	0.00	
			166.38		233.75		306.26		0.00			0.00	2,879.23
Johnson, Lawrence													
S202219-0	04/15/2022	279.00	0.00	ID 72 0.00 MN	17.30	4.05	18.14 PERA						239.51
S202220-0	04/29/2022	441.00	0.00	4.23 MN	27.34	6.39	28.67 PERA						374.37
		720.00		4.23		10.44		0.00			0.00	0.00	
			0.00		44.64		46.81		0.00			0.00	613.88
Luthe, Alexandra F													
S202219-0	04/15/2022	1,833.33	145.00	ID 59 70.62 MN	110.21	25.77	137.50 TRA				55.74		1,288.49
S202220-0	04/29/2022	2,083.35	169.44	83.73 MN	125.71	29.40	156.25 TRA				55.74		1,463.08
		3,916.68		154.35		55.17		0.00			111.48	0.00	
			314.44		235.92		293.75		0.00			0.00	2,751.57
Natole, Karen T.													
S202219-0	04/15/2022	1,950.00	135.48	ID 35 87.32 MN	113.53	26.55	126.75 PERA				119.01	19.10	1,322.26
S202220-0	04/29/2022	2,265.63	169.90	107.00 MN	133.09	31.13	147.27 PERA				119.01	19.10	1,539.13
		4,215.63		194.32		57.68		0.00			238.02	38.20	
			305.38		246.62		274.02		0.00			0.00	2,861.39
Palmer, Maria													
S202219-0	04/15/2022	1,517.68	96.03	ID 69 67.50 MN	94.09	22.01	113.83 TRA						1,124.22
S202220-0	04/29/2022	1,554.43	99.23	69.48 MN	96.38	22.54	116.58 TRA						1,150.22
		3,072.11		136.98		44.55		0.00			0.00	0.00	
			195.26		190.47		230.41		0.00			0.00	2,274.44
Peterson, Allison L													
S202219-0	04/15/2022	1,708.33	86.00	ID 65 56.79 MN	105.92	24.77	128.12 TRA						1,306.73
S202220-0	04/29/2022	1,750.00	89.38	58.52 MN	108.50	25.37	131.25 TRA						1,336.98
		3,458.33		115.31		50.14		0.00			0.00	0.00	
			175.38		214.42		259.37		0.00			0.00	2,643.71

Check History

Calendar	Ck Date	Gross Pay	Taxes				Before Tax			After Tax		Net Pay
			FIT-EIC	SIT	OASDI	Medicare	Retire	TSA	DEFCOMP	FLEX	Other	
VanErp, Madison												
S202219-0	04/15/2022	660.00	7.75	ID 67 24.10 MN	40.92	9.57	42.90 PERA					534.76
S202220-0	04/29/2022	1,126.13	53.04	47.42 MN	69.82	16.33	73.20 PERA					866.32
		1,786.13		71.52		25.90		0.00		0.00		
			60.79		110.74		116.10		0.00		0.00	1,401.08
Weisser, Dan R.												
S202219-0	04/15/2022	2,625.00	187.75	ID 8 92.43 MN	162.75	38.06	196.88 TRA					1,929.23
S202220-0	04/29/2022	2,625.00	187.75	92.43 MN	162.75	38.06	196.88 TRA					1,929.23
		5,250.00		184.86		76.12		0.00		0.00		
			375.50		325.50		393.76		0.00		0.00	3,858.46
Employee Count	14											
Totals:		43,554.11		1,440.42		614.31	3,152.61	0.00		1,186.40		74.00
			2,469.80		2,626.82				0.00		0.00	31,989.75

Discovery Public School of Faribault

Receipt Listing Report with Detail by Deposit

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5/9/2022
12:41:51

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1982	4081	WF	CR0422													
IDEAS 04.15.2022			2069	Credit	A	04/15/22	4081 R 01 005 000 000 740 360	Check 1	M	Misc.					29,947.94	0.00
										FY22 SPED					\$29,947.94	\$0.00
														Receipt Total:		
															(3,219.62)	0.00
			2070	Debit	A	04/15/22	4081 B 01 121 000	Check 1	M	Misc.					(\$3,219.62)	\$0.00
										FY21 SPED adj						
														Deposit Total:	\$26,728.32	\$0.00
1983	4081	WF	CR0422													
IDEAS 04.29.2022			2071	Credit	A	04/29/22	4081 R 01 005 000 000 000 211	Check 1	M	Misc.					29,876.12	0.00
										FY22 Gen Ed					\$29,876.12	\$0.00
														Receipt Total:		
														Deposit Total:	\$29,876.12	\$0.00
														Report Total:	\$56,604.44	\$0.00

Discovery Public School of Faribault
Payment Reg by Bank and CheckPage 1 of 1
5/9/2022
12:38:19

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
WF		9068		Wire	1	1007	MN DEPT OF REVENUE - WIRE TRSF		No	Yes	No	04/06/2022	759.74
WF		9069		Wire	1	1054	TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	04/06/2022	2,456.08
WF		9070		Wire	1	1074	PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	04/06/2022	958.54
WF		9071		Wire	1	1143	IRS - WIRE TRANSFER		No	Yes	No	04/06/2022	4,586.98
WF		9072		BP	1	1093	Faribault Transportation Company, Inc.		No	Yes	No	04/12/2022	126.00
WF		9073		BP	1	1231	Syand Corporation		No	Yes	No	04/12/2022	157.50
WF		9074		BP	1	1273	Environmental Assurance Inc		No	Yes	No	04/12/2022	390.00
WF		9075		Wire	1	1392	Billi.com		No	Yes	No	04/08/2022	74.77
WF		9076		Wire	1	1240	Wells Fargo Bank-Business Acct		No	Yes	No	04/11/2022	99.29
WF		9077		Wire	1	1190	Wells Fargo Business Card		No	Yes	No	04/13/2022	66.28
WF		9078		Wire	1	1007	MN DEPT OF REVENUE - WIRE TRSF		No	Yes	No	04/15/2022	660.72
WF		9079		Wire	1	1054	TEACHERS RETIREMENT ASSOCIATIO		No	Yes	No	04/15/2022	2,458.02
WF		9080		Wire	1	1074	PUBLIC EMPLOYEES RETIREMENT AS		No	Yes	No	04/15/2022	654.98
WF		9081		Wire	1	1143	IRS - WIRE TRANSFER		No	Yes	No	04/15/2022	4,124.86
WF		9082		Wire	1	1197	Medica		No	Yes	No	04/12/2022	6,164.29
WF		9083		BP	1	1016	REGION V COMPUTER SERVICES		No	Yes	No	04/21/2022	1,084.50
WF		9084		BP	1	1060	QUILL		No	Yes	No	04/21/2022	392.91
WF		9085		BP	1	1188	JMC Computer Service INC		No	Yes	No	04/21/2022	1,310.86
WF		9086		BP	1	1231	Syand Corporation		No	Yes	No	04/21/2022	51.00
WF		9087		BP	1	1353	Strategic Staffing Solutions, LLC	Ind/Sole Proprietor	No	Yes	No	04/21/2022	562.50
WF		9088		BP	1	1353	Strategic Staffing Solutions, LLC	Ind/Sole Proprietor	No	Yes	No	04/21/2022	245.00
WF		9089		BP	1	1372	BerganKDV Outsourced Services LLC		No	Yes	No	04/21/2022	3,375.00
WF		9090		BP	1	1375	Culligan of Faribault		No	Yes	No	04/21/2022	40.75
WF		9091		BP	1	1397	Navigate Care Consulting	Ind/Sole Proprietor	No	Yes	No	04/21/2022	60.00
WF		9092		BP	1	1399	Reuvers Psych Consulting LLC	S Corporation	No	Yes	No	04/21/2022	260.00
WF		9093		BP	1	1180	AFLAC		No	Yes	No	04/29/2022	74.00
WF		9094		BP	1	1186	Hoa D. Nguyen		No	Yes	No	04/29/2022	7,300.00
WF		9095		BP	1	1356	Loffler Companies, Inc.		No	Yes	No	04/29/2022	538.18
WF		9096		BP	1	1406	1DAPE LLC	LLC - C Corp	No	Yes	No	04/29/2022	211.26

Bank Total:

\$39,244.01

Report Total:

\$39,244.01

Discovery Public School of Faribault
Journal Entry Listing

JE Cd	Period	Date	St	Src	Ref	Description	Detail Desc	L	Fd	Org	Pro	Crs	Fin	O/S	Account Description	Debit Amount	Credit Amount
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Discovery Public School of Faribault
Cash Flow Projection Summary
2021-22 School Year

Period Ending	Cash Inflows (Revenues)				Cash Outflows (Expenditures)				Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts	Prior Year State/Federal Holdback	Total Receipts	Salaries and Benefits	Other Expenditures	Rent	Total Expenditures
July 31	58,200		296		58,496	25,428	31,857	14,600	71,885
Aug 31	58,215		24	41,208	99,446	24,689	33,400	7,300	65,388
Sept 30	67,869	9,962	311	22,902	101,045	31,585	36,703	7,300	75,588
Oct 31	60,757	-	-	19,582	80,339	31,641	33,887	7,300	72,828
Nov 30	61,437	3,690	430	(6)	65,550	31,203	33,657	7,300	72,160
Dec 31	49,251	2,000	-		51,251	30,537	45,590	7,300	83,427
Jan 31	59,078	-	6,000	5,386	70,464	29,808	32,311	7,300	69,418
Feb 28	65,123	-	-	(721)	64,402	31,781	27,312	7,300	66,393
Mar 31	60,926	3,907	632	-	65,466	30,571	40,195	7,300	78,066
Apr 30	59,824	-	-	(3,220)	56,604	31,990	31,870	7,300	71,160
May 31	66,640	45,734	541		112,915	35,287	96,940	-	132,227
June 30	66,640	45,734	541		112,915	35,287	96,940	-	132,227
Projected Totals	733,959	111,028	8,774	85,131	938,891	369,807	540,661	80,300	990,768
	733,959	111,028	8,774	85,131	938,891	369,807	540,661	80,300	990,768

Assumptions: 10% State Aid Holdback

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any

Teacher Salaries 2022 – 2023

Name	Position	Returning	2020-2021	2021-2022	2022-2023
Dan Weisser	Director	Yes	\$61,000	\$63,000	\$64,000
Sharon Hansen	Math Teacher/ Instructional Leader	Yes	\$49,500 (Environmental Education Coordinator/IT Coordinator)	\$53,000 Masters +	\$54,500 Masters +
Cody Hanson	Health / PE Teacher	Yes	\$41,000 (Sports Club Coordinator, Lunch Server)	\$43,000 Lunch +	\$44,500 Lunch +
Michele Horak	SPED Teacher	???	\$48,000	\$50,000	\$51,000
Maria Palmer	SPED Teacher	???, would need to get a Tier 2 License.	\$37,000	\$39,000	\$40,000
Ally Luthe	Social Studies	Yes	\$41,000 (+ Graduation Coordinator)	\$44,000 Masters +	\$46,000 Masters +
Allie Peterson	Science Teacher	No	\$39,000	\$41,000	
Pamela Hanson	English Teacher	Yes	\$38,000	\$43,000	\$44,000
Karen Natole	Office Manager	Yes	\$24 / hr	\$25 / hr	\$25.50 / hr

Paras – avg. of \$1 (performance based)

All Returning Employees – Covid-19 Retention Stipend - \$1,000 paid out 9/1 has been discussed and approved by the Finance Committee.



Karen Natole <knatole@isd4081.org>

Fwd: School Board

1 message

Dan Weisser <dweisser@isd4081.org>
To: Karen Natole <knatole@isd4081.org>

Mon, May 16, 2022 at 9:17 AM

We can add this to the Board Packet for Kay's resignation

Dan Weisser
Executive Director
Discovery Public School of Faribault
507-331-5423

----- Forwarded message -----

From: **Kay Hammer** <KayAHammer@outlook.com>
Date: Tue, May 10, 2022 at 10:25 PM
Subject: Re: School Board
To: Dan Weisser <dweisser@isd4081.org>

Hi Dan, my job is likely to be a regular ongoing position (will know and decide in early July) and I would stay in Charleston . It's absolutely beautiful here. If I move anywhere after this summer, it would probably be the Florida Keys . So I will have to resign from the board. You and the rest of the board members are awesome and I am so grateful for this opportunity! Thanks, Kay

Sent from my iPhone

On May 9, 2022, at 10:08 AM, Dan Weisser <dweisser@isd4081.org> wrote:

Hi Kay,

I was talking with our Authorizer the other day about a variety of topics, and when we were talking about continuing to use the virtual option for meetings I must have mentioned that one of our board members had moved so it works well. She informed me that we can't legally have a Board Member who lives out of state.

I am wondering if your living situation is permanent, or if you plan to move back to Minnesota? It sounds like if the move is permanent you probably won't be able to continue on the school board.

Let me know what you think. I was not aware of this requirement.

Dan Weisser
Executive Director
Discovery Public School of Faribault
507-331-5423

CHARTER SCHOOL CONTRACT AMENDMENT

BETWEEN
Osprey Wilds Environmental Learning Center – the AUTHORIZER

AND
Discovery Public School – the CHARTER SCHOOL

1. This amendment (the "Amendment") is made by the **Osprey Wilds Environmental Learning Center** (hereinafter "the AUTHORIZER") and **Discovery Public School** (hereinafter "the CHARTER SCHOOL") parties to the Charter School Contract which was amended on May 26, 2020 (the "Agreement").

2. The Agreement is amended as follows:

- A. The original Exhibit G: Academic and Academic-Related Goals is replaced in its entirety by the revised Exhibit G: Academic and Academic-Related Goals dated May 13, 2022.
- B. The original Exhibit M: Charter School Closure Plan and Process is replaced in its entirety by the revised Exhibit M: Charter School Closure Plan and Process dated 04.12.2021.
- C. The original Exhibit P: Ongoing Evaluation Criteria is replaced in its entirety by the revised Exhibit P: Ongoing Evaluation Criteria dated 05.14.2021.
- D. Section 12.1 is amended by modifying "(3) academic years" to "five (5) academic years," "2021-2022" to "2023-2024" and "June 30, 2022" to "June 30, 2024."

3. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.

4. COUNTERPARTS

This Agreement may be executed in counterparts.

Discovery Public School
(CHARTER SCHOOL)

Osprey Wilds Environmental Learning Center
(AUTHORIZER)

By _____
(Signature)

By _____
(Signature)

President, Board of Directors
Title

Director of Charter School Authorizing
Title

(Print Name)

(Print Name)

Date

Date

Exhibit L: Board Member Statement of Assurance

By signing my name below, I acknowledge that:

- I am a Board member of Discovery Public School;
- I have reviewed the charter school contract between Discovery Public School and the Osprey Wilds Environmental Learning Center;
- I have no conflict of interest as defined by MN §124E.07, Subd. 3;
- If a conflict of interest arises as defined by MN §124E.07, Subd. 3, I will immediately vacate my position on the Board;
- If a conflict of interest arises as defined by MN §124E.14, the Board will not enter into an agreement or contract with the vendor that creates the identified conflict of interest;
- I will participate in all board training as required by MN §124E.07, Subd. 7 and the charter contract;
- I will immediately vacate my position on the Board if I do not meet training requirements which includes training on the board's role and responsibilities, employment policies and practices, and financial management that must be initiated with six months after being seated and completed within 12 months of being seated, along with ongoing annual training;
- The Board is responsible for ensuring compliance with all federal and state laws governing organizational, programmatic, and financial requirements applicable to charter schools including the expectations contained in the preceding assurances.

Signature

Date

Printed Name

Phone Number

E-mail Address

Discovery Public School of Faribault

Exhibit G: Academic and Academic-Related Goals

Contract Period July 1, 2019 through June 30, 2024

As articulated in MN Stat. 124E.10, Subd. 1(b), "A charter school must design its programs to at least meet the outcomes adopted by the commissioner for public school

☐ **Ready for Kindergarten [RAK]**

All students are ready for kindergarten.

☐ **Reading Well by 3rd Grade [RG3]**

All students in third grade achieve grade-level literacy.

☐ **Achievement Gap Closure [AGC]**

All racial and economic achievement gaps between students are closed.

☐ **Career and College Readiness [CCR]**

All students are career- and college-ready before graduating from high school.

☐ **Graduate from High School [GRAD]**

All students graduate from high school.

Each measure is weighted to indicate its overall significance in fulfilling the primary purpose of improving all pupil learning and all student achievement. The school earns a

☐ Exceeds Target: $\times 1.5$ points

☐ Meets Target: $\times 1.0$ points

☐ Approaches Target: $\times 0.5$ points

☐ Does Not Meet Target: $\times 0.0$ points

Indicator areas are then assigned a rating based on the percentage of points earned:

☐ Exceeds Standard = 100.1-150.0% of points earned

☐ Meets Standard = 75.0-100.0% of points earned

☐ Approaches Standard = 50.0-74.9% of points earned

☐ Does Not Meet Standard = 0.0-49.9% of points earned

All goals are for students meeting enrollment criteria in each of the years assessed for all grades assessed unless otherwise indicated.

Summary of Indicator Points

Indicator	Points Possible	Points Earned	% Earned
1: Mission Related Outcomes	8	0	0.0%
2: English Language Learners	0	0	0.0%
3: Reading Growth	20	0	0.0%
4: Math Growth	20	0	0.0%
5: Reading Proficiency	9	0	0.0%
6: Math Proficiency	9	0	0.0%
7: Science Proficiency (and Growth)	8	0	0.0%
8: Other Proficiency or Growth	6	0	0.0%
9: Post-Secondary Readiness	15	0	0.0%
10: Attendance	5	0	0.0%
Overall	100	0	0.0%

Indicator 1: Mission Related

10 Points

School Goal: Over the period of the contract, students at Discovery Public School (DPS) will develop their executive function skills and behaviors.

Performance Ratings	Measure 1.1 [CCR] – 8 Points: From FY19 to FY23, the aggregate percentage of students in grades 9-12 who will be on-track to graduate will be equal to or greater than 70%.	Result:
Exceeds Target (x 1.5)	This will be measured by calculating each student's credits at the end of each year, and noting whether or not they will	
Meets Target (x1.0)	The aggregate percentage is at least 75%.	
Approaches Target (x0.5)	The aggregate percentage is at least 70%.	
Does Not Meet Target (x0.0)	The aggregate percentage is at least 65%.	

Points Possible	Points Earned	% Earned
10	0	0.0%

Indicator 2: English Language Learners

0 Points

School Goal: DPS does not currently have points associated with this indicator, as it does not serve a significant population of ELL Learners.

Performance Ratings	Measure 2.1 [CCR] – 0 Points: From FY19 to FY23, the aggregate percentage of English Learners meeting target on the ACCESS test grades 6-12 will be equal to or greater than that of the state percentage of English Learners meeting target.	Result:
---------------------	---	---------

Exceeds Target (x 1.5)	The aggregate percentage is at least 10.0 percentage points greater than the state percentage of English Learners meeting target.		
Meets Target (x1.0)	The aggregate percentage is equal to or greater than the state percentage of English Learners meeting target.		
Approaches Target (x0.5)	The aggregate percentage is within 5.0 percentage points of the state percentage of English Learners meeting target.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 2.2 [CCR] – 0 Points: From FY19 to FY23, the average progress toward target for English Learners grades 6-12 on the ACCESS test will be equal to or greater than the state average progress toward target.	Result:	
Exceeds Target (x 1.5)	The aggregate percentage is least 10.0 percentage points over the state average progress toward target.		
Meets Target (x1.0)	The aggregate percentage equal to or greater than the state average progress toward target.		
Approaches Target (x0.5)	The aggregate percentage is within 5.0 percentage points of the state's average progress toward target.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		

Points Possible	Points Earned	% Earned
0	0	#DIV/0!

Indicator 3: Reading Growth

20 Points

School Goal: Over the period of the contract, students at DPS will demonstrate growth in reading as measured by state accountability tests and nationally normed assessments.

Performance Ratings			
	Measure 3.1 [CCR] – 0.5 Point: From FY19 to FY21, the average growth z-score for all students on state accountability tests will be equal to or greater than 0.00.	Result:	
Exceeds Target (x 1.5)	The average growth z-score is equal to or greater than 0.50		
Meets Target (x1.0)	The average growth z-score is equal to or greater than 0.00.		
Approaches Target (x0.5)	The average growth z-score is greater than -0.50.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 3.2 [CCR] – 0.5 Point: From FY19 to FY21, the aggregate percentage of students who achieve a positive z-score on state accountability tests will be greater than 50.0%.	Result:	
Exceeds Target (x 1.5)	The aggregate percentage is at least 60.0%.		
Meets Target (x1.0)	The aggregate percentage is greater than 50.0%.		
Approaches Target (x0.5)	The aggregate percentage is at least 40.0%.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 3.3 [CCR] – 1 Point: In aggregate, from FY22-FY23, the overall percentage of students whose achievement level on the statewide assessments for reading (as measured by North Star Academic Progress) improved on statewide assessments is equal to or greater than the state percentage.	Result:	

Exceeds Target (x 1.5)	The school achieves an overall percentage greater than 10 percentage points over that of the state.		
Meets Target (x1.0)	The school achieves an overall percentage equal to or greater than that of the state.		
Approaches Target (x0.5)	The school achieves an overall percentage that is within 10 percentage points of the state.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		

Performance Ratings	Measure 3.4 [CCR] – 2 Points: In aggregate, from FY22-FY23, the overall percentage of students whose achievement level decreased or stayed "does not meet standards" on statewide assessments for reading (as measured by North Star Academic Progress) is equal to or less than the state.	Result:
Exceeds Target (x 1.5)	The school achieves an overall percentage at least 10 percentage points less than that of the state.	
Meets Target (x1.0)	The school achieves an overall percentage less than or equal to that of the state.	
Approaches Target (x0.5)	The school achieves an overall percentage that is no more than 10 percentage points greater than that of the state.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 3.5 [CCR] – 16 Points: From FY20 to FY23, the aggregate percentage of students in grades 6-12 who meet their fall to spring NWEA RIT expected growth target as measured by the NWEA MAP Reading assessment will be at least 50%.	Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 60%.	
Meets Target (x1.0)	The aggregate percentage is at least 50%.	
Approaches Target (x0.5)	The aggregate percentage is at least 40%.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
20	0	0.0%

Indicator 4: Math Growth

20 Points

School Goal: Over the period of the contract, students at DPS will demonstrate growth in math as measured by state accountability tests and nationally normed assessments.

Performance Ratings	Measure 4.1 [CCR] – 0.5 Point: From FY19 to FY21, the average growth z-score for all students on state accountability tests will be equal to or greater than 0.00.	Result:
Exceeds Target (x 1.5)	The average growth z-score is equal to or greater than 0.50	
Meets Target (x1.0)	The average growth z-score is equal to or greater than 0.00.	
Approaches Target (x0.5)	The average growth z-score is greater than -0.50.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	
Performance Ratings	Measure 4.2 [CCR] – 0.5 Point: From FY19 to FY21, the aggregate percentage of students who achieve a positive z-score on state accountability tests will be greater than 50.0%.	Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 60.0%.	
Meets Target (x1.0)	The aggregate percentage is greater than 50.0%.	

Approaches Target (x0.5)	The aggregate percentage is at least 40.0%.			
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.			
Performance Ratings	Measure 4.3 [CCR] – 1 Point: In aggregate, from FY22-FY23, the overall percentage of students whose achievement level decreased or stayed "does not meet standards" on statewide assessments for math (as measured by North Star Academic Progress) is equal to or less than the state.			Result:
Exceeds Target (x 1.5)	The school achieves an overall percentage at least 10 percentage points less than that of the state.			
Meets Target (x1.0)	The school achieves an overall percentage less than or equal to that of the state.			
Approaches Target (x0.5)	The school achieves an overall percentage that is no more than 10 percentage points greater than that of the state.			
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.			
Performance Ratings	Measure 4.4 [CCR] – 2 Points: In aggregate, from FY22-FY23, the overall percentage of students whose achievement level decreased or stayed "does not meet standards" on statewide assessments for math (as measured by North Star Academic Progress) is equal to or less than the state.			Result:
Exceeds Target (x 1.5)	The school achieves an overall percentage at least 10 percentage points less than that of the state.			
Meets Target (x1.0)	The school achieves an overall percentage less than or equal to that of the state.			
Approaches Target (x0.5)	The school achieves an overall percentage that is no more than 10 percentage points greater than that of the state.			
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.			
Performance Ratings	Measure 4.5 [CCR] – 16 Points: From FY19 to FY23, the aggregate percentage of students in grades 6-12 who meet their fall to spring NWEA RIT expected growth target as measured by the NWEA MAP Math assessment will be at least 50%.			Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 60%.			
Meets Target (x1.0)	The aggregate percentage is at least 50%.			
Approaches Target (x0.5)	The aggregate percentage is at least 40%.			
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.			
		Points Possible	Points Earned	% Earned
		20	0	0.0%

Indicator 5: Reading Proficiency

9 Points

School Goal: Over the period of the contract, students at DPS will demonstrate proficiency in reading as measured by state accountability tests.

Performance Ratings	Measure 5.1 [CCR] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in grades 6-8 & 10 will increase by at least 12 points from the baseline proficiency index score (FY15-FY18 baseline – 34.7) to reach the FY13-14 baseline OR will be greater than that of the state for the same grades.		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 16.0 points greater than the baseline score OR is at least 5.0		
Meets Target (x1.0)	The school's aggregate proficiency index score is at least 12.0 points greater than the baseline score OR is greater than the state's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is greater than the baseline score OR is within 10.0 points of the state's		

Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 5.2 [CCR] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in grades 6-8 & 10 will be greater than that of the resident district (ISD 656 - Faribault Public School District) for the same grades.		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 5.3 [CCR] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in grades 6-8 & 10 will be greater than the aggregate average of alternative schools in Minnesota for the same grades.		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in		
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 5.4 [AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Free/Reduced Priced Lunch subgroup will be greater than that of the state for the same subgroup and the same grades (6-8 & 10).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the state's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the state's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the state's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 5.5 [AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Free/Reduced Priced Lunch subgroup will be greater than that of the resident district (ISD 656 – Faribault Public School District) for the same subgroup and the same grades (6-8 & 10).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 5.6 [AGC] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in the Free/Reduced Priced Lunch subgroup will be greater than that of alternative schools in Minnesota for the same subgroup and the same grades (6-8 & 10).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in		
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		

Performance Ratings	Measure 5.7[AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Special Education subgroup will be greater than that of the state for the same subgroup and the same grades (6-8 & 10).	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the state's score.	
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the state's score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the state's score.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 5.8[AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Special Education subgroup will be greater than that of the resident district (ISD 656 - Faribault) for the same subgroup and the same grades (6-8 & 10).	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.	
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 5.9[AGC] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in the Special Education subgroup will be greater than that of alternative schools for the same subgroup and the same grades (6-8 & 10).	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in Minnesota score.	
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
9	0	0.0%

Indicator 6: Math Proficiency

9 Points

School Goal: Over the period of the contract, students at DPS will demonstrate proficiency in math as measured by state accountability tests.

Performance Ratings	Measure 6.1 [CCR] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in grades 6-8 & 11 will increase by at least 8.0 points from the baseline proficiency index score (FY15-FY18 baseline – 15.5) to reach the FY13-14 baseline OR will be greater than that of the state for the same grade.	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 13.0 points greater than the baseline score OR is at least 5.0	
Meets Target (x1.0)	The school's aggregate proficiency index score is at least 8.0 points greater than the baseline score OR is greater than the state's score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is greater than the baseline score OR is within 10.0 points of the state's	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 6.2 [CCR] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students grades 6-8 & 11 will be greater than that of the resident district (ISD 656 – Faribault Public School District) for the same grades.	Result:
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Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 6.3 [CCRI] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in grades 6-8 & 10 will be greater than the aggregate average of alternative schools in Minnesota for the same grades.		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in grades.		
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 6.4 [AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Free/Reduced Priced Lunch subgroup will be greater than that of the state for the same subgroup and the same grades (6-8 & 11).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the state's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the state's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the state's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 6.5 [AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Free/Reduced Priced Lunch subgroup will be greater than that of the resident district (ISD 656 – Fairbault Public School District) for the same subgroup and the same grades (6-8 & 11).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 6.6 [AGC] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in the Free/Reduced Priced Lunch subgroup will be greater than that of alternative schools in Minnesota for the same subgroup and the same grades (6-8 & 11).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in same subgroup and the same grades (6-8 & 11).		
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings			
	Measure 6.7 [AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Special Education subgroup will be greater than that of the state for the same subgroup and the same grades (6-8 & 11).		Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the state's score.		
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the state's score.		
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the state's score.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		

Performance Ratings	Measure 6.8 [AGC] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in the Special Education subgroup will be greater than that of the resident district (ISD 656 - Faribault) for the same subgroup and the same grades (6-8 & 11).	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.	
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 6.9[AGC] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in the Special Education subgroup will be greater than that of alternative schools for the same subgroup and the same grades (6-8 & 11).	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in same grades (6-8 & 11).	
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
9	0	0.0%

Indicator 7: Science Proficiency

8 Points

School Goal: Over the period of the contract, students at DPS will demonstrate proficiency in science as measured by state accountability tests and growth in science as measured by nationally normed assessments.

Performance Ratings	Measure 7.1 [CCR] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in grades 8 & High School will increase by at least 8.0 points from the baseline proficiency index score (FY15-FY18 baseline – 29.5) OR will be greater than that of the state for the same grades.	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 16 points greater than the baseline OR at least 5.0 points above the state's score.	
Meets Target (x1.0)	The school's aggregate proficiency index score is at least 8 points greater than the baseline OR greater than the state's	
Approaches Target (x0.5)	The school's aggregate proficiency index score is greater than the baseline score OR within 10.0 points of the state's	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 7.2 [CCR] – 0.5 Point: From FY19 to FY20, the school's aggregate proficiency index score for students in grades 8 & High School will be greater than that of the resident district (ISD 656 – Faribault Public School District) for the same grades.	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above the district's score.	
Meets Target (x1.0)	The school's aggregate proficiency index score is greater than the district's score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the district's score.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 7.3 [CCR] – 2 Points: From FY21 to FY23, the school's aggregate proficiency index score for students in grades 6-8 & HS will be greater than the aggregate average of alternative schools in Minnesota for the same grades.	Result:
Exceeds Target (x 1.5)	The school's aggregate proficiency index score is at least 10.0 points above aggregate of alternative schools in	
Meets Target (x1.0)	The school's aggregate proficiency index score is equal to or greater than the aggregate of alternative schools in Minnesota score.	
Approaches Target (x0.5)	The school's aggregate proficiency index score is within 10.0 points of the aggregate of alternative schools in Minnesota	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 7.4 [CCR] – 5 Points: From FY19 to FY23, the aggregate percentage of students in grades 6-12 who meet their fall to spring NWEA RIT expected growth target as measured by the NWEA MAP Science assessment will be at least 50%.	Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 60%.	
Meets Target (x1.0)	The aggregate percentage is at least 50%.	
Approaches Target (x0.5)	The aggregate percentage is at least 40%.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
8	0	0.0%

Indicator 8: Proficiency in Other Curricular Areas

6 Points

School Goal: Over the period of the contract, students at DPS will demonstrate proficiency in writing as measured by the 2010 MCA GRAD Writing Rubric.

Performance Ratings	Measure 8.1 [CCR] – 6 Points: From FY19 to FY23, the aggregate percentage of students in grades 6-12 who achieve a score of at least 3.0 on a five-paragraph essay as measured by the MCA GRAD Writing Rubric will be at least 80%.	Result:
Exceeds Target (x1.5)	The aggregate percentage is at least 90%.	
Meets Target (x1.0)	The aggregate percentage is at least 80%.	
Approaches Target (x0.5)	The aggregate percentage is at least 70%.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
6	0	0.0%

Indicator 9: Post-Secondary Readiness

15 Points

School Goal: Over the period of the contract, students at DPS will demonstrate readiness for post-secondary success.

Performance Ratings	Measure 9.1 [GRAD] – 3 Points: From FY19 to FY23, the aggregate 6-year graduation rate will be at least 67.0%.	Result:
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Exceeds Target (x 1.5)	The aggregate graduation rate is at least 80.0%.			
Meets Target (x1.0)	The aggregate graduation rate is at least 67.0%.			
Approaches Target (x0.5)	The aggregate graduation rate is at least 55.0%.			
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.			

Performance Ratings	Measure 9.2 [CCR] – 6 Points: From FY19 to FY23, the aggregate percentage of 12th graders who score at least 70 out of 100 on the school-developed rubric for their Life Plan project will be at least 70%.	Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 80%.	
Meets Target (x1.0)	The aggregate percentage is at least 70%.	
Approaches Target (x0.5)	The aggregate percentage is at least 60%.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Performance Ratings	Measure 9.3 [CCR] – 6 Points: From FY19 to FY23, the aggregate percentage of 12th graders who earn a Job Skills Certificate will be at least 80%.	Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 90%.	
Meets Target (x1.0)	The aggregate percentage is at least 80%.	
Approaches Target (x0.5)	The aggregate percentage is at least 70%.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
15	0	0.0%

Indicator 10: Attendance

5 Points

School Goal: Over the period of the contract, students at DPS will attend the school at high rates.

Performance Ratings	Measure 10.1 – 5 Points: From FY19 to FY23 the average of the school's annual consistent attendance rates is at least 10 percentage points greater than the baseline (FY18 – 47.4) OR equal to the state.	Result:
Exceeds Target (x 1.5)	The average of the school's annual consistent attendance rates is at least 15% points greater than the baseline OR will be equal to the state.	
Meets Target (x1.0)	The average of the school's annual consistent attendance rates is at least 10% points greater than the baseline OR will be	
Approaches Target (x0.5)	The average of the school's annual consistent attendance rates is at least 5% greater than the baseline.	
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.	

Points Possible	Points Earned	% Earned
5	0	0.0%

Osprey Wilds Environmental Learning Center

Charter School Closure Process and Plan

Name of School:

This document is to be completed by the Board of Directors of the School, in collaboration with the authorizer, as soon as is practical after the school board is aware of the pending closure of the School.

TASKS	Person Responsible	Date Completed and Comments
Establish <i>ad hoc</i> School Board Committee for wind-up / restructuring		
Designate School contact person(s) to send and receive communications from Osprey Wilds;		
Designate employees or School Board members who will handle various aspects of winding up of School operations;		
Provide contact information, and list of employees / School Board members and correspondent responsibilities to Osprey Wilds		
Identify and retain a licensed MN attorney to provide legal advice and ensure statutory requirements are met during the wind-up and dissolution process, per MN §317A.735 Subd. 1.		
Other:		
Contact MDE Charter Center Immediately		
Contact the MDE Charter Center immediately to facilitate the legal transfer of all property of the school that was purchased with Federal Charter School Program funds to other schools. Federal law and the assurances signed by the school requires special attention be given to this property. Contact the CSP Federal Grant personnel at MDE for guidelines and assistance. (<i>See Inventory and Liquidation of Assets below.</i>)		
Other:		
Reserve Funds		
Segregate by School Board resolution in a separate checking account \$45,000 in funds to be used for legal, accounting, and other expenses to execute this Closure Plan and to dissolve the School Corporation.		
Other:		
Notification of Parents / Guardians		
Within 10 business days after notice of final determination, notify parents / guardians and employees of school regarding the closure of the School, in accordance with MN §124E.10 Subd. 1(b)1, if such notification has not been made. Such notification shall include, but not be limited		

<p>to, the following:</p> <ul style="list-style-type: none"> * date of the last day of regular instruction; * cancellation of any planned summer school; * notice to parents that enrollment of children in their district of residence or other school is mandatory under state law for children that are six years of age or older; * information and offer of assistance to enable the student to re-enroll in another school, per MN §124E.10 Subd. 1(b)2 * offer of copies of student records before the charter revocation (June 30). <p>Provide Osprey Wilds with a copy of the notice when it is sent to families.</p>		
<p>Other:</p>		
Final Report Cards and Student Records Notice		
<p>Within 7 business days after charter revocation (June 30), provide parents / guardians with copies of final report cards and notice of where student records will be sent (the student's district of residence) and specific contact information.</p> <ul style="list-style-type: none"> * The notice must advise the parent/guardian to contact the school where the student intends to enroll and to have the student's new school contact the student's district of residence to have the student's educational records transferred to the new school. <p>Provide Osprey Wilds with a copy of the notice.</p>		
<p>Other:</p>		
Transfer of Student Records and Testing Material		
<p>No later than 10 business days after charter revocation (June 30) send student records to the student's district of residence in accordance with MN §124E.10 Subd. 6(b), including:</p> <ul style="list-style-type: none"> * Individualized Education Programs (IEPs) and all records regarding special education and supplemental services; * Student health / immunization records; * Attendance records; and * Disciplinary records, in accordance with MN §120A.22, Subd. 7(c). If transfer records include information about disciplinary actions, the school will provide notice to the student's parent or guardian that formal disciplinary records will be transferred as a part of the student's educational record, in accordance with data practices under chapter 13 of the Family Educational Rights and Privacy Act of 1974, United States Code, title 20, section 1232(g). * All other student records. <p>All end of school year grades and evaluations must be completed and made part of the student records, including any IEP / Committee on Special Education meetings / progress reports. As noted above, parents / guardians should be offered copies of</p>		

<p>students' records prior to June 30. Testing material, including scores, test booklets, and annual data files etc. required to be maintained by the School by the State Education Department must also be forwarded to each student's district of residence. To the extent that scores, etc. will come into existence after charter revocation, arrangements should be made with the testing agent to forward such material to each student's district of residence. The school should also send a set of Individual Student Reports to each student's district of residence and parents.</p>		
<p>No later than 15 business days after charter revocation (June 30), the school must provide Osprey Wilds a spreadsheet recording the name of each student and to which school that student's records were sent. If a student's records were sent to the district office, the spreadsheet should document that and include the name and title of the district employee who took possession of those records.</p>		
Other:		
Notification of School Districts		
<p>Within 7 business days after charter revocation (June 30), the School must notify the school district in which the School is located regarding the termination of the education program and lack of future enrollment in accordance with MN §124E.10 Subd. 1(b)1.</p> <ul style="list-style-type: none"> * If applicable, notification regarding cessation of food and transportation services should be provided. * Provide notice to the districts that arrangements should be made to pick up any district property; e.g., borrowed books, nursing equipment. <p>Provide Osprey Wilds with a copy of the notice.</p>		
Other:		
Notification of Funding Sources /Charitable Partners		
<p>Within 7 business days after charter revocation (June 30), all other sources of the School's operational funding must be notified in writing of the closure of the School as well as charitable partners of the School.</p> <ul style="list-style-type: none"> * The School should not accept further loans from management companies, etc. nor otherwise incur additional liability. However, it may continue to accept gifts from charitable partners as long as the charity is aware of the School's closure / restructuring status. * Charities with property on the premises of the School should be notified to remove same as soon as possible or after charter revocation, whichever is appropriate. 		
Other:		
Notification of Contractors and Termination of Contracts		
<p>Within 20 business days after charter revocation (June 30), formulate a list of all contractors with contracts in effect, and notify</p>		

<p>them regarding cessation of current school operations at charter revocation.</p> <ul style="list-style-type: none"> * If applicable, instruct contractors to make arrangements to remove any contractor property from the School facility by a date certain, e.g., copying machines, water coolers, other rented property. * Retain records of past contracts with proof that they were fully paid (see Records Retention, below) to prevent spurious claims. <p>Provide Osprey Wilds with a copy of such notice.</p> <p>As appropriate, and to the extent possible, terminate contracts for goods and services as of the last date such goods or services will be needed to the extent not necessary for the educational program or closure of the School.</p> <ul style="list-style-type: none"> * Telephone, gas, electric, water, insurance (premises and E&O insurance, see below) should remain operative through the charter revocation and to the extent necessary. 		
Other:		
Notification of Employees and Benefit Providers		
<p>After an employee termination date is established, but in no event later than June 1, notify all employees of termination of employment and/or contracts, and notify benefit providers of pending termination of all employees. Further notify employees and providers of termination of all benefit programs, and, if allowable, terminate all programs as of the last date of service in accordance with applicable law and regulations (i.e. COBRA), including:</p> <ul style="list-style-type: none"> * health care / health insurance; * life insurance; * dental plans; * eyeglass plans; * cafeteria plans; * 401(k), retirement plans; * pension plans; * TRA; and * PERA <p>Specific rules and regulations may apply to such programs especially teacher's retirement plans so legal counsel should be consulted. Employees should be notified of eligibility for unemployment compensation. (In the event the School has not paid into the unemployment program on an ongoing basis, the School may have significant financial liability on an ongoing basis after charter revocation (June 30), and reserve funds should be set aside for this purpose.) See School Wind-Up Plan and Action regarding payment of taxes, below.</p>		
Other:		
Notification of Food and Transportation Services and Cancellation of Contracts		

Within 20 business days after charter revocation (June 30), or earlier if required by the contractual notice requirements, cancel school district or private food and/or transportation services for summer school and next school year.		
Other:		
Notification of Osprey Wilds Regarding Lawsuits		
As soon as possible after receiving notice and/or service of process regarding litigation against, or initiated by, the School, School Board or School employees, notify Osprey Wilds and provide copies of legal papers received. The School has an ongoing obligation to keep Osprey Wilds informed regarding such litigation, including bankruptcy, whether voluntary or involuntary, and to provide copies of all filings.		
Other:		
List of Creditors and Debtors; UCC Search		
<p>Within 20 business days after charter revocation (June 30), formulate list of creditors and debtors and any amounts accrued and unpaid with respect to such creditor or debtor.</p> <ul style="list-style-type: none"> * This list is not the same as the contractor list, above, but may include contractors, which should be listed. * Creditors include lenders, mortgage holders, bond holders, equipment suppliers, service providers and secured and unsecured creditors. Security interests may be recorded and filed pursuant to the Uniform Commercial Code (UCC) with the county and State of Minnesota, and may include all of the assets of the School Corporation or specific assets in which a creditor has an interest as long as such debt remains outstanding. * The UCC search should be performed by the School to determine if there are any secured creditors and to what assets security interests are attached. * Debtors include persons who owe the school fees or credits, lessees or sub lessees of the School, and any person holding property of the School. <p>Provide a copy of the list of creditors to Osprey Wilds with the amount owed to each creditor thereon and the amount owed by each debtor.</p>		
Other:		
Notification to Creditors		
Within 30 business days after charter revocation (June 30), the School must notify all creditors of its closure. The School should solicit from each creditor a final accounting of the School's accrued and unpaid debt owed to such creditor. This figure should be compared to the School's calculation of the debt and be reconciled between the parties. To the extent possible, the School should also begin to negotiate a settlement of debts, which is		

ultimately consummated by a settlement agreement reflecting satisfaction and release of the existing obligations, if possible.		
Other:		
Notification to Debtors		
Within 30 business days after charter revocation (June 30), the School must contact all debtors and demand payment. To the extent collection efforts are unsuccessful, the School may turn the debt over to commercial debt collection agencies. All records regarding such collection or disputes by debtors regarding amounts owed must be retained.		
Other:		
School Wind-Up Plan and Action		
<p>The School Corporation shall collect debts, dispose of assets and negotiate with and pay creditors in an orderly fashion in accordance with a timetable and plan adopted by the School's board of directors. Priority should be given to continuing the School's educational program through the end of the school year and retaining funds to complete the wind-up process.</p> <p>The initial plan should be adopted within 20 business days of notice of final determination, and be updated at least bi-weekly with copies to Osprey Wilds. The plan should include, but not be limited to, the following.</p> <ul style="list-style-type: none"> * Termination of non-essential personnel and cancellation of non-essential services prior to charter revocation (June 30). * Make final federal, state and local tax payments (every employer, including the School, which pays wages to employees is responsible for withholding, depositing, paying, and reporting federal, state and local income tax, social security taxes, and federal unemployment tax for such wage payments). * Auction / sale of assets in a manner that avoids conflicts of interest, and maximizes net revenue to the extent permitted by ongoing agreements with existing creditors in accordance with MN §15.054. (See Liquidation of Assets, below.) * Liquidation or closing of bank accounts according to a schedule that minimizes fees but leaves the School enough flexibility to pay creditors, attorneys, accountants, etc. during the course of the wind-up, including funds for a final audit, and (if the School Corporation does not submit or the board of directors do not approve a renewal application), for dissolution. * Cancellation of corporate credit cards and lines of credit. * Change authorized signatures on accounts as needed to reflect changes in persons authorized to implement the wind-up operations of the School Corporation, and 		

<p>employment, contract and School Board status of those authorized to sign for the School.</p> <p>Status reports on the implementation of the School Wind-Up Plan to be submitted to Osprey Wilds through Interim Statements and a Final Statement (below).</p> <p>Other:</p>		
Protection of Assets; Insurance		
<p>The School's assets and any assets in the School that belong to others must be protected against theft, misappropriation and deterioration.</p> <ul style="list-style-type: none"> * Existing insurance coverage should be maintained on the assets until the disposal of such assets in accordance with the Wind-Up Plan. * Continue existing insurance for School Facility, vehicles and other assets until <ul style="list-style-type: none"> 1) disposal or transfer of real estate or termination of lease, and 2) disposal, transfer or sale of vehicles and other assets are sold, respectively. * Negotiate School Facility insurance with entities that may take possession of School Facility – leaseholder, lenders, mortgagors, bond holders, etc., if possible. * Appropriate security services should be obtained or maintained. * Action may include moving assets to secure storage after closure or loss of the School Facility. <p>Other:</p>		
Inventory		
<p>No later than 30 business days prior to charter revocation (June 30), all of the School's assets must be inventoried with item numbers and quantities and/or its inventory updated.</p> <ul style="list-style-type: none"> * All assets of the School, not just ones over a certain dollar value, must be inventoried. * Identify assets purchased with Federal CSP Grant funds. * Identify assets belonging to other entities (school district, county, municipality, teachers, health department, foundations, vendors, PTA, etc.), including those borrowed or loaned. * Identify assets encumbered by the terms of a contingent gift, grant or donation, or a security interest. * Return assets not belonging to School and document same. <p>Provide Osprey Wilds with a copy of the inventory.</p> <p>Other:</p>		
Liquidation of Assets		
<p>Assets must be liquidated in a commercially reasonable manner including, but not limited to, sale by way of auction, sealed</p>		

<p>bidding or other commercially reasonable sales methods to the extent permitted under agreements with existing creditors and to the extent such assets are free and clear of any liens or encumbrances. If an asset is subject to a lien, encumbrance or security interest (above), the secured party should be contacted. <i>(See Federal CSP Grant information above.)</i></p> <p>Pursuant to MN §317A.735, no asset may be given away, except as authorized by law. In cases where the cost of disposing of an asset will exceed the cost to be received at sale or auction, it may be permissible to give away or discard such assets. However, this should be cleared from the largest or sole creditor(s) in advance. School Board members and their relatives as well as employees and students of the School should not purchase any asset unless the purchase is disclosed to the School Board and the disclosure is made a matter of record in the School Board's minutes and approved by a majority of the non-interested members of the School Board.</p>		
Other:		
E&O Insurance		
Maintain existing directors and officers' liability (E&O) insurance, if any, until final dissolution of the School Corporation. If no such E&O insurance exists, disclose this fact to the board of directors.		
Other:		
Interim Statements		
<p>No later than 10 business days after charter revocation (June 30), prepare, and submit to Osprey Wilds, an interim statement in a form satisfactory to Osprey Wilds, of the status of all contracts and other obligations of the School Corporation, and all funds, including principal and accrued interest, owed to, and by, the School Corporation, with supporting evidence showing:</p> <ul style="list-style-type: none"> * all creditors or former creditors, any amounts paid to creditors (or in-kind exchanges of assets), and any amounts of debt of the School or School Corporation outstanding, including principal and accrued interest, as of the date of the interim report; and * all amounts owed to the School Corporation by debtors, any amounts paid by debtors, and whether any debtors have paid in full, and any amounts outstanding; and * all income generated through sale or auction of assets and any other change in status of assets. <p>The School will prepare and submit such statements to Osprey Wilds at 30 day intervals until the final statement (below) is prepared and submitted.</p>		
Other:		
Final Statement		

<p>At a date to be determined by Osprey Wilds, anticipated to be no later than 90 business days after charter revocation (June 30), no later than 10 business days prior to the filing of a dissolution proceeding the School shall prepare to the full satisfaction of Osprey Wilds a final statement of the status of all contracts and other obligations of the School Corporation, and all funds owed to the School, audited (or confirmed) by an independent accountant, with supporting evidence showing:</p> <ul style="list-style-type: none"> * all assets and the value and location thereof, whether such asset has been distributed to creditors in satisfaction or payment of any existing debt obligation; and * each remaining creditor and any and all amounts owed to each creditor, including principal and accrued interest through the date of such statement; and * statement that (a) all debts have been collected, or (b) that good faith efforts have been made to collect same, and * each remaining debtor of the School or School Corporation and the amounts owed by each debtor, including principal and accrued interest. * This statement is submitted to Osprey Wilds in the form in which it will be sworn and submitted to the MN Attorney General and/or MN Secretary of State as part of any dissolution proceeding. * This statement is in addition to the final Financial Statement Audit. 		
Other:		
Final Financial Statement Audit		
The School must have a financial statement audit performed in accordance with the Charter and the Act no later than November 1 of the calendar year in which the School ceases instruction.		
Other:		
Closeout of State and Federal Grants		
<p>State, federal and other grants must be closed out, (<i>See Contact MDE section above</i>) including:</p> <ul style="list-style-type: none"> * notification to the grant entity of the School closure; and * filing of any required expenditure reports or receipts and any required program reports. <p>The School Corporation should continue to pursue grant funds to which it is entitled, provided that it fully discloses its current situation and intentions with respect to closure. The School Corporation should not seek or accept grant funds for future school years when the School will be closed. Grant status should be noted on financial statements.</p>		
Other:		
IRS Status; Reports		

<p>The School Board must continue to take all steps necessary to maintain its 501(c)(3) status, including, but not limited to, the following:</p> <ul style="list-style-type: none"> * notification to IRS regarding any address change of the School Corporation; * filing of required tax returns or reports (e.g., IRS form 990 and Schedule A); and * notification to the IRS of dissolution of the education corporation and its 501(c)(3) status and furnish a copy to Osprey Wilds. 		
Other:		
Corporate Records		
<p>In all cases, the School Board shall maintain all corporate records related to:</p> <ul style="list-style-type: none"> * Loans, bonds, mortgages and other financing; * Contracts; * Leases; * Assets and asset sales; * Grants – records relating to federal grants must be kept in accordance with 34 CFR 8042. * Governance (Minutes, by-laws, policies); * Employees (background checks, personnel files); * Accounting/audit, taxes and tax status, etc.; * Personnel, * Employee benefit programs and benefits; and * Student summary test data files * Any items listed in this Closure Plan. <p>When the School Corporation is dissolved, the members of the School Board or other custodian of the records of the School have the duty to properly maintain the permanent records of the School according to law and stored in a secure, locked container.</p>		
Other:		
Resolution of Dissolution		
<p>The School Board must adopt a resolution that the School Corporation be dissolved and proceed to file the same with the MN Attorney General and/or MN Secretary of State.</p>		
Other:		
Dissolution		
<p>The Board must follow the dissolution provisions in its articles of incorporation and applicable laws. This may include:</p> <ul style="list-style-type: none"> * a complete statement of all assets, their location and an estimate of their value; and * a statement of the ascertainable debts of the education corporation. <p>Whenever the Charter or an order of dissolution is made, the members of the School Board or other custodian of the records of</p>		

<p>the School have the duty to properly maintain the permanent records of the School according to law and stored in a secure, locked container. The Board must provide the name and contact information of the person who will maintain the permanent records of the school.</p> <p>Copies of all papers related to dissolution should be sent to Osprey Wilds.</p> <p>Members of the School Board are empowered to continue in office even after the expiration of the Charter and dissolution of the School Corporation for the purpose of winding-up and settling the affairs of the School Corporation, and after the dissolution of the School Corporation.</p>		
Other:		
Final Distribution of Assets		
<p>All liabilities and obligations of the School must be paid and discharged (or adequate provision must be made therefore) to the extent of the School's assets. Any assets held subject to a lien, encumbrance, security interest or other written conditions or limitations must be disposed of in accordance with and subject to those conditions or limitations. Assets received and held by the School subject to limitations permitting their use only for charitable, benevolent, educational, or similar purposes, but not held upon condition requiring return or with specific disposition instructions, shall be held until dissolution and transferred or conveyed to one or more charter schools or to the school district in which the School is located.</p> <p>* An itemized receipt must be obtained from each recipient of an asset containing the name, address and telephone number of the recipient. (In case of later question, audit or review by federal bankruptcy or state supreme court, or other governmental body.)</p> <p>* In closing out any federal grant and accounting for any federal grant funds, property owned by the federal government or property acquired under a federal grant must be distributed in accordance with federal regulations.</p>		
Other:		

Exhibit P: Ongoing Evaluation Criteria, Processes, and Procedures

The Osprey Wilds Charter School Division (CSD) is comprised of professionals with charter school authorizing and evaluation expertise. This includes both employees of Osprey Wilds Environmental Learning Center and contracted service providers. The CSD is overseen and monitored by the Charter School Committee and the Osprey Wilds Board of Directors. Ultimately, the Osprey Wilds Board makes decisions regarding the ongoing authorization of any particular school.

Ongoing Evaluation Criteria

Osprey Wilds evaluates schools in four primary areas:

1. Academic Performance
2. Environmental Education Performance
3. Financial Performance
4. Operations Performance

Academic Performance

Osprey Wilds evaluates its authorized schools' academic performance on 11 primary indicators.

Following are the key questions each indicator addresses:

Indicator 1: Mission Related Outcomes	Are all students achieving significant academic and/or personal growth, knowledge and skill development, and accomplishments related to the school's mission?
Indicator 2: English Language Learners	Are EL students at the school achieving adequate progress towards English Language Proficiency?
Indicator 3: Reading Growth	Are all and subgroups of students meeting expected growth targets in reading?
Indicator 4: Math Growth	Are all and subgroups of students meeting expected growth targets in math?
Indicator 5: Reading Proficiency	Are all and subgroups of students achieving proficiency in reading?
Indicator 6: Math Proficiency	Are all and subgroups of students achieving proficiency in math?
Indicator 7: Science Proficiency (and Growth)	Are all and subgroups of students achieving proficiency in science? And, if applicable, are all and subgroups of students meeting expected growth targets in science?

Indicator 8: Proficiency or Growth in Other Curricular Areas or Educational Programs	Are all and subgroups of students achieving proficiency or meeting expected growth targets in other curricular areas or educational programs?
Indicator 9: Post Secondary Readiness	Are all and subgroups of high school students prepared for post secondary success?
Indicator 10: Attendance	Are students attending the school at high rates?
Indicator A: Federal and State Accountability	How is the school performing according to federal and state accountability measures?

Not all performance indicators are applicable to each school; for example, one indicator is only for high schools. A school will have a contractual goal in each applicable indicator area, and the school's performance on attaining these goals will be evaluated according to the measures defined in Exhibit G: Academic and Academic-Related Goals. Each measure is weighted to indicate its overall significance in fulfilling the primary purpose of charter schools as outlined in statute which is to improve all pupil learning and all student achievement. These weights are agreed upon by Osprey Wilds and the school and are included in Exhibit G. The school earns a rating on each measure based on the school's performance over the term of the contract. Each performance rating is assigned a point value according to the weight of the measure:

- Exceeds Target: ×1.5 points
- Meets Target: ×1.0 points
- Approaches Target: ×0.5 points
- Does Not Meet Target: ×0.0 points

Indicator areas are then assigned a rating based on the percentage of points earned:

- Exceeds Standard = 100.1-150.0% of points earned
- Meets Standard = 75.0-100.0% of points earned
- Approaches Standard = 50.0-74.9% of points earned
- Does Not Meet Standard = 0.0-49.9% of points earned

Improving all pupil learning and all student achievement is the most important factor Osprey Wilds will consider in determining contract renewal, which determination shall be based substantially on the school's attainment of its academic and academic-related goals identified in Exhibit G. See "Guidelines for Renewal Determination" below for more information.

Academic Performance Evaluations are completed annually and as often as deemed appropriate by Osprey Wilds.

Environmental Education Performance

Osprey Wilds evaluates its authorized schools' Environmental Education (EE) performance on eight primary indicators.

OUTCOMES	Indicator 1: Awareness	Students demonstrate an awareness of the relationship between the environment and human life and the diversity of life that shares the earth with humans.
	Indicator 2: Knowledge	Students have knowledge of how natural systems function and how human systems interact with and depend on them.
	Indicator 3: Attitudes	Students demonstrate respect and concern for the earth's health and the motivation to participate in environmental stewardship.
	Indicator 4: Skills	Students possess the skills needed to identify and critically analyze environmental issues, and to contribute to resolving the root of environmental challenges.
	Indicator 5: Action	Students have the capacity, or are increasing their capacity, to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems.
INPUTS	Indicator 6: Environmental Education Program	The school implements values and strategies that foster learning and create environmentally literate citizens who engage in creating healthy outcomes for individuals, communities, and the Earth.
	Indicator 7: Governance	The board of directors allocates the appropriate financial, human, and organizational resources to carry out environmental education and monitors the school's progress toward its goals.
	Indicator 8: Operations	Operational decision-making by school leadership, staff, and faculty reflects a commitment to environmental sustainability. The school has a waste reduction and recycling program in place.

EE Performance Evaluations may be completed annually or as often as deemed appropriate by Osprey Wilds, but at least in the school's renewal year.

Financial Performance

Osprey Wilds evaluates its authorized schools' financial performance on three primary indicators.

1. Financial Management

This portion of the evaluation focuses on the school's performance relative to required financial management. Quality management and oversight of financials is a critical indicator of financial health. Schools that fail to meet the standards are not implementing best practices or those required by law or the charter contract and may be at greater risk for financial challenges in the present or future. This indicator includes the following measures: **Budgeting, Financial Policies and Practices, Financial Reporting, and Financial Audit.**

2. Near-Term Financial Health

This portion of the evaluation tests a school's near term financial health and is designed to depict the school's financial position and viability in the coming year. Schools that fail to meet the standards may currently be experiencing financial difficulties and/or have a higher likelihood for financial hardship. These schools may require additional review and/or corrective action by Osprey Wilds. This indicator includes the following measures: **Current Ratio, Days Cash on Hand, and Enrollment Variance.**

3. Financial Sustainability

This portion of the evaluation includes longer-term financial sustainability measures and is designed to depict the school's financial position and viability over time. Schools that fail to meet the standards are more likely to face financial hardship in the future. This indicator includes the following measures: **Fund Balance Percentage, Total Margin and Aggregated Three-Year Total Margin, and Debt to Asset Ratio.**

Near-Term and Sustainability indicators are evaluated by Osprey Wilds annually. The Management indicator may be evaluated annually or as often as deemed appropriate by Osprey Wilds, but at least in the school's renewal year.

Operations Performance

Osprey Wilds evaluates its authorized schools' operations performance on six primary indicators, or general categories.

1. Educational Program

This portion of the evaluation focuses on how the school has implemented key components of the educational program. This indicator includes the following measures: **Mission & Vision, Instruction & Assessment, Educational Requirements, Special Education, English Learners, and Parent & Student Satisfaction.**

2. Governance

This portion of the evaluation focuses on the board's governance, oversight, and evaluation. This indicator includes the following measures: **Board Composition & Capacity, Board Decision-Making & Oversight, and Management Accountability.**

3. School Environment

This portion of the evaluation focuses on the environment that the school has created for students. This indicator includes the following measures: **Facilities & Transportation and Health & Safety.**

4. Student Rights

This portion of the evaluation focuses on the practices and procedures of the school related to student enrollment and privacy rights. This indicator includes the following measures: **Admissions & Enrollment and Due Process & Privacy.**

5. Personnel Practices

This portion of the evaluation focuses on the school's practices and successes related to staffing. This indicator includes the following measures: **Licensure, Staff Retention and Employment Practices.**

6. Compliance & Reporting

This portion of the evaluation focuses on the school's ability to meet various authorizer and state compliance and reporting deadlines and activities. This indicator includes the following measures: **Charter School Annual Reports, Insurance and Authorizer & State Compliance.**

Operations Performance Evaluations may be completed annually or as often as deemed appropriate by Osprey Wilds, but at least in the school's renewal year.

Process and Procedures for Ongoing Evaluation

The Osprey Wilds CSD uses the following process and procedures to conduct ongoing evaluation of its authorized schools:

Data Review and Analysis – Osprey Wilds regularly reviews data that is publicly available, supplied by the school, or provided by MDE. This includes a review of state academic data, annual reports, budgets, financial audits, other compliance documents, and any other relevant data available to Osprey Wilds. This also includes a periodic review of financial reports and board meeting materials and minutes. Osprey Wilds reserves the right to request data from the school consistent with data privacy practices.

Site Visits and Board Observations – Osprey Wilds regularly visits authorized schools to verify performance and compliance. Osprey Wilds, at its sole discretion, determines the frequency and scope of site visits. During site visits, Osprey Wilds staff or contracted evaluators observe classrooms, tour the facilities and interview key school stakeholders including board members, school leadership, teachers, staff, parents, and students. In a school's renewal year, Osprey Wilds will send a team of evaluators to conduct a renewal site visit in preparation for determining a renewal recommendation to the Charter School Committee and Board of Directors.

Osprey Wilds attends at least one board meeting per year for each of its authorized schools in order to observe the school's governance. Osprey Wilds, at its sole discretion, determines the frequency of attendance at board meetings. Osprey Wilds may also request time on a meeting agenda to present information to the school's board.

Feedback and Strategic Intervention – Osprey Wilds provides feedback to schools in its portfolio through performance evaluations, presentations at school board meetings, formal written communication to the school leadership and board, and informal verbal communication. Osprey Wilds also gives schools the opportunity to provide additional information on any relevant issues that warrant explanation or clarification.

Osprey Wilds may, at its discretion, implement a formal intervention or provide strategic support to schools that are not in compliance with or are not on track to meet statutory or contractual expectations.

Renewal Recommendations – During the final year of an authorized school's active contract, the school is required to submit an application for renewal that summarizes how it fulfilled the terms of its active contract, the strategic direction it plans for the years of a subsequent contract, and potential performance goals for a subsequent contract. Osprey Wilds CSD reviews that application, conducts a renewal site visit, completes a renewal evaluation report, and compiles a recommendation to the Osprey Wilds Board. Those recommendations are reviewed and accepted or amended by the Charter School Committee (CSC). The CSC's recommendations are then presented to the Osprey Wilds Board for adoption or amendment.

Guidelines for Renewal Determination*

Charter renewal will be based primarily on a school's attainment of its academic and academic-related goals identified in Exhibit G, which is evaluated according to Osprey Wilds' Academic Performance Framework, and secondarily on other factors, including but not limited to Environmental Educational, Financial, and Operations performance, intervention status of the school, and designations assigned to the school by the Minnesota Department of Education.

Renewal Tracks

In the final year of an authorized school's active contract, Osprey Wilds will determine the school's renewal track as outlined below:

1. Eligible for Fast Track Renewal

- Condensed renewal application and site visit, including collection of school's best practices for future dissemination by Osprey Wilds.
- Earlier board resolution by the Osprey Wilds Board of Directors.
- Five-year renewal recommendation by the CSD to the CSC as merited by school's performance over the contract term.

2. Eligible for Renewal

- Standard renewal application and site visit.
- Five-year renewal or three-year probationary renewal recommendation by the CSD to the CSC as merited by school's performance over the contract term.

3. Candidate for Nonrenewal

- Standard renewal application and site visit.
- Nonrenewal, one-year conditional renewal, or three-year probationary renewal recommendation by the CSD to the CSC as merited by school's performance over the contract term.

Primary Factor

Notwithstanding secondary factors, renewal tracks will be determined by Osprey Wilds based upon the school's fulfillment of the primary factor, which is the attainment of its academic and academic-related goals identified in Exhibit G:

- If a school attains all of its contractual outcomes in Exhibit G as determined by Osprey Wilds' Academic Performance Evaluation (i.e., 100% or more of possible points), the school will be considered eligible for fast track renewal.
- If a school attains at least half of its contractual outcomes in Exhibit G as determined by Osprey Wilds' Academic Performance Evaluation (i.e., 50% or more of possible points), the school will be considered eligible for renewal.
- If a school attains less than half of its contractual outcomes in Exhibit G as determined by Osprey Wilds' Academic Performance Evaluation (i.e., less than 50% of possible points), the school will be considered a candidate for nonrenewal.

Secondary Factors

The following secondary factors, either alone or in combination with one or more factors, may alter a school's renewal track. Osprey Wilds will provide clear analysis of each secondary factor and the rationale for its impact on the school's renewal track determination in the renewal evaluation report.

Secondary factors that may decrease a renewal track (e.g., from "eligible for renewal" to "candidate for nonrenewal"):

- The school receives a rating of Does Not Meet Standard in any indicator area on the most recent Academic Performance Evaluation.
- The school receives a rating of Does Not Meet Standard, Minimally Developed, or Undeveloped in any indicator area or measure on the most recent Environmental Education Evaluation.
- The school receives a rating of Does Not Meet or Falls Far Below Standard in any measure on the most recent Financial Performance Evaluation.
- The school receives a rating of Does Not Meet Standard in any measure on the most recent Operations Performance Evaluation.
- The school (or a site at the school) is currently identified for targeted or comprehensive support under the North Star system for school and district accountability by the Minnesota Department of Education.
- The school was placed on intervention by Osprey Wilds at any time during the current contract term.
- The school's current contract is a probationary contract.

Secondary factors that may increase a renewal track (e.g., from "candidate for nonrenewal" to "eligible for renewal" or "eligible for renewal" to "eligible for fast track renewal"):

- The school (or a site at the school) was recognized for success by the Minnesota Department of Education at any time during the current contract term.
- The school was identified as a High-Quality Charter School (HQCS) by the Minnesota Department of Education at any time during the current contract term.
- The school was identified as a HQCS due to its academic performance by the Minnesota Department of Education at any time during the current contract term, but was ineligible to receive the designation due to financial and/or compliance check(s) in at least two years of the current contract term.
- Other external recognition from a reputable organization that demonstrates the school is successfully fulfilling the primary or additional purposes of Minnesota Statutes 124E.01.

**These guidelines do not obligate the Osprey Wilds Charter School Division, Charter School Committee, or Board of Directors to a particular renewal decision or length of contract and should not be construed as requirements or guarantees.*

School Nutrition Programs

Agreement for Vended Meals Provided by a School Food Authority

School Year 2022-2023

This agreement is for a School Food Authority (SFA) that participates in School Nutrition Programs (SNP) to obtain reimbursable SNP meals from another SFA, which is referred to in this contract as the "Vendor". An *Agreement for Vended Meals Provided by a School Food Authority* must be completed each school year that the Vendor will provide meals to the SFA. This agreement template may not be used to obtain SNP meals from a commercial vendor.

Meal charges are based on the Vendor recouping at least the estimated costs of providing the meals or snacks. If actual costs are not available, the charge may be based on the total federal reimbursement that could be received for the meal or snack including the value of USDA Foods if applicable.

Competitive quotes are not needed when SNP meals will be obtained from another SFA. The Vendor and SFA may directly negotiate meal prices without additional, competitive quotes.

I. Purpose and Term

"School Food Authority" or "SFA" means the school food authority that will receive the meals and claim the meals for SNP reimbursements under the SFA's agreement with the Minnesota Department of Education (MDE).

"Vendor" means the school food authority that will provide the SNP meals.

This contract, between School Food Authority (SFA):

Discovery Public School Faribault

SFA's Cyber-Linked Interactive Child Nutrition System (CLiCS) Sponsor Identification Number:

1000005352

and Vendor :

Faribault Public Schools, ISD 656

SFA's Cyber-Linked Interactive Child Nutrition System (CLiCS) Sponsor Identification Number: 1000003993

authorizes that the Vendor will provide meals, snacks or milk in accordance with this agreement and the federal regulations and policies applicable to the U.S. Department of Agriculture (USDA) Child Nutrition program(s) identified in Section II of this contract.

The contract is effective for the period of: 07/01/2022

through 06/30/2023

Vendor will provide meals to SFA site(s) listed below or on an attached list.

Site Name	Site Address	CLICS Number (if known)
Discovery Public School Faribault	126 8th St. NW, Faribault, MN 55021	1000006412

SFA will notify Vendor SFA with 30 days' notice of changes to sites.

If all sites do not receive the same types of meals, describe differences between sites here:

All sites receive same option.

II. Meal Requirements

A. Vendor will provide meals, snacks and/or milk that meet applicable School Nutrition Programs requirements, including revised requirements from the Healthy, Hunger-Free Kids Act of 2010 (check all programs that apply):

- ☒ Lunches meeting National School Lunch Program requirements,* 7 Code of Federal Regulations (CFR) 210.
- ☒ Breakfasts meeting School Breakfast Program requirements, 7 CFR 220.
- ☐ Snacks meeting Afterschool Care Snacks requirements, 7 CFR 210.
- ☐ Milk meeting Special Milk Program requirements, 7 CFR 215 / Minnesota Kindergarten Milk Program.
- ☐ Other (describe):

B. Vendor will provide meals to SFA in the following manner:

- ☐ Unitized meals.
- ☒ Bulk quantities accompanied by written instructions regarding the planned portion size for each food component.

C. Vendor will also provide (check all that apply):

- ☐ Eating Utensils.
- ☒ Condiments.
- ☒ Paper Items. Paper goods (and plastic eating utensils as needed) for meals are included in the price stated in contract).

☐ Extra Milk.

☒ Transportation Containers.

Transportation containers will be delivered via FPS courier.

☐ Other, describe:

III. Meal Charges and Billing

- A. SFA will pay the following fixed prices for meals that meet program requirements and are delivered in accordance with the agreement. The fixed prices are the total amount due from SFA for each meal type; Vendor will not charge other fees, or request reimbursement of any costs, in addition to the fixed meal prices.

Meal charges are based on the use of all commercial foods. Meal prices have *not* been reduced to reflect the value of SFA's USDA Foods. SFA will receive credit for its USDA Foods entitlement value as described in Section V.

Breakfast \$ **\$2.77**

Snack \$

Lunch \$ **\$3.23**

Meals (check one): ☒ include milk ☐ do not include milk

If applicable, describe other charges such as for extra milk, adult meals, and adjustments to meals to accommodate special dietary needs:

There will be no alternative charge arrangements.

Vendor SFA will bill SFA as described (include frequency of billing):

-Invoices will be generated monthly and submitted to Discovery Public School via email.

-Meal counts served will be provided daily to FPS.

Breakfast meals provided will only be billed for meals served.

NOTE: Neither the Minnesota Department of Education (MDE) nor USDA assumes any liability for meal payments.

IV. Substitutions and Modifications for Medical or Special Dietary Needs

Vendor will substitute or modify food or beverage items as requested by SFA for students with medical or special dietary needs as specified by SFA. SFA is responsible to obtain and maintain any documentation required for SFA to claim program reimbursements.

If Vendor incurs additional costs for substitutions specified by SFA that exceed the regular meal payments, Vendor may request reimbursement from SFA for the additional costs. Neither SFA nor Vendor may charge any additional amounts to students who qualify for substitutions.

A. Substitutions or Modifications for Students with Disability – Federal Requirement

Vendor will provide substitutions or modifications to meals, as specified by SFA, for students with a disability that restricts their diet so that they are unable to consume the regular program meals. SFA is responsible to obtain the *Special Diet Statement* for the student that is required for SFA to claim program reimbursement for the meals.

B. Lactose-Reduced Milk for Students with Lactose Intolerance – State Requirement

Vendor will make available at least one of the following types of lactose-reduced milk specified in Minnesota Statutes section 124D.114 for lactose-intolerant students whose parents have submitted written requests: lactose-reduced milk; milk fortified with lactase in liquid, tablet, granular, or other form; or milk to which lactobacillus acidophilus has been added. A portion of a lactose-reduced milk product may be poured or served from a large container. SFA is responsible to maintain the written requests on file.

C. Meal Substitutions for Students without Disability (Optional)

☒ If this box is checked, SFA has established a policy as allowed by School Nutrition Programs to offer meal substitutions that are within the meal pattern on a case-by-case basis for *students who do not have a disability* but who have special dietary needs. SFA will specify the required substitutions to Vendor.

D. Non-Dairy Fluid Milk Substitutes (Optional)

☐ If this box is checked, SFA has established a policy as allowed by School Nutrition Programs to offer one or more *non-dairy fluid milk substitutes that are nutritionally equivalent to cow's milk* to students with a medical or other special dietary need. Vendor will provide non-dairy fluid milk substitute(s) in accordance with SFA's policy. SFA will maintain the written requests that are required to claim program reimbursement for non-dairy fluid milk substitutes.

V. USDA Foods

SFA's USDA Foods entitlement value for the school year is \$ 443.19 . SFA will permit MDE to transfer SFA's entitlement value for the school year to Vendor. Vendor will credit SFA for SFA's USDA Foods based on SFA's entitlement value.

Vendor will provide credits for USDA Foods to SFA at this frequency (check one):

☒ On the monthly invoice, in the set monthly credit amount based on SFA's entitlement value shown above divided by SFA's number of operating months.

SFA's number of operating months: 10

Monthly credit that will be provided by Vendor (total entitlement divided by the number of operating months): \$

☐ Other frequency

☒ At the end of the contract year.

VI. Ordering and Delivering

A. SFA or sites will notify Vendor in advance of the number of meals needed.

Vendor will use an organized system for receiving orders for delivery adjustments; documenting orders for delivery adjustments; adjusting production levels, if necessary; ensuring that delivery receipts are changed to reflect adjusted meal orders; and ensuring that adjusted meal orders for each site are correctly packaged and loaded for delivery.

Indicate deadline(s) for SFA or sites to send meal orders (such as by a set time on the previous day or the same day of the meal service) and how notice will be provided, by e-mail, telephone or in person. Indicate timeline(s) for increasing and decreasing an order that has been made. If more than one site, indicate any differences between sites. Describe here, or reference here to attached information:

B. Vendor will deliver meals as described. Include time(s) for each site.

(For each meal service, indicate time that meal will be delivered or picked up by SFA. If more than one site, indicate for each site.) Describe here, or reference here to attached information:

Meal counts are due to FPS by 9:00 am each day. Vendor and SFA will agree upon a late start procedure.

FPS will provide a hotbox for hot holding on site at Discover Public School.

C. Responsibility for transport containers:

(Indicate whether Vendor or SFA will be responsible for cleaning transport containers and, if applicable, schedule for Vendor to pick up or SFA/Site to return transport containers. If more than one site, indicate any differences between sites.)

Describe here, or reference here to attached information: Vendor Responsibility.

D. Other:

Catering food service options are available and will be agreed upon for each circumstance.

VII. Recordkeeping and Availability of Records

A. Vendor agrees to maintain full and accurate records, which are required for SFA to claim reimbursements through School Nutrition Programs. Required records include: 1) daily menu records; 2) daily quantities of food prepared, by type of meal; 3) daily number of meals furnished, by type of meal.

B. Vendor and SFA agree that books and records pertaining to Vendor SFA's food service fund will be made available to SFA upon request and agrees to retain all records for inspection and audit by representatives of

SFA, MDE, USDA, and U.S. General Accounting Office, at any reasonable time and place for a period of three (3) years after the final payment for the contract, except that in circumstances where audit findings have not been resolved the records must be retained beyond the three-year period until resolution of the audit.

VIII. Health and Sanitation

- A. All food will be properly stored, prepared, packaged and transported free of contamination and at appropriate temperatures.
- B. SFA will not pay for meals or snacks that are unwholesome or spoiled at time of delivery.

IX. SFA Control of Food Service

SFA will maintain overall responsibility for administration of the food service, in accordance with SNP regulations and policies.

SFA will:

- A. Retain control of the quality, extent and general nature of the food service, including counting the numbers of reimbursable meals and claiming SNP reimbursement from MDE.
- B. Retain control of the nonprofit food service account, overall financial responsibility for the nonprofit food service operation, and meal prices.
- C. Ensure that the food service operation is in conformance with SFA's agreement with MDE to participate in SNP.
- D. Maintain all applicable health certifications for SFA site(s).
- E. Monitor vended meals to ensure the food service is in conformance with program regulations.

X. Termination

Either party may terminate this contract for cause by notice in writing as described:

Notice of termination shall be provided in writing no less than 60 days prior to termination.

The contract may be terminated for convenience (no cause) if the parties mutually agree to terminate for convenience.

XI. Additional Provisions at Option of SFA and Vendor

Describe additional provisions here, or reference here to additional attached nonfinancial provisions:

No additional provisions at this time.

Agreement for Vended Meals Provided by a School Food Authority

Signatures

SFA Name: Discovery Public School Faribault

Authorized Representative: Dan Weisser

Title: Executive Director

Signature of Authorized Representative:

Date:

Vendor Name: Faribault Public Schools, ISD 656

Authorized Representative: Scott Gerdes

Title: Director of Finance & Operations

Signature of Authorized Representative:

Date:

School Nutrition Programs

Agreement for Vended Meals Provided by a School Food Authority

School Year 2021-2022

This agreement is for a School Food Authority (SFA) that participates in School Nutrition Programs (SNP) to obtain reimbursable SNP meals from another SFA, which is referred to in this contract as the "Vendor". An *Agreement for Vended Meals Provided by a School Food Authority* must be completed each school year that the Vendor will provide meals to the SFA. This agreement template may not be used to obtain SNP meals from a commercial vendor.

Meal charges are based on the Vendor recouping at least the estimated costs of providing the meals or snacks. If actual costs are not available, the charge may be based on the total federal reimbursement that could be received for the meal or snack including the value of USDA Foods if applicable.

Competitive quotes are not needed when SNP meals will be obtained from another SFA. The Vendor and SFA may directly negotiate meal prices without additional, competitive quotes.

I. Purpose and Term

"School Food Authority" or "SFA" means the school food authority that will receive the meals and claim the meals for SNP reimbursements under the SFA's agreement with the Minnesota Department of Education (MDE).

"Vendor" means the school food authority that will provide the SNP meals.

This contract, between School Food Authority (SFA):

Discovery Public School Faribault

SFA's Cyber-Linked Interactive Child Nutrition System (CLICS) Sponsor Identification Number:

1000005352

and Vendor :

Faribault Public Schools, ISD 656

SFA's Cyber-Linked Interactive Child Nutrition System (CLICS) Sponsor Identification Number: 1000003993

authorizes that the Vendor will provide meals, snacks or milk in accordance with this agreement and the federal regulations and policies applicable to the U.S. Department of Agriculture (USDA) Child Nutrition program(s) identified in Section II of this contract.

The contract is effective for the period of: 07/01/2021

through 06/30/2022

Vendor will provide meals to SFA site(s) listed below or on an attached list.

Site Name	Site Address	CLICS Number (if known)
Discovery Public School Faribault	126 8th St. NW, Faribault, MN 55021	1000006412

SFA will notify Vendor SFA with 30 days' notice of changes to sites.

If all sites do not receive the same types of meals, describe differences between sites here:

All sites receive same option.

II. Meal Requirements

A. Vendor will provide meals, snacks and/or milk that meet applicable School Nutrition Programs requirements, including revised requirements from the Healthy, Hunger-Free Kids Act of 2010 (check all programs that apply):

- ☒ Lunches meeting National School Lunch Program requirements, * 7 Code of Federal Regulations (CFR) 210.
- ☒ Breakfasts meeting School Breakfast Program requirements, 7 CFR 220.
- ☐ Snacks meeting Afterschool Care Snacks requirements, 7 CFR 210.
- ☐ Milk meeting Special Milk Program requirements, 7 CFR 215 / Minnesota Kindergarten Milk Program.
- ☐ Other (describe):

B. Vendor will provide meals to SFA in the following manner:

- ☐ Unitized meals.
- ☒ Bulk quantities accompanied by written instructions regarding the planned portion size for each food component.

C. Vendor will also provide (check all that apply):

- ☐ Eating Utensils.
- ☒ Condiments.
- ☒ Paper Items. Paper goods (and plastic eating utensils as needed) for meals are included in the price stated in contract).

☐ Extra Milk.

☒ Transportation Containers.

Transportation containers will be delivered via FPS courier.

☐ Other, describe:

III. Meal Charges and Billing

- A. SFA will pay the following fixed prices for meals that meet program requirements and are delivered in accordance with the agreement. The fixed prices are the total amount due from SFA for each meal type; Vendor will not charge other fees, or request reimbursement of any costs, in addition to the fixed meal prices.

Meal charges are based on the use of all commercial foods. Meal prices have *not* been reduced to reflect the value of SFA's USDA Foods. SFA will receive credit for its USDA Foods entitlement value as described in Section V.

Breakfast \$ \$2.73

Snack \$

Lunch \$ \$2.89

Meals (check one): ☒ include milk ☐ do not include milk

If applicable, describe other charges such as for extra milk, adult meals, and adjustments to meals to accommodate special dietary needs:

There will be no alternative charge arrangements.

Vendor SFA will bill SFA as described (include frequency of billing):

- Invoices will be generated monthly and submitted to Discovery Public School via email.
 - Meal counts served will be provided daily to FPS.
- Breakfast meals provided will only be billed for meals served.

NOTE: Neither the Minnesota Department of Education (MDE) nor USDA assumes any liability for meal payments.

IV. Substitutions and Modifications for Medical or Special Dietary Needs

Vendor will substitute or modify food or beverage items as requested by SFA for students with medical or special dietary needs as specified by SFA. SFA is responsible to obtain and maintain any documentation required for SFA to claim program reimbursements.

If Vendor incurs additional costs for substitutions specified by SFA that exceed the regular meal payments, Vendor may request reimbursement from SFA for the additional costs. Neither SFA nor Vendor may charge any additional amounts to students who qualify for substitutions.

A. Substitutions or Modifications for Students with Disability – Federal Requirement

Vendor will provide substitutions or modifications to meals, as specified by SFA, for students with a disability that restricts their diet so that they are unable to consume the regular program meals. SFA is responsible to obtain the *Special Diet Statement* for the student that is required for SFA to claim program reimbursement for the meals.

B. Lactose-Reduced Milk for Students with Lactose Intolerance – State Requirement

Vendor will make available at least one of the following types of lactose-reduced milk specified in Minnesota Statutes section 124D.114 for lactose-intolerant students whose parents have submitted written requests: lactose-reduced milk; milk fortified with lactase in liquid, tablet, granular, or other form; or milk to which lactobacillus acidophilus has been added. A portion of a lactose-reduced milk product may be poured or served from a large container. SFA is responsible to maintain the written requests on file.

C. Meal Substitutions for Students without Disability (Optional)

☒ If this box is checked, SFA has established a policy as allowed by School Nutrition Programs to offer meal substitutions that are within the meal pattern on a case-by-case basis for *students who do not have a disability* but who have special dietary needs. SFA will specify the required substitutions to Vendor.

D. Non-Dairy Fluid Milk Substitutes (Optional)

☐ If this box is checked, SFA has established a policy as allowed by School Nutrition Programs to offer one or more *non-dairy fluid milk substitutes that are nutritionally equivalent to cow's milk* to students with a medical or other special dietary need. Vendor will provide non-dairy fluid milk substitute(s) in accordance with SFA's policy. SFA will maintain the written requests that are required to claim program reimbursement for non-dairy fluid milk substitutes.

V. USDA Foods

SFA's USDA Foods entitlement value for the school year is \$ 443.19 . SFA will permit MDE to transfer SFA's entitlement value for the school year to Vendor. Vendor will credit SFA for SFA's USDA Foods based on SFA's entitlement value.

Vendor will provide credits for USDA Foods to SFA at this frequency (check one):

☒ On the monthly invoice, in the set monthly credit amount based on SFA's entitlement value shown above divided by SFA's number of operating months.

SFA's number of operating months: 10

Monthly credit that will be provided by Vendor (total entitlement divided by the number of operating months): \$

☐

Other frequency

☒

At the end of the contract year.

VI. Ordering and Delivering

A. SFA or sites will notify Vendor in advance of the number of meals needed.

Vendor will use an organized system for receiving orders for delivery adjustments; documenting orders for delivery adjustments; adjusting production levels, if necessary; ensuring that delivery receipts are changed to reflect adjusted meal orders; and ensuring that adjusted meal orders for each site are correctly packaged and loaded for delivery.

Indicate deadline(s) for SFA or sites to send meal orders (such as by a set time on the previous day or the same day of the meal service) and how notice will be provided, by e-mail, telephone or in person. Indicate timeline(s) for increasing and decreasing an order that has been made. If more than one site, indicate any differences between sites. Describe here, or reference here to attached information:

B. Vendor will deliver meals as described. Include time(s) for each site.

(For each meal service, indicate time that meal will be delivered or picked up by SFA. If more than one site, indicate for each site.) Describe here, or reference here to attached information:

Meal counts are due to FPS by 9:00 am each day. Vendor and SFA will agree upon a late start procedure.

FPS will provide a hotbox for hot holding on site at Discover Public School.



C. Responsibility for transport containers:

(Indicate whether Vendor or SFA will be responsible for cleaning transport containers and, if applicable, schedule for Vendor to pick up or SFA/Site to return transport containers. If more than one site, indicate any differences between sites.)

Describe here, or reference here to attached information: Vendor Responsibility.

D. Other:

Catering food service options are available and will be agreed upon for each circumstance.

VII. Recordkeeping and Availability of Records

A. Vendor agrees to maintain full and accurate records, which are required for SFA to claim reimbursements through School Nutrition Programs. Required records include: 1) daily menu records; 2) daily quantities of food prepared, by type of meal; 3) daily number of meals furnished, by type of meal.

B. Vendor and SFA agree that books and records pertaining to Vendor SFA's food service fund will be made available to SFA upon request and agrees to retain all records for inspection and audit by representatives of

SFA, MDE, USDA, and U.S. General Accounting Office, at any reasonable time and place for a period of three (3) years after the final payment for the contract, except that in circumstances where audit findings have not been resolved the records must be retained beyond the three-year period until resolution of the audit.

VIII. Health and Sanitation

- A. All food will be properly stored, prepared, packaged and transported free of contamination and at appropriate temperatures.
- B. SFA will not pay for meals or snacks that are unwholesome or spoiled at time of delivery.

IX. SFA Control of Food Service

SFA will maintain overall responsibility for administration of the food service, in accordance with SNP regulations and policies.

SFA will:

- A. Retain control of the quality, extent and general nature of the food service, including counting the numbers of reimbursable meals and claiming SNP reimbursement from MDE.
- B. Retain control of the nonprofit food service account, overall financial responsibility for the nonprofit food service operation, and meal prices.
- C. Ensure that the food service operation is in conformance with SFA's agreement with MDE to participate in SNP.
- D. Maintain all applicable health certifications for SFA site(s).
- E. Monitor vended meals to ensure the food service is in conformance with program regulations.

X. Termination

Either party may terminate this contract for cause by notice in writing as described:

Notice of termination shall be provided in writing no less than 60 days prior to termination.

The contract may be terminated for convenience (no cause) if the parties mutually agree to terminate for convenience.

XI. Additional Provisions at Option of SFA and Vendor

Describe additional provisions here, or reference here to additional attached nonfinancial provisions:

No additional provisions at this time.

Agreement for Vended Meals Provided by a School Food Authority

Signatures

SFA Name: Discovery Public School Faribault

Authorized Representative: Dan Weisser

Title: Executive Director

Signature of Authorized Representative:



Date:

5/20/21

Vendor Name: Faribault Public Schools, ISD 656

Authorized Representative: Andrew Adams

Title: Director of Finance & Operations

Signature of Authorized Representative:

Date: