

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

September 14, 2015

MISSION STATEMENT

The mission of the White Bear Lake Area School District, a leader in innovative education and community partnerships, is to ensure our students:

- **develop a love for learning,**
- **excel academically,**
- **are inspired to realize their dreams, and**
- **become engaged citizens with a global understanding**

by challenging each student with a dynamic, respectful and inclusive environment that nurtures the unique talents and abilities of every student.

**INDEPENDENT SCHOOL DISTRICT NO. 624
WHITE BEAR LAKE, MN 55110**

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: September 1, 2015

A meeting of the White Bear Lake Area School Board will be held on **Monday, September 14, 2015** at **7:00 p.m.** in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Seating of Student Representatives
5. Approve Agenda
6. Consent Agenda
 - a) Approval of Minutes
 - b) Payment of Invoices
 - c) Correspondence
 - d) Acceptance of Gifts
 - e) Approve Field Trips
 - f) Human Resources Items
 - g) Action on Recommendation to Designate Identified Officials with Authority as Required by the Minnesota Department

B. PUBLIC FORUM

During the Public Forum any person may address the School Board on a topic of interest or concern. Listed below are the procedures.

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those wishing to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Under School Board Policy 206, complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided, a phone call from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.

8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The School Board chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

1. Opening School Report
2. Recognition of Insight Recovery School
3. Superintendent's Report

D. DISCUSSION ITEMS

1. Measures of Student Success: Focus on College and Career
2. Overview of School Board/Superintendent Goals and Strategic Plan Priorities for 2015-16
3. First Reading of School Board Policies
 - a) Policy 427, Workload Limits for Certain Special Education Teachers
 - b) Policy 807, Health and Safety

E. OPERATIONAL ITEMS

1. Action on Approving the Use of the New City of White Bear Lake Voting System
2. Action on Agreement for District-Wide Municipal Solid Waste and Recycling Services
3. Action on Recommendation to Designate Identified Officials with Authority as Required by the Minnesota Department of Education
4. Action on 10-Year Long-Term Facility Maintenance Plan

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Induction of Student Representative**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Procedural Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent of Schools**

BACKGROUND:

Kyra Renner, 12th grade student at South Campus, will serve as the Student Representative for the 2015-16 school year.

Hannah Schulz, 12th grade student at South Campus, will serve at the Alternate Student Representative for the 2015-16 school year.

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **September 14, 2015**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

- a) Approval of Minutes
- b) Payment of Invoices
- c) Correspondence
- d) Acceptance of Gifts
- e) Field Trip Request(s)
- f) Human Resources Items

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **September 14, 2015**
SUGGESTED DISPOSITION: **Consent Agenda**
CONTACT PERSON(S): **Lori Swanson, School Board Clerk**

Background:

The School Board minutes from last month's meeting are being presented for approval by the School Board.

Recommendation: Approve minutes.

**INDEPENDENT SCHOOL DISTRICT NO. 624
WHITE BEAR LAKE, MN 55110**

A meeting of the White Bear Lake Area School Board was held on **Monday, August 10, 2015** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

AGENDA

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Storey, Swanson, Kimball, Mullin, Newberg, Chapman. Absent: Hiniker
3. Ex-Officio: Michael J. Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp
4. Pledge of Allegiance
5. Swanson moved and Mullin seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
6. Storey moved and Chapman seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting and work study session of July 13, 2015;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of field trip request;
 - Passage of resolution to approve personnel issues to include:
 - **Resignation/Termination – Classified Staff**
 - Mary Hamel – Part Time Cook, Central Middle School
Employed by District 624 since 05/01/2013
Effective Date: 06/05/2015
 - Jody Lyons – Pupil Support Assistant, High School – North Campus
Employed by District 624 since 11/14/2006
Effective Date: 08/14/2015
 - Anne Mcleod – Program Assistant Leader, Otter Lake Elementary
Employed by District 624 since 02/23/2015
Effective Date: 08/21/2015
 - Bobbi Jo Meador – Part Time Cook, Oneka Elementary School
Employed by District 624 since 04/22/2015
Effective Date: 06/05/2015
 - Margaret Newell – Part Time Cook, Central Middle School
Employed by District 624 since 05/15/2000
Effective Date: 06/05/2015

Dana Phetteplace – Program Assistant Leader, Willow Lane Elementary
Employed by District 624 since 09/06/2011
Effective Date: 07/31/2015

Marsha Strobel – Pupil Support Assistant, High School – South Campus
Employed by District 624 since 11/30/1998
Effective Date: 06/05/2015

Moua Yang – Ell Assistant, Otter Lake Elementary
Employed by District 624 since 09/01/2014
Effective Date: 06/05/2015

➤ **Retirement – Classified Staff**

Mary Jo Phillips – Administrative Assistant – Building Assistant, High School – South Campus
Employed by District 624 since 11/03/1997
Effective Date: 06/12/2015

➤ **Resignation/Termination – Certified Staff**

Rachael Anderson – Art Teacher, High School - South Campus
Employed by District 624 since 08/20/2014
Effective Date: 06/08/2015

Ellen Ettinger – Intervention Teacher, Vadnais Heights Elementary
Employed by District 624 since 08/27/2009
Effective Date: 06/08/2015

Leslie McGourty – Science Teacher, High School - North Campus
Employed by District 624 since 08/27/2009
Effective Date: 06/08/2015

➤ **Full – Time Leave Request – Certified Staff**

Lisa Switzer – Teacher, District Wide
Employed by District 624 since 02/06/2004
Effective Date: 2015 – 2016 School Year

➤ **Part - Time Teacher Program – Certified Staff**

Lesa Brandt – Speech & Language Clinician, Normandy Park
Employed by District since 08/25/1988
Effective Date: 2015-2016 School Year

Mary Jo Coleman – Occupational Therapist, Normandy Park
Employed by District since 08/25/1985
Effective Date: 2015-2016 School Year

Wendy Fitzsimmons – ECFC, Normandy Park
Employed by District since 08/22/1985
Effective Date: 2015-2016 School Year

➤ **Change In Continuing Contract – Certified Staff**

Nicole Mcgarthwaite – Social Studies Teacher, High School – South Campus

From .60 f.t.e. to .80 f.t.e.

Effective Date: 2015-2016 School Year

Aimie Pollard – Speech & Language Clinician, Hugo Elementary
From 1.0 f.t.e. to .80 f.t.e.

Effective Date: 2015-2016 School Year

➤ **New Personnel – Classified Staff**

Gregory Bronson – Custodian, Otter Lake Elementary

\$16.78 / hr., + .25 SD, 8.0 hrs. / 248 days \$33,787.51

Effective Date: 07/20/2015

Jonathan Hagen – Custodian, High School – North Campus

\$16.78 / hr., + .25 SD, 8.0 hrs. / 253 days \$34,468.72

Effective Date: 07/13/2015

Carrie Kashani – Pupil Support Assistant, Lakeaires Elementary

\$17.30 / hr., 6.0 hrs. / 180 days \$18,684.00

Effective Date: 09/07/2015

Patricia Koster – ELL Assistant, Birch Lake & Otter Lake Elementary

\$16.90 / hr., 6.0 hrs. / 147 days \$14,905.80

Effective Date: 09/07/2015

Patricia Pregler – Nurse Paraprofessional, Birch Lake Elementary

\$17.80 / hr., 7.0 hrs. / 180 days \$22,428.00

Effective Date: 09/07/2015

➤ **New Personnel – Non-Affiliated Staff**

Julie Dwyer – Special Education Transportation Router, Bus Garage

\$41,896.55 (Pro-rated on \$45,000)

Effective Date: 07/27/2015

➤ **New Personnel – Certified Staff**

Katherine Bensen – .7 Music Teacher, Hugo Elementary

BA+45, Step 1 \$29,313.20

Effective Date: 2015 – 2016 School Year

Katherine Berlin – Grade 5 Teacher, Oneka Elementary

BA+30, Step 3 \$42,855.00

Effective Date: 2015 – 2016 School Year

Dustin Holman – .90 AVID, Health and PE Teacher, Sunrise Park Middle
& North Campus

BA, Step 2 \$36,106.20

Effective Date: 2015 – 2016 School Year

Kelly Kennefick – .8 Social Studies Teacher, Central Middle School

MA, Step 3 \$37,002.40

Effective Date: 2015 – 2016 School Year

Karen Reiland – .75 Art Teacher, Central & Sunrise Park Middle School

MA, Step 13 \$53,013.75

Effective Date: 2015 – 2016 School Year

Nikole Roberts – Intervention Teacher, Oneka Elementary

BA, Step 2 \$40,118.00

Effective Date: 2015 – 2016 School Year

Hannah Steig – Music Teacher, Birch Lake & Matoska International

BA, Step 1 \$31,420.00

Effective Date: 2015 – 2016 School Year

B. PUBLIC FORUM – There were no speakers during public forum.

C. INFORMATION ITEMS

1. Overview of Water Conservation Education Bill Passed in 2015 Legislative Session – Sara Paul, Amy Crawford – H2O for Life, educator Ben Butters and student Sophie Davis made a presentation to the board with regard to the Water Conservation Education Bill that was passed during the 2015 legislative session. Both Ben Butters and Sophie Davis testified in support of the bill, which will provide modest resources over a two-year period to White Bear Lake Area Schools and Mahtomedi Public Schools for water conservation education.
2. Superintendent's Report – Dr. Lovett reported on back to school activities, including open houses and welcome-back events, and the beginning of fall co-curricular activities. WBLAH – South Campus stadium artificial turf will be ready for fall activities. Senior citizens who reside within the school district were invited to apply for a senior activity pass, which will allow free entry into a variety of home games, events and concerts. On August 11, 2015 a primary election will be held for three at-large school board seats.

D. DISCUSSION ITEMS

1. Overview of Measures of Student Success for 2014-15 – Sara Paul, Ann Malwitz and Brian Morris made a presentation to the board highlighting the test results for MAP (Measures of Academic Performance) and MCA (Minnesota Comprehensive Assessment) for 2015.

E. OPERATIONAL ITEMS

1. Swanson motioned and Chapman seconded to approve administration's recommendation to continue to authorize the partnership with MacPhail Center for Music for the 2015-16 school year. **Roll call vote: ayes: Storey, Swanson, Kimball, Mullin, Newberg, Chapman; nays: none. Motion carried.**
2. Chapman motioned and Storey seconded to approve administration's recommendation to continue to authorize the partnership with the White Bear Center for the Arts for the 2015-16 school year, providing six professionally taught art lessons to each student in grades K-5. **Roll call vote: ayes: Storey, Swanson, Kimball, Mullin, Newberg, Chapman; nays: none. Motion carried.**

3. Mullin motioned and Kimball seconded to approve administration's recommendation to use the new voting system for the precincts in Ramsey County.
Roll call vote: ayes: Storey, Swanson, Kimball, Mullin, Newberg, Chapman; nays: none. Motion carried.

- F. **BOARD FORUM** – Mullin thanked community members for their interest in running for the at-large school board seats. Newberg reminded the board members that there will be a special meeting of the board on Thursday, August 13, 2015 at 7:30 a.m. to canvass the results of the primary election. Kimball recognized retiring staff and thanked them for their service to the district, and he also welcomed new staff to the district.
- G. **ADJOURNMENT** – Chapman motioned and Newberg seconded to adjourn the meeting at 8:11 p.m.

Submitted by: Lori Swanson, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 624
WHITE BEAR LAKE, MN 55110

A special meeting of the White Bear Lake Area School Board was held on Thursday, August 13, 2015, at 7:30 a.m. in Room 201 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call to Order – Newberg called the meeting to order at 7:30 a.m.
2. Roll Call – Present: Swanson, Chapman, Mullin, Newberg, Storey. Absent: Hiniker, Kimball
Ex-Officio: Michael J. Lovett, Superintendent of Schools
Cabinet: Kazmierczak, Wehrkamp

B. OPERATIONAL ITEMS

1. Mullin motioned and Chapman seconded to approve the resolution canvassing returns of votes of School District primary election on Tuesday, August 11, 2015. ***Roll call vote: ayes: Swanson, Chapman, Mullin, Newberg, Storey. Nays: none. Motion carried.***
2. Storey motioned and Mullin seconded to approve the resolution relating to election of School Board members and calling the School District general election. ***Roll call vote: ayes: Swanson, Chapman, Mullin, Newberg, Storey. Nays: none. Motion carried.***

- C. ADJOURNMENT** – Chapman motioned and Newberg seconded to adjourn the meeting at 7:33 a.m.

Submitted by: Lori Swanson, Clerk

**INDEPENDENT SCHOOL DISTRICT NO. 624
WHITE BEAR LAKE, MN 55110**

A work-study session of the White Bear Lake Area School Board was held on Monday, August 24, 2015 at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Newberg called the meeting to order at 5:30 p.m.

Roll Call – Present: Storey, Swanson, Mullin, Newberg, Chapman, Hiniker.
Absent: Kimball

Ex-Officio: Lovett

Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp

B. DISCUSSION ITEMS

1. Review Proposed Intermediate School Board 916 Facilities Plan – Kristine Carr, Director of Administrative Services, and Dan Naidicz, Director of Special Education, both from Northeast Metro Intermediate School District 916, provided an overview of the proposed capital project at Capitol View Center and the ramifications for member districts. The legislature has not provided intermediate school districts with a funding mechanism to remodel existing facilities that are in disrepair. The proposal is to rebuild Capitol View on its present site. The complete presentation is available on the district's website.
2. Preliminary Recommendation for 2015-16 School Board/Superintendent Goals – Superintendent Lovett provided an overview of the preliminary recommendations for 2015-16. The preliminary recommendations are in line with the district's strategic planning process and ongoing superintendent/board discussions at work study sessions, as well as the World's Best Work Force requirements passed by the Minnesota legislature in 2014. This item is scheduled to be an operational item at the September school board meeting. The complete presentation is available on the district's website.
3. Review of Data on Student Achievement and Success for 2014-15 - Assistant Superintendent, Sara Paul, Professional Learning and Development Coordinator, Ann Malwitz, and Assessment Coordinator, Brian Morris, led a detailed discussion on the district's MCA and MAP data. The complete presentation is available on the district's website.

4. Overview of Proposal to Consider Self-Funded Dental Insurance – Dr. Wayne Kazmierczak, Director of Finance and Operations, Linda Goers, Director of Human Resources, along with Rob Keller and Pierre Guilfoile from National Insurance Services, Inc. provided the results of the recently-completed dental insurance quotation process. The district’s employee insurance committee discussed the proposal and has indicated support for the move to self-funded dental insurance. This item is scheduled to be an operational item at the October school board meeting. The complete presentation is available on the district’s website.

RECESS – Chair Newberg called the meeting into recess at 7:43 p.m.

5. Negotiations Study Session – Chair Newberg convened the closed session of the school board at 7:48 p.m. to consider strategy for labor negotiations, including negotiation strategies of developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25. Board members present: Storey, Swanson, Mullin, Newberg, Chapman, Hiniker. Administrators present: Lovett, Goers and Kazmierczak.

- C. **ADJOURNMENT** – Hiniker motioned and Newberg seconded to adjourn the meeting at 8:24 p.m.

Submitted by: Lori Swanson, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Consent Agenda**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Assistant Superintendent for**
Finance and Operations
Mary Vaske, Accountant

Background:

Enclosed in this packet are the monthly check registers for the previous period.

Recommendation:

Administration recommends that the Board approve the payments itemized in the check registers.

White Bear Lake Area Schools Electronic Transfers - August

	8/15/2015	8/31/2015
Direct Deposit 420976-421508	457,657.66	
U.S. Treasury (FICA, Medicare, withholding)	163,277.75	
MN State Income Tax	25,036.50	
PERA	53,394.40	
TRA	40,917.70	
Empower	875.05	
American Funds	9,801.29	
AIG	773.62	
ESI	3,310.29	
MN State Levies	1,731.20	
421509-422085		446,149.19
U.S. Treasury (FICA, Medicare, withholding)		157,735.17
MN State Income Tax		24,127.37
PERA		51,666.98
TRA		42,630.52
Empower		875.05
American Funds		10,001.29
AIG		1,273.62
ESI		3,310.29
MN State Levies		1,965.63
Extended Day Dues		299.40

Check Nbr	Vendor Name	Check Date	Check Amount
63941	A-1 HYDRAULIC SALES & SERVICE	08/06/2015	54.46
63942	AARP DRIVER SAFETY PROGRAM	08/06/2015	290.00
63943	ABAMATH	08/06/2015	1,008.00
63944	ACCIARI, NICOLE E	08/06/2015	139.06
63945	ALL AROUND FUN	08/06/2015	225.00
63946	ALLEN, SUSAN C	08/06/2015	4.00
63947	AMAZON	08/06/2015	69.00
63948	AMAZON	08/06/2015	1,845.20
63949	AMAZON	08/06/2015	318.97
63950	AMAZON	08/06/2015	1,515.15
63951	AMAZON	08/06/2015	1,176.58
63952	AMAZON	08/06/2015	1,979.90
63953	APPLE COMPUTER INC	08/06/2015	379.00
63954	APPLIED ENVIRONMENTAL SCI INC	08/06/2015	1,610.00
63955	ARNDT, ERIKA M	08/06/2015	184.16
63956	AT & T MOBILITY	08/06/2015	904.12
63957	AUTONATION FORD WBL	08/06/2015	37.60
63958	BAKER, MARY JOAN	08/06/2015	19.00
63959	BARNES & NOBLE	08/06/2015	959.20
63960	BARNES & NOBLE.COM	08/06/2015	463.25
63961	BATTAGLIA, JENNA K	08/06/2015	33.39
63962	BECKER ARENA PRODUCTS INC	08/06/2015	9,896.20
63963	BENCHMARK EDUCATION COMPANY	08/06/2015	1,094.50
63964	BEST WESTERN WB COUNTRY INN	08/06/2015	1,600.00
63965	BLAESING, THEODORE S	08/06/2015	2,085.00
63966	BLICK ART MATERIALS	08/06/2015	2,335.99
63967	BLOOM, WILLIAM J	08/06/2015	272.26
63968	BOYER TRUCKS	08/06/2015	569.75
63969	BRAMSCHER, JUDEE	08/06/2015	15.30
63970	BRAUN INTERTEC CORPORATION	08/06/2015	1,225.50
63971	BROCKBERG, JAMES	08/06/2015	16.00
63972	BURCH, JACK	08/06/2015	15.00
63973	CAMBIUM LEARNING INC	08/06/2015	3,844.40
63974	CASE, ABIGAIL H	08/06/2015	32.32
63975	CENGAGE LEARNING	08/06/2015	2,395.53
63976	CERTIFIED LABORATORIES	08/06/2015	182.39
63977	CG HOOKS EATERY	08/06/2015	960.00
63978	CHRISTIANSEN, TERRANCE	08/06/2015	38.00
63979	CHURCHILL, PATRICK	08/06/2015	19.00
63980	COMCAST	08/06/2015	10.43
63981	COMMUNITY PLAYTHINGS	08/06/2015	440.00
63982	COMPUTER EXPLORERS	08/06/2015	1,944.00
63983	COMSTOCK & SONS INC	08/06/2015	3,127.00
63984	CONTINENTAL RESEARCH CORP	08/06/2015	913.53
63985	COOPS SPORTSWEAR	08/06/2015	100.00
63986	CROCK, STEPHANIE L	08/06/2015	116.16
63987	CUMMINS NPOWER LLC	08/06/2015	90.55
63988	CUP AND CONE	08/06/2015	508.50
63989	DAGEL, LONA	08/06/2015	15.00
63990	DALCO CORPORATION	08/06/2015	39,452.87

Check Nbr	Vendor Name	Check Date	Check Amount
63991	DEJARLAIS, MARILYN	08/06/2015	12.96
63992	DIETZ, JAMES	08/06/2015	35.00
63993	DISCOUNT SCHOOL SUPPLY	08/06/2015	941.66
63994	DOMINOS PIZZA	08/06/2015	136.00
63995	DOOR SERVICE COMPANY	08/06/2015	2,368.00
63996	ECA ELECTROSTATIC	08/06/2015	4,478.00
63997	EDDY, KELLY	08/06/2015	2.00
63998	ENGSTRAN, PAUL A	08/06/2015	298.30
63999	FASTENAL COMPANY	08/06/2015	287.19
64000	FAWN-DOE-ROSA	08/06/2015	320.00
64001	FERNANDEZ, KEVIN M	08/06/2015	323.70
64002	FESTIVAL FOODS-KNOWLAN'S	08/06/2015	272.18
64003	FINK, AVIS A	08/06/2015	40.00
64004	FIRST STUDENT INC	08/06/2015	38,373.03
64005	FIRST-SHRED	08/06/2015	147.80
64006	FLINN SCIENTIFIC INC	08/06/2015	2,144.88
64007	FOLLETT SCHOOL SOLUTIONS INC	08/06/2015	168.79
64008	FRATTALONES HARDWARE STORES	08/06/2015	1,251.76
64009	GALLAGHERS NORTHWESTERN TIRE C	08/06/2015	2,277.33
64010	GARVEY, PATRICIA	08/06/2015	15.72
64011	GMS INDUSTRIAL SUPPLIES INC	08/06/2015	339.04
64012	GOLDING, INGRID	08/06/2015	5.00
64013	GRAFFIC TRAFFIC LLC	08/06/2015	276.20
64014	GRAINGER	08/06/2015	1,947.68
64015	GRANDMA'S BAKERY INC	08/06/2015	64.50
64016	GREEN VALUE NURSERY INC	08/06/2015	323.75
64017	GREEN, HEIDI	08/06/2015	30.00
64018	GUNDERSON, ELIZABETH	08/06/2015	2.00
64019	HAGEN, ANGELICA IRENE	08/06/2015	11.00
64020	HANSON, DARLENE	08/06/2015	11.90
64021	HARRINGTON, MARY	08/06/2015	25.00
64022	HAUPT, MARY	08/06/2015	49.00
64023	HAZELDEN	08/06/2015	250.00
64024	HD SUPPLY FACILITIES	08/06/2015	450.00
64025	HEALY AWARDS INC	08/06/2015	667.13
64026	HETZER, JOE	08/06/2015	35.00
64027	HINDAHL, SHARON	08/06/2015	7.00
64028	HISDAHL INC	08/06/2015	1,126.00
64029	Vendor Continued Check	08/06/2015	0.00
64030	HOGLUND BUS AND TRUCK CO	08/06/2015	1,136.08
64031	HOUGHTON MIFFLIN HARCOURT	08/06/2015	9,317.60
64032	HOWARD, JOAN A	08/06/2015	4.00
64033	HUGO CITY OF	08/06/2015	2,448.08
64034	HUGO EQUIPMENT CO	08/06/2015	15.79
64035	IKEA	08/06/2015	69.99
64036	IMMEL, COLLEEN MARIE	08/06/2015	111.82
64037	INNOVATIVE OFFICE SOLUTIONS	08/06/2015	24,309.40
64038	ISD #832 MAHTOMEDI COMMUNITY E	08/06/2015	120.00
64039	JACOBSON, MARJORIE	08/06/2015	8.00
64040	JAYTECH INC	08/06/2015	3,525.79

Check Nbr	Vendor Name	Check Date	Check Amount
64041	JC ENVIRONMENTAL & DEMOLITION	08/06/2015	6,400.00
64042	JEBENS-SINGH, TARA L	08/06/2015	112.73
64043	JL TAITT & ASSOC	08/06/2015	8,040.00
64044	JOHN DEERE LANDSCAPES	08/06/2015	688.85
64045	JOHNSON, JUDITH ANN	08/06/2015	274.10
64046	K12 TRANSPORTATION MGMT SERVIC	08/06/2015	30,813.44
64047	KEESE, MATTHEW D	08/06/2015	333.50
64048	KIDCREATE STUDIO	08/06/2015	1,980.00
64049	KIMBALL, GEORGE E	08/06/2015	154.92
64050	KLASSEN, DICK	08/06/2015	18.00
64051	KLOSTER, MARY	08/06/2015	21.25
64052	KNUTSON, CASSANDRA M	08/06/2015	132.39
64053	KOREEN, GLORIA	08/06/2015	19.14
64054	KRAFT CONTRACTING & MECHANICAL	08/06/2015	1,840.00
64055	KREMER SERVICES LLC	08/06/2015	381.10
64056	LAKE AREA FLOORING	08/06/2015	24,050.00
64057	LAKESHORE LEARNING MATERIALS	08/06/2015	217.29
64058	LANGENBACH, DIANE	08/06/2015	4.00
64059	LASZLO, JACKIE	08/06/2015	12.75
64060	LEADERSHIP ACADEMY	08/06/2015	4,000.00
64061	LECLAIRE, BARBARA JEAN	08/06/2015	75.00
64062	LEFEVRE, SHIRLEY A	08/06/2015	2.00
64063	LEHN, BRIDGET N	08/06/2015	130.00
64064	LEVASSEUR, MARY	08/06/2015	24.65
64065	LIDS TEAM SPORTS	08/06/2015	206.47
64066	LIFESPAN	08/06/2015	315.77
64067	LINDVALL, MIKE	08/06/2015	19.00
64068	LOEFFLER, CYNTHIA	08/06/2015	29.00
64069	LOVETT, MICHAEL J	08/06/2015	352.50
64070	L T G POWER EQUIPMENT	08/06/2015	227.95
64071	LUBY, EDWARD	08/06/2015	10.00
64072	MALWITZ, REBECCA ANN	08/06/2015	1,291.41
64073	MASA	08/06/2015	319.00
64074	MN ASSOC OF SCH BUSINESS OFFIC	08/06/2015	100.00
64075	MN ASSOC OF SCHOOL MAINTENANCE	08/06/2015	460.00
64076	MN ASSOC OF SECONDARY SCHOOL P	08/06/2015	848.00
64077	MCCRAY, WILLIE	08/06/2015	520.00
64078	MEDCO SUPPLY CO	08/06/2015	34.17
64079	MEDVED, JEREMY	08/06/2015	37.00
64080	MELQUIST, NANCY J	08/06/2015	128.09
64081	METRO ECSU	08/06/2015	8,098.00
64082	MEYER, CYNTHIA	08/06/2015	35.00
64083	MIDAMERICA ADMIN & RETIREMENT	08/06/2015	1,692.00
64084	MILLIGAN, THERESA J	08/06/2015	16.15
64085	MINNSPRA	08/06/2015	95.00
64086	MN ASSOC FOR PUPIL TRANSPORT	08/06/2015	120.00
64087	MONTESSORI OUTLET	08/06/2015	133.90
64088	MN SCHOOL BOARDS ASSN	08/06/2015	12,929.00
64089	MUELLER, PETER	08/06/2015	5.00
64090	MUNDELL, GERALD K	08/06/2015	40.00

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64091	MUSSETTER, RENEE L	08/06/2015	183.62
64092	MVP & ASSOC	08/06/2015	4,600.00
64093	NARDINI FIRE EQUIPMENT CO INC	08/06/2015	1,590.95
64094	NATL PEN COMPANY	08/06/2015	1,560.03
64095	NCPERS MINNESOTA	08/06/2015	240.00
64096	NCS PEARSON INC	08/06/2015	3,759.60
64097	NATL INTERSCHOLASTIC CYCLING	08/06/2015	150.00
64098	NIENHUIS MONTESSORI USA INC	08/06/2015	152.60
64099	Vendor Continued Check	08/06/2015	0.00
64100	Vendor Continued Check	08/06/2015	0.00
64101	NORTH CENTRAL TRUCK EQUIPMENT	08/06/2015	5,420.68
64102	NORTHEAST METRO INTERMEDIATE D	08/06/2015	20,000.00
64103	NOVAK, SALLY	08/06/2015	38.00
64104	NOVAK JR, WILLIAM	08/06/2015	20.00
64105	O'REILLY AUTOMOTIVE INC	08/06/2015	1,898.83
64106	OLSEN FIRE PROTECTION	08/06/2015	367.00
64107	ON SITE SANITATION INC	08/06/2015	1,295.98
64108	OUREN, LISA M	08/06/2015	15.59
64109	PAPA MURPHY'S PIZZA	08/06/2015	131.00
64110	PAR INC	08/06/2015	768.96
64111	PARTS MIDWEST INC	08/06/2015	1,177.20
64112	PAVEMENT RESOURCES	08/06/2015	18,150.00
64113	PDK INTL	08/06/2015	95.00
64114	PEARSON EDUCATION	08/06/2015	11,097.24
64115	PERRY, PATRICIA	08/06/2015	35.00
64116	PETERSON, CLARENCE	08/06/2015	2.00
64117	PETERSON COMPANIES INC	08/06/2015	94,104.20
64118	PETERSON BROS ROOFING & CONST	08/06/2015	464.00
64119	PIONEER PRESS	08/06/2015	68.80
64120	PLADSON ENVIRONMENTAL INC	08/06/2015	1,330.00
64121	POCKET NURSE	08/06/2015	635.50
64122	POESCHL, PHIL	08/06/2015	29.00
64123	POLAR ELECTRO INC	08/06/2015	705.00
64124	PONCE, OLANDO	08/06/2015	800.00
64125	POSTMASTER	08/06/2015	200.00
64126	PRESS PUBLICATIONS	08/06/2015	332.77
64127	RAMSEY COUNTY PARKS/REC DEPT	08/06/2015	200.00
64128	REINDERS INC	08/06/2015	675.22
64129	RENAISSANCE LEARNING	08/06/2015	6,390.87
64130	RITTENHOUSE, PAULA M	08/06/2015	384.84
64131	ROMUNDSTAD, TERRY	08/06/2015	19.00
64132	RONDEAU, SHELLY R	08/06/2015	41.25
64133	RWSCC	08/06/2015	60.00
64134	SAFEWAY DRIVING SCHOOL	08/06/2015	9,135.00
64135	SAIKO, KATHY	08/06/2015	25.50
64136	SAINTS NORTH MAPLEWOOD	08/06/2015	1,199.00
64137	SAM'S CLUB	08/06/2015	100.00
64138	SAM'S CLUB	08/06/2015	55.00
64139	SAM'S CLUB/SYNCHRONY BANK	08/06/2015	35.60
64140	SAM'S CLUB/SYNCHRONY BANK	08/06/2015	1,199.76

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64141	SAM'S CLUB/SYNCHRONY BANK	08/06/2015	65.35
64142	SCHMID, RITA	08/06/2015	50.00
64143	SCHOCHET, HANNAH M	08/06/2015	250.00
64144	SCHOLASTIC INC	08/06/2015	3,300.00
64145	SCHOOL HEALTH CORPORATION	08/06/2015	809.54
64146	SCHOOL OUTFITTERS	08/06/2015	1,311.57
64147	SCHOOL SPECIALTY	08/06/2015	1,539.36
64148	SCHOOLIDENTITY.COM	08/06/2015	514.00
64149	SEEVER, GRAY	08/06/2015	165.00
64150	SENTRY SYSTEMS INC	08/06/2015	325.00
64151	STAPLES ADVANTAGE	08/06/2015	3,244.05
64152	STAR TRIBUNE NIE	08/06/2015	504.00
64153	STATE SUPPLY CO	08/06/2015	1,015.31
64154	STOLTZFUS, JOHN	08/06/2015	14.00
64155	SUBSCRIPTION SERV OF AMER INC	08/06/2015	598.15
64156	SUMMIT COMPANIES	08/06/2015	337.60
64157	SWANSON, SHANNON M	08/06/2015	65.00
64158	TEAMWORKS INTERNATIONAL INC	08/06/2015	633.63
64159	TOWN LIFE	08/06/2015	1,215.00
64160	TRADE PRESS INC	08/06/2015	375.00
64161	T.R.F. SUPPLY CO	08/06/2015	539.00
64162	TROSKE, CARRIE L	08/06/2015	115.60
64163	TROTT, JEANANN	08/06/2015	2.00
64164	TRUCK UTILITIES MFG CO	08/06/2015	1,767.24
64165	TURFWERKS INC	08/06/2015	257.56
64166	TWIN PINES IMPRINTING	08/06/2015	638.03
64167	U.S. ENERGY SERVICES INC	08/06/2015	4,155.00
64168	UCP SEGUIN - MN	08/06/2015	4,521.00
64169	VAIL, ANNE B	08/06/2015	65.00
64170	VAIL, GAYLE J	08/06/2015	16.15
64171	VALLEYFAIR GROUP SALES	08/06/2015	2,317.50
64172	VAN PELT, MARILYN	08/06/2015	35.00
64173	VANG, JANNIE	08/06/2015	37.00
64174	VERIZON WIRELESS	08/06/2015	1,463.10
64175	VISTA HIGHER LEARNING	08/06/2015	297.63
64176	WALTERS REBUILDERS	08/06/2015	219.95
64177	WHITE BEAR LAKE AREA HISTORICA	08/06/2015	72.00
64178	WBL PIZZA MAN	08/06/2015	485.10
64179	WHITE BEAR LAKE ROTARY CLUB	08/06/2015	231.50
64180	WESMAN, SARAH	08/06/2015	6.00
64181	WICHMANN, DONALD	08/06/2015	600.00
64182	WITWICKE, HELEN	08/06/2015	25.00
64183	ZAVADIL, ADELINE ESSIE	08/06/2015	4.00
64184	ZIROMEDIA	08/06/2015	942.50

244 Computer Check(s) For a Total of 520,982.80

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	244	Computer	Checks For a Total of	520,982.80
Total For	244	Manual, Wire Tran, ACH & Computer Checks		520,982.80
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		520,982.80

Check Nbr	Vendor Name	Check Date	Check Amount
64185	ALL AROUND FUN	08/07/2015	200.00
64186	AMERICAN UNITED LIFE	08/07/2015	31.58
64187	AMERICAN UNITED LIFE	08/07/2015	1,500.00
64188	AMERIPRISE FINANCIAL SERVICES	08/07/2015	2,000.57
64189	AXA EQUITABLE	08/07/2015	4,379.91
64190	CARROT-TOP INDUSTRIES INC	08/07/2015	57.65
64191	DESIGNER SIGN SYSTEMS INC	08/07/2015	1,566.19
64192	DEY DISTRIBUTING	08/07/2015	30.00
64193	GREAT LAKES HIGHER EDUC GUARAN	08/07/2015	111.63
64194	GURSTEL CHARGO ATTORNEYS AT LA	08/07/2015	162.00
64195	IUOE LOCAL 70	08/07/2015	1,400.84
64196	METROPOLITAN LIFE	08/07/2015	207.50
64197	RAUSCH, STURM, ISRAEL,	08/07/2015	215.00
64198	SCHOCHET, HANNAH M	08/07/2015	50.00
64199	SCHOOL SERVICE EMPLOYEES	08/07/2015	862.24
64200	US DEPT OF EDUCATION	08/07/2015	85.75
64201	VANGUARD SMALL BUSINESS SERVIC	08/07/2015	6,115.49
64202	WBLA EDUCATIONAL FOUNDATION	08/07/2015	50.00
18	Computer	Check(s) For a Total of	19,026.35

Check Nbr	Vendor Name	Check Date	Check Amount
63945	ALL AROUND FUN	08/07/2015	225.00
64143	SCHOCHET, HANNAH M	08/07/2015	250.00
2	Void	Check(s) For a Total of	475.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	18	Computer	Checks For a Total of	19,026.35
Total For	18	Manual, Wire Tran, ACH & Computer Checks		19,026.35
Less	2	Voided	Checks For a Total of	475.00
		Net Amount		18,551.35

Check Nbr	Vendor Name	Check Date	Check Amount
151600002	ADAMS, LINDA J	08/18/2015	99.84
151600003	BRUESS, DAWN L	08/18/2015	61.89
151600004	BUTTERS, CRYSTAL L	08/18/2015	639.67
151600005	CHAKOLIS, RICHARD A	08/18/2015	273.15
151600006	DERBY, SARA A	08/18/2015	130.55
151600007	ENGSTRAN, PAUL A	08/18/2015	40.00
151600008	FLEMING, MARY CA	08/18/2015	67.00
151600009	FRANTA, MOLLY J	08/18/2015	20.00
151600010	FROST, LORI J	08/18/2015	275.05
151600011	GORIS, PAMELA L	08/18/2015	494.63
151600012	GRAY, DONALD E	08/18/2015	227.14
151600013	GRUN, SUSAN L	08/18/2015	357.69
151600014	HAUGEN, ANNETTE M	08/18/2015	30.00
151600015	KELLEY, DEBRA K	08/18/2015	1,104.39
151600016	KUPFERSCHMIDT, ROBERT B	08/18/2015	195.00
151600017	LEHN, BRIDGET N	08/18/2015	380.70
151600018	LOVETT, MICHAEL J	08/18/2015	65.00
151600019	MILLER, MOLLY M	08/18/2015	38.52
151600020	MURPHY, MARY W	08/18/2015	158.06
151600021	NAVIS, NANCY L	08/18/2015	611.55
151600022	NORCROSS, MICHELE S	08/18/2015	54.62
151600023	PASQUALINI, LISA M	08/18/2015	416.70
151600024	POLLARD, AIMIE N	08/18/2015	28.46
151600025	QUARFOTH, LYNN MARIE	08/18/2015	384.33
151600026	RIEBOW, MATTHEW R	08/18/2015	333.00
151600027	VAN ARRAGON, JANEL L	08/18/2015	73.89
151600028	VAUGHN, DEBRA JEAN	08/18/2015	373.82
151600029	WAZLAWIK, AMI L	08/18/2015	43.63
151600030	WINKLER, PAMELA L	08/18/2015	58.77

29	ACH	Check(s) For a Total of	7,037.05
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	29	ACH	Checks For a Total of	7,037.05
	0	Computer	Checks For a Total of	0.00
Total For	29	Manual, Wire Tran, ACH & Computer Checks		7,037.05
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		7,037.05

Check Nbr	Vendor Name	Check Date	Check Amount
64203	4IMPRINT INC	08/20/2015	296.04
64204	AARP DRIVER SAFETY PROGRAM	08/20/2015	545.00
64205	ABBOTT PAINT & CARPET INC	08/20/2015	1,979.80
64206	ACER AMERICA CORP	08/20/2015	34.19
64207	ADAPTIVEMALL.COM LLC	08/20/2015	1,065.25
64208	ALEXANDRIA PUBLIC SCHOOLS	08/20/2015	200.00
64209	AMERICAN MESSAGING	08/20/2015	126.26
64210	ANOKA HIGH SCHOOL	08/20/2015	175.00
64211	APPLE COMPUTER INC	08/20/2015	3,411.00
64212	APPLIED ENVIRONMENTAL SCI INC	08/20/2015	9,039.20
64213	BARRIER GROUP LLC	08/20/2015	13,990.00
64214	BEAR PATCH QUILTING CO	08/20/2015	232.68
64215	BEHLOW, DAVID	08/20/2015	204.22
64216	BELNICK	08/20/2015	1,175.92
64217	BENILDE ST MARGARET SCHOOL	08/20/2015	150.00
64218	BEST PRICED PRODUCTS	08/20/2015	83.48
64219	BLUE BELL ENTERPRISES INC	08/20/2015	6,114.55
64220	Vendor Continued Check	08/20/2015	0.00
64221	BOYER TRUCKS	08/20/2015	1,091.98
64222	BREMER BANK	08/20/2015	3,500.00
64223	BUILDING RESTORATION CORPORATI	08/20/2015	141,960.40
64224	BURMEISGER, DANIELLE	08/20/2015	21.25
64225	C&H DISTRIBUTORS	08/20/2015	486.71
64226	CAMBIUM LEARNING INC	08/20/2015	1,851.30
64227	CANON PRESS	08/20/2015	5,323.37
64228	CDW GOVERNMENT INC	08/20/2015	88,633.37
64229	CENGAGE LEARNING	08/20/2015	4,224.00
64230	CINTAS CORP #470	08/20/2015	300.25
64231	CITI-CARGO & STORAGE CO INC	08/20/2015	85.00
64232	COLUMBUS HIGH SCHOOL	08/20/2015	110.00
64233	COMCAST	08/20/2015	66.90
64234	COMCAST	08/20/2015	5.26
64235	COMCAST	08/20/2015	270.55
64236	CONNEY SAFETY	08/20/2015	247.00
64237	CONTINENTAL CLAY CO	08/20/2015	242.19
64238	COOPS SPORTSWEAR	08/20/2015	188.50
64239	COPY IMAGES INC	08/20/2015	12,047.36
64240	CUB FOODS OF WHITE BEAR TWSHP	08/20/2015	300.00
64241	CULLIGAN BOTTLED WATER	08/20/2015	88.14
64242	CUSTOM EDUCATION SOLUTIONS INC	08/20/2015	16,115.98
64243	DAKA CORP	08/20/2015	3,857.40
64244	DAKOTA TRUCK UNDERWRITERS	08/20/2015	57,671.00
64245	DAWN SIGN PRESS	08/20/2015	9,309.38
64246	DOCUMENT TECH SOLUTIONS INC	08/20/2015	813.08
64247	EARTH NETWORKS	08/20/2015	16,480.00
64248	ECH01612	08/20/2015	1,600.00
64249	Vendor Continued Check	08/20/2015	0.00
64250	ECKROTH MUSIC	08/20/2015	20,790.00
64251	ELECTRO MEDICAL EQUIP INC	08/20/2015	1,600.00
64252	ESCHOOL SOLUTIONS LLC	08/20/2015	300.00

Check Nbr	Vendor Name	Check Date	Check Amount
64253	FARIBAULT HIGH SCHOOL	08/20/2015	150.00
64254	FASTENAL COMPANY	08/20/2015	252.38
64255	FEDEX	08/20/2015	14.66
64256	FILTER RECYCLING SERVICES	08/20/2015	230.00
64257	FITNESS FOCUS	08/20/2015	500.00
64258	FLORIN, JOLYN A	08/20/2015	1,148.50
64259	FOLLETT SCHOOL SOLUTIONS INC	08/20/2015	11,154.59
64260	FOOTHILLS INTERNET MARKETING L	08/20/2015	95.50
64261	GALLAGHERS NORTHWESTERN TIRE C	08/20/2015	311.70
64262	GENERAL PARTS LLC	08/20/2015	68.33
64263	GILLUND ENTERPRISES	08/20/2015	213.48
64264	GOLDCOM INC	08/20/2015	6,033.30
64265	GOODHEART-WILCOX PUBLISHER	08/20/2015	9,016.30
64266	GOPHER	08/20/2015	69.48
64267	GOPHER STAGE LIGHTING	08/20/2015	895.00
64268	GRAFFIC TRAFFIC LLC	08/20/2015	132.00
64269	Vendor Continued Check	08/20/2015	0.00
64270	Vendor Continued Check	08/20/2015	0.00
64271	GRAINGER	08/20/2015	3,578.44
64272	Vendor Continued Check	08/20/2015	0.00
64273	Vendor Continued Check	08/20/2015	0.00
64274	GREATAMERICA FINANCIAL SERVICE	08/20/2015	4,020.41
64275	GREEN CONSTRUCTION SERVICES	08/20/2015	100,890.00
64276	GOVERNMENT TRAINING SERVICES	08/20/2015	95.00
64277	Vendor Continued Check	08/20/2015	0.00
64278	HALLBERG ENGINEERING INC	08/20/2015	17,745.40
64279	HANDWRITING WITHOUT TEARS	08/20/2015	307.12
64280	HEALTHPARTNERS MEDICAL GROUP	08/20/2015	3,055.00
64281	HEARTLAND SCHOOL SOLUTIONS	08/20/2015	795.00
64282	HERC-U-LIFT	08/20/2015	100.62
64283	HISDAHL INC	08/20/2015	25.50
64284	Vendor Continued Check	08/20/2015	0.00
64285	Vendor Continued Check	08/20/2015	0.00
64286	HOGLUND BUS AND TRUCK CO	08/20/2015	4,585.47
64287	HOLMES, JEFF	08/20/2015	532.00
64288	HOUGHTON MIFFLIN HARCOURT	08/20/2015	1,946.20
64289	HUMANEX VENTURES	08/20/2015	5,300.00
64290	Vendor Continued Check	08/20/2015	0.00
64291	IFD	08/20/2015	7,563.11
64292	INTEGRA TELECOM	08/20/2015	506.52
64293	INTEGRA	08/20/2015	3,085.95
64294	ISD #621 ECFE	08/20/2015	264.16
64295	ISD #621 MOUNDS VIEW PUBLIC SC	08/20/2015	7,047.84
64296	ISD #834 STILLWATER AREA SCHOO	08/20/2015	322.56
64297	JAYTECH INC	08/20/2015	1,129.25
64298	JC ENVIRONMENTAL & DEMOLITION	08/20/2015	3,600.00
64299	JIMMY JOHNS #869	08/20/2015	200.00
64300	JIMMY'S FOOD & DRINK	08/20/2015	187.50
64301	KIEFER USA	08/20/2015	183,778.20
64302	KILLMER ELECTRIC CO	08/20/2015	32,300.00

Check Nbr	Vendor Name	Check Date	Check Amount
64303	KIMBALL MIDWEST	08/20/2015	204.18
64304	KONICA MINOLTA PREMIER FINANCE	08/20/2015	4,629.14
64305	KRAFT CONTRACTING & MECHANICAL	08/20/2015	1,216.87
64306	LAKE AREA FLOORING	08/20/2015	6,420.00
64307	LAKESHORE LEARNING MATERIALS	08/20/2015	16.45
64308	LAKEVIEW ELECTRICAL SERVICES	08/20/2015	750.00
64309	LAKEVILLE NORTH HIGH SCHOOL	08/20/2015	200.00
64310	LARSON ENGINEERING INC	08/20/2015	8,400.00
64311	LEARNING A-Z	08/20/2015	99.95
64312	LEGO EDUCATION	08/20/2015	14,526.39
64313	LEVERTY, LANA	08/20/2015	15.95
64314	LIBRARY STORE INC	08/20/2015	38.47
64315	LO, DENNIS	08/20/2015	71.87
64316	M-F ATHLETIC CO INC	08/20/2015	2,836.00
64317	MN ASSOC OF GOVERNMENT COMMUNI	08/20/2015	10.00
64318	MAGNATAG VISIBLE SYSTEMS	08/20/2015	78.57
64319	MALLOY/MONTAGUE/KARNOWSKI & CO	08/20/2015	9,500.00
64320	MARCO, INC	08/20/2015	329.14
64321	MARIS LLC	08/20/2015	40.00
64322	MARTIN-MCALLISTER	08/20/2015	250.00
64323	MASA	08/20/2015	825.00
64324	MN ASSOC OF SCHOOL MAINTENANCE	08/20/2015	150.00
64325	MN ASSOC SCHOOL PERSONNEL ADMI	08/20/2015	475.00
64326	MATH TEACHERS PRESS	08/20/2015	1,319.18
64327	MCCRAY, WILLIE	08/20/2015	130.00
64328	Vendor Continued Check	08/20/2015	0.00
64329	MCDONOUGH'S WATERJETTING AND	08/20/2015	3,468.62
64330	MEADOWS, MICHELLE	08/20/2015	50.30
64331	MEDICARE PREMIUM COLLECTION CT	08/20/2015	307.70
64332	MEDTOX LABORATORIES	08/20/2015	93.50
64333	METRO MEALS ON WHEELS INC	08/20/2015	100.00
64334	Vendor Continued Check	08/20/2015	0.00
64335	METRO SOUND AND LIGHTING	08/20/2015	10,189.67
64336	MID CITY SERVICES - INDUSTRIAL	08/20/2015	188.75
64337	MIDAMERICA ADMIN & RETIREMENT	08/20/2015	2,627.32
64338	MILACA HIGH SCHOOL	08/20/2015	60.00
64339	MINCKS, MARLIN	08/20/2015	175.00
64340	MINVALCO INC	08/20/2015	1,433.85
64341	MN CEC-DEC	08/20/2015	100.00
64342	MN CONWAY FIRE & SAFETY	08/20/2015	16,300.00
64343	MN DEPT OF HEALTH	08/20/2015	70.00
64344	MN ELEVATOR INC	08/20/2015	299.14
64345	MN PREMIER PUBLICATIONS	08/20/2015	981.00
64346	MN STATE HIGH SCHOOL LEAGUE	08/20/2015	4,239.00
64347	MN SWORD PLAY	08/20/2015	900.00
64348	MOORE, CYNTHIA A	08/20/2015	598.00
64349	NAC MECHANICAL & ELECTRICAL SE	08/20/2015	185,535.00
64350	NAPA AUTO PARTS	08/20/2015	47.84
64351	NASSEFF MECH CONTRACTORS	08/20/2015	1,668.05
64352	NCS PEARSON INC	08/20/2015	275.60

Check Nbr	Vendor Name	Check Date	Check Amount
64353	NEOPOST INC	08/20/2015	171.99
64354	NESS ELECTRONICS INC	08/20/2015	1,729.40
64355	NORTH BRANCH HIGH SCHOOL	08/20/2015	290.00
64356	Vendor Continued Check	08/20/2015	0.00
64357	Vendor Continued Check	08/20/2015	0.00
64358	NORTH CENTRAL TRUCK EQUIPMENT	08/20/2015	2,730.36
64359	NORTH STAR BANK	08/20/2015	7,364.00
64360	NORTH SUBURBAN TOWING	08/20/2015	195.00
64361	Vendor Continued Check	08/20/2015	0.00
64362	NORTHEAST METRO INTERMEDIATE D	08/20/2015	107,816.54
64363	NOW MICRO INC	08/20/2015	131,231.76
64364	OLSEN FIRE PROTECTION	08/20/2015	2,865.00
64365	ORKIN INC	08/20/2015	13,716.40
64366	OSSEO SENIOR HIGH SCHOOL	08/20/2015	100.00
64367	OXYGEN SERVICE CO INC	08/20/2015	61.77
64368	PATIENT TOOLS INC	08/20/2015	141.00
64369	P B B S EQUIPMENT CORP	08/20/2015	1,118.01
64370	Vendor Continued Check	08/20/2015	0.00
64371	Vendor Continued Check	08/20/2015	0.00
64372	PETERSON BROS ROOFING & CONST	08/20/2015	29,558.08
64373	PIIONEER PRESS	08/20/2015	68.80
64374	PITNEY BOWES PURCHASE POWER	08/20/2015	2,020.99
64375	PITNEY BOWES INC	08/20/2015	141.94
64376	Vendor Continued Check	08/20/2015	0.00
64377	POLAR ELECTRO INC	08/20/2015	3,925.00
64378	Vendor Continued Check	08/20/2015	0.00
64379	POLAR CHEVROLET MAZDA	08/20/2015	1,305.63
64380	PRAXAIR DISTRIBUTION INC	08/20/2015	128.85
64381	PREMIER LIGHTING INC	08/20/2015	751.26
64382	PREMIER AGENDAS INC	08/20/2015	1,048.15
64383	PRODUCTIVITY INC	08/20/2015	7,100.00
64384	RAMSEY COUNTY PARKS/REC DEPT	08/20/2015	18,845.00
64385	RAY, LA SHAWN K	08/20/2015	493.35
64386	REDWOOD TOXICOLOGY LABORATORY	08/20/2015	60.00
64387	REVAR, KRISTINE	08/20/2015	25.75
64388	RICOH AMERICAS CORP	08/20/2015	450.96
64389	RISTINE, SUE	08/20/2015	150.00
64390	ROGERS HIGH SCHOOL	08/20/2015	200.00
64391	ROSEMOUNT HIGH SCHOOL	08/20/2015	130.00
64392	ROSEVILLE AREA HIGH SCHOOL	08/20/2015	250.00
64393	RUTTIGERS BAY LAKE LODGE	08/20/2015	325.37
64394	SAFETYFIRST PLAYGROUND SURFACI	08/20/2015	2,540.00
64395	SAMACO SUPPLY	08/20/2015	1,812.00
64396	SCHOLASTIC INC	08/20/2015	942.27
64397	SCHOOL HEALTH CORPORATION	08/20/2015	1,475.38
64398	SCHOOLMART	08/20/2015	2,472.00
64399	SCHROEDER, MOLLY	08/20/2015	19,000.00
64400	SECURLY INC	08/20/2015	36,000.00
64401	SEEVER, GRAY	08/20/2015	165.00
64402	SENTRY SYSTEMS INC	08/20/2015	135.00

Check Nbr	Vendor Name	Check Date	Check Amount
64403	SIASOCO III, AMADO WITTER	08/20/2015	104.12
64404	SCHOOL NUTRITION ASSOC (SNA)	08/20/2015	47.00
64405	SNAP-ON	08/20/2015	93.00
64406	SOCCER.COM	08/20/2015	1,224.08
64407	SOCIAL THINKING PUBLISHING	08/20/2015	990.40
64408	SOFTERWARE	08/20/2015	81.00
64409	SOUTHWEST BINDING & LAMINATING	08/20/2015	189.68
64410	SOUTHWESTERN YOUTH SERVICES	08/20/2015	609.00
64411	SPORTSHEALTH PRODUCTS	08/20/2015	79.14
64412	ST PAUL PUBLIC SCHOOLS	08/20/2015	21,145.17
64413	Vendor Continued Check	08/20/2015	0.00
64414	Vendor Continued Check	08/20/2015	0.00
64415	Vendor Continued Check	08/20/2015	0.00
64416	STATE SUPPLY CO	08/20/2015	22,134.96
64417	SUBSCRIPTION SERV OF AMER INC	08/20/2015	445.65
64418	SUBURBAN EAST CONFERENCE	08/20/2015	5,500.00
64419	SUBWAY	08/20/2015	199.00
64420	SUMMIT COMPANIES	08/20/2015	182.50
64421	TARTAN HIGH SCHOOL	08/20/2015	85.00
64422	TEACHSTONE TRAINING LLC	08/20/2015	4,000.00
64423	THELEN HEATING & ROOFING INC	08/20/2015	1,001,195.00
64424	THINKING MAPS	08/20/2015	398.00
64425	TIES	08/20/2015	5,990.00
64426	TIGER OAK PUBLICATIONS	08/20/2015	675.00
64427	TIME FOR KIDS	08/20/2015	1,221.12
64428	TOTINO-GRACE HIGH SCHOOL	08/20/2015	125.00
64429	TRADE PRESS INC	08/20/2015	2,142.18
64430	TRIO SUPPLY COMPANY	08/20/2015	692.45
64431	TRUSTED EMPLOYEES	08/20/2015	605.00
64432	TWIN CITY JANITOR SUPPLY CO	08/20/2015	3,356.00
64433	UHL CO INC	08/20/2015	236,749.50
64434	US POSTAL SERVICE	08/20/2015	3,000.00
64435	VBRICK	08/20/2015	459.50
64436	VERIZON WIRELESS	08/20/2015	61.03
64437	VIKING ELECTRIC SUPPLY	08/20/2015	6,610.02
64438	VIRCO INC	08/20/2015	150.58
64439	VISI	08/20/2015	525.00
64440	WASTE MANAGEMENT OF WI-MN	08/20/2015	3,150.56
64441	WATCH ME DRAW! LLC	08/20/2015	2,968.00
64442	WHITE BEAR GLASS INC	08/20/2015	8,310.00
64443	Vendor Continued Check	08/20/2015	0.00
64444	WHITE BEAR LAKE (CITY OF)	08/20/2015	8,482.82
64445	WHITE BEAR LAKE CITY	08/20/2015	4,250.00
64446	WILLIAM H SADLIER INC	08/20/2015	1,281.56
64447	WINDSTREAM	08/20/2015	5,078.18
64448	WL HALL COMPANY	08/20/2015	9,825.00
64449	XEROX CORPORATION	08/20/2015	354.53
64450	XEROX FINANCIAL SERVICES	08/20/2015	330.34
64451	ZANER-BLOSER	08/20/2015	876.69

Check Nbr	Vendor Name	Check Date	Check Amount
249	Computer	Check(s) For a Total of	2,890,914.70

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	249	Computer	Checks For a Total of	2,890,914.70
Total For	249	Manual, Wire Tran, ACH & Computer Checks		2,890,914.70
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		2,890,914.70

Check Nbr	Vendor Name	Check Date	Check Amount
64452	AMAZON	08/25/2015	232.34
64453	AMERICAN UNITED LIFE	08/25/2015	30.00
64454	AMERICAN UNITED LIFE	08/25/2015	4,000.00
64455	AMERIPRISE FINANCIAL SERVICES	08/25/2015	1,264.26
64456	AXA EQUITABLE	08/25/2015	5,021.57
64457	BOYER TRUCKS	08/25/2015	136.21
64458	DELTA DENTAL PLAN OF MN	08/25/2015	59,081.00
64459	EDUCANON	08/25/2015	1,800.00
64460	GURSTEL CHARGO ATTORNEYS AT LA	08/25/2015	162.00
64461	HEALTHPARTNERS	08/25/2015	209,202.75
64462	IUOE LOCAL 70	08/25/2015	1,419.84
64463	Vendor Continued Check	08/25/2015	0.00
64464	Vendor Continued Check	08/25/2015	0.00
64465	MADISON NATIONAL LIFE	08/25/2015	40,830.53
64466	METROPOLITAN LIFE	08/25/2015	207.50
64467	RAUSCH, STURM, ISRAEL,	08/25/2015	225.00
64468	SCHOOL SERVICE EMPLOYEES	08/25/2015	1,343.67
64469	THE STATION EVENT CENTER	08/25/2015	750.00
64470	VANGUARD SMALL BUSINESS SERVIC	08/25/2015	6,851.80
64471	WBLA EDUCATIONAL FOUNDATION	08/25/2015	50.00
20	Computer	Check(s) For a Total of	332,608.47

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	20	Computer	Checks For a Total of	332,608.47
Total For	20	Manual, Wire Tran, ACH & Computer Checks		332,608.47
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		332,608.47

RESOLUTION FOR ACCEPTANCE OF GIFTS

WHEREAS, the School Board believes it necessary and appropriate to accept the gifts that are reflected upon the following pages; and

WHEREAS, these gifts are consistent with State laws, School Board policy, and administrative practices; and

WHEREAS, acceptance of these gifts are consistent with the mission and educational programs of the White Bear Lake Area Schools; and

THEREFORE BE IT RESOLVED, that the School Board authorizes the acceptance and use of the following gifts:

AGENDA ITEM: **Acceptance of Gifts**
MEETING DATE: **September 14, 2015**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
Backpacks and school supplies for needy students	Denny & Cheryl Gilbertson	White Bear Lake Area Schools
Saxophone and case	Dan Janssen	Central Middle School
\$50 Walmart Gift Card	Anne Sand	Lincoln Elementary
20 Thermal Lunch Bags for needy students	Kari Munson	White Bear Lake Area Schools
173 Backpacks 313 bag of school supplies	First Lutheran Church	White Bear Lake Area Schools
Backpacks and school supplies	Mom's Club of White Bear Lake/Vadnais Heights	White Bear Lake Area Schools
\$400	Christ The King Lutheran Church	Birch Lake Elementary School
Backpacks and school supplies	St. Stephen Lutheran Church	White Bear Lake Area Schools
\$800	TRUIST	White Bear Lake Area Schools

RECOMMENDATION: Accept donations.

AGENDA ITEM: **Field Trip Requests**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Consent Agenda**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**

Background:

School Board Policy #610 – Field Trips requires School Board approval of any overnight field trip. The following field trips are being presented by the administration to the School Board for approval.

Date of Trip and Destination	Requesting Staff Member	Grade/ Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
Saturday, October 10, 2015 - Sunday, October 11, 2015 Destination: Alexandria – Meet of Champions	Dan Kovacich	White Bear Lake Boys Cross Country	0	28	Total cost per student: \$85.00 Student Portion: \$0.00 Other Source(s): Student Activity Account; Tumbler Sales, Cub Foods	Coach Bus	This is one of the biggest cross country meets in the state of Minnesota. This meet tells us where we stack up against the rest of the state in terms of our ability.
Saturday, October 10, 2015 - Sunday, October 11, 2015 Destination: Alexandria – Meet of Champions	Patti Percival and Sue Wurl	White Bear Lake Girls Cross Country	0	28	Total cost per student: \$75.00 Student Portion: \$0.00 Other Source(s): Student Activity Account; Student fundraising; student-athlete pays for their own room and food	Coach Bus	To compete at Alexandria Cross Country Invite
October 7-9, 2015 Destination: Deep Portage, Hackensack, MN	Mrs. Johnstone and Mr. Marty	5 th Grade Class Lincoln	3	79	Total cost per student: \$160.00 Student Portion: \$0.00 Other Source(s): Fundraising, Parents, Lincoln PTA	Coach Buses	Environmental issues dealing with recycling/ reusing/reducing. Instructional guidance on how to respect the environment by methods

							of conservation. Familiarize students on the natural habitat of wild life and the effect on nature.
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Recommendation: The administration recommends the School Board approve these field trips.

RESOLUTION FOR HUMAN RESOURCES ITEMS

WHEREAS, the School Board believes it necessary and appropriate to approve the human resources items that are reflected upon the following pages; and

WHEREAS, that human resources items, A-5(f), as revised be approved on the premise that they conform to previously Board approved actions or contractual agreements.

THEREFORE BE IT RESOLVED, that the School Board authorizes the approval of the human resources items listed in Consent Agenda Items A-5(f).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATION/TERMINATION – CLASSIFIED STAFF

CRISTINA CASTRO – Regular Part Time Cook, High School - North Campus
Employed by District 624 since 10/28/2013
Effective Date: 06/05/2015

JAMES DEVITT – Program Assistant Leader, Lincoln Elementary
Employed by District 624 since 02/13/2015
Effective Date: 08/21/2015

MARY LEIRMO – Pupil Support Assistant, Lakeaires Elementary
Employed by District 624 since 05/22/1997
Effective Date: 06/05/2015

ROBERT MACCORNACK – Bus Driver, Bus Garage
Employed by District 624 since 08/29/2012
Effective Date: 08/24/2015

MARIANA MAJIL – ELL Assistant, Willow Lane Elementary
Employed by District 624 since 02/13/2012
Effective Date: 06/04/2015

PATRICIA MACE – Behavior Management Assistant, Sunrise Park Middle School
Employed by District 624 since 04/07/2003
Effective Date: 06/05/2015

JOANNE ROGNEY – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/01/2014
Effective Date: 08/28/2015

MAURISA SCHAULS-DANGERFIELD – Part Time Cook, High School - North Campus
Employed by District 624 since 01/15/2014
Effective Date: 06/05/2015

RETIREMENT – CLASSIFIED STAFF

SALLY HANSEN – Pupil Support Assistant, Normandy Park
Employed by District 624 since 09/03/2001
Effective Date: 06/05/2015

JANE MUMBLEAU – Pupil Support Assistant, Birch Lake Elementary
Employed by District 624 since 10/26/1992
Effective Date: 06/05/2015

RESIGNATION/TERMINATION – CERTIFIED STAFF
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RACHEL HOVEY– Grade 2 Teacher, Willow Lane Elementary
Employed by District 624 since 08/24/2006
Effective Date: 06/08/2015

SAMANTHA RITTENOUR– Intervention Teacher, Willow Lane Elementary
Employed by District 624 since 08/21/2013
Effective Date: 06/08/2015

FULL – TIME LEAVE REQUEST – CERTIFIED STAFF
--

MARY SCHULTZ – Grade 3 Teacher, Oneka Elementary
Employed by District 624 since 12/10/1990
Effective Date: 2015 – 2016 School Year

ABBY TUCKNER – Kindergarten Teacher, Hugo Elementary
Employed by District 624 since 08/27/2009
Effective Date: August 31, 2015 through October 9, 2015

PART - TIME TEACHER PROGRAM – CERTIFIED STAFF
--

JANIS MCDANIELS – Speech & Language Clinician, Normandy Park
Employed by District since 02/24/1986
Effective Date: 2015-2016 School Year

CHANGE IN PROBATIONARY CONTRACT – CERTIFIED STAFF
--

ALLISON BRIES – Language Arts Teacher, High School – North Campus
From 1.0 f.t.e. to .80 f.t.e.
Effective Date: 2015-2016 School Year

NICHOLAS DEVET – Science Teacher, High School – South Campus
From .80 f.t.e. to 1.0 f.t.e.
Effective Date: 2015-2016 School Year

BRITTA LARSON – Spanish Teacher, Hugo & Otter Lake Elementary
From .60 f.t.e. to .85 f.t.e.
Effective Date: 2015-2016 School Year

CHANGE IN CONTINUING CONTRACT – CERTIFIED STAFF
--

JENNIFER DICKHAUS – Grade 1 Teacher, Vadnais Heights Elementary
From .80 f.t.e. to 1.0 f.t.e.
Effective Date: 2015-2016 School Year

EMILY GALLATIN – Intervention Teacher, Vadnais Heights Elementary
From .90 f.t.e. to 1.0 f.t.e.
Effective Date: 2015-2016 School Year

MICHELLE GRATZ – Intervention Teacher, Birch Lake Elementary
From .75 f.t.e. to .80 f.t.e.
Effective Date: 2015-2016 School Year

ERIN TARNOWSKI – Language Arts Teacher, Central Middle School
From .60 f.t.e. to 1.0 f.t.e.
Effective Date: 2015-2016 School Year

NEW PERSONNEL – CLASSIFIED STAFF

AMINATA KONE – Part Time Cook, High School – South Campus
\$13.94 / hr., 3.0 hrs. / 181 days \$7,569.42
Effective Date: 09/07/2015

AIMEE NELSEN – Administrative Assistant-Registrar/Records, Central Middle School
\$16.79 / hr., 8.0 hrs. / 183 days \$24,580.56
Effective Date: 09/03/2015

LAUREN PALM – Pupil Support Assistant, Transition Education Center
\$17.30 / hr., 6.0 hrs. / 180 days \$18,684.00
Effective Date: 09/07/2015

TARA PANKRATZ – Part Time Cook, Sunrise Middle School
\$13.94 / hr., 3.5 hrs. / 181 days \$8,830.99
Effective Date: 09/07/2015

LINDA RIVA – Part Time Cook, High School – South Campus
\$13.94 / hr., 3.75 hrs. / 181 days \$9,461.77
Effective Date: 09/07/2015

KATHERINE SKILLINGS – Part Time Cook, Central Middle School
\$13.94 / hr., 3.5 hrs. / 181 days \$8,830.99
Effective Date: 09/07/2015

ASHLEY TERLINDE-WENDT – Part Time Cook, Central Middle School
\$13.94 / hr., 3.5 hrs. / 181 days \$8,830.99
Effective Date: 09/07/2015

NEW PERSONNEL – NON-AFFILIATED STAFF

JAYMI MASSA – Out of School Time Activity Leader, Oneka Elementary
\$16.00 / hr., 8.0 hrs. / 217 days \$27,776.00
Effective Date: 09/01/2015

NEW PERSONNEL – CERTIFIED STAFF
--

OMAR ALI – .8 Science Teacher, High School – North Campus
MA, Step 9 \$46,387.20
Effective Date: 2015 – 2016 School Year

MISTY AUBIN – Grade 2 Teacher, Vadnais Heights Elementary
MA, Step 13 \$70,685.00
Effective Date: 2015 – 2016 School Year

SUZANNE HALL – .7 German Teacher, Central & Sunrise Middle School
BA, Step 9 \$34,025.60
Effective Date: 2015 – 2016 School Year

PAIGE KAZAK – Kindergarten Teacher, Lakeaires Elementary
MA, Step 1 \$43,783.00
Effective Date: 2015 – 2016 School Year

STEPHANIE KING – Kindergarten Teacher, Vadnais Heights Elementary
BA, Step 1 \$39,275.00
Effective Date: 2015 – 2016 School Year

KRISTINE LAHR – Grade 2 Teacher, Willow Lane Elementary
BA+30, Step 4 \$44,444.00
Effective Date: 2015 – 2016 School Year

JENNIFER LATUFF – 1.0 Art Teacher, High School – South Campus
MA, Step 9 \$57,984.00
Effective Date: 2015 – 2016 School Year

FRANK MALONE – 1.0 Industrial Arts Teacher, High School – South and North Campus
BA, Step 10 \$50,132.00
Effective Date: 2015 – 2016 School Year

MATTHEW MENIER – 1.0 Associate Principal – Sunrise Park Middle School
\$114,719 (prorated)
Effective Date: September 15, 2015

DOMINIC ROSATI – Grade 5 Teacher, Birch Lake Elementary
BA, Step 4 \$42,345.00
Effective Date: 2015 – 2016 School Year

BRENDA ROSSOW – Intervention Teacher, Willow Lane Elementary
MA+30, Step 13 \$73,866.00
Effective Date: 2015 – 2016 School Year

ABIGAIL SNYDER – Intervention Teacher, Vadnais Heights Elementary
BA, Step 3 \$40,876.00
Effective Date: 2015 – 2016 School Year

GOLDJUA YANG – Kindergarten Teacher, Birch Lake Elementary
BA, Step 6 \$45,175.00
Effective Date: 2015 – 2016 School Year

CARISSA YOUNGQUIST – Grade 4 Teacher, Willow Lane Elementary
BA, Step 2 \$40,118.00
Effective Date: 2015 – 2016 School Year

JIAMEI ZHANG – .7 Chinese Teacher, Central & Sunrise Middle School
MA, Step 10 \$42,459.00
Effective Date: 2015 – 2016 School Year

ASHLEY WILSON – .8 Intervention Teacher, Lakeaires & Vadnais Heights Elementary
MA, Step 1 \$35,026.40
Effective Date: 2015 – 2016 School Year

NEW LONG TERM SUBSTITUTE – CERTIFIED STAFF

ASHLEE FARRELL – Kindergarten Teacher, Otter Lake Elementary

BA, Step 1 \$7,085.69 (Pro-rated on \$39,275)

Effective Date: September 10, 2015 – October 30, 2015

AMY GOERTZEN – Grade 1 Teacher, Lakeaires Elementary

BA, Step 1 \$9,717.52 (Pro-rated on \$39,275)

Effective Date: August 31, 2015 – November 6, 2015

BRIAN GRIEBENOW – PE/DAPE Teacher, Hugo, Otter Lake & Oneka Elementary

BA, Step 1 \$39,275.00

Effective Date: 2015 – 2016 School Year

JOSEPH KOVACS – Kindergarten Teacher, Otter Lake Elementary

BA, Step 1 \$6,073.45 (Pro-rated on \$39,275)

Effective Date: August 31, 2015 – October 9, 2015

SANDRA MCKAY – Intervention Teacher, Oneka Elementary

BA, Step 1 \$39,275.00

Effective Date: 2015 – 2016 School Year

BRADLEY SNYDER – Science Teacher, Central Middle School

BA+60, Step 4 \$10,795.12 (Pro-rated on \$46,539)

Effective Date: September 3, 2015 – November 6, 2015

B. PUBLIC FORUM

During the Public Forum any person may address the School Board on a topic of interest or concern. Listed below are the procedures.

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those wishing to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district officials at the meeting.
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Under School Board Policy 206, complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided, a phone call from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.
8. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.
9. The School Board chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

AGENDA ITEM: **Opening School Report**
MEETING DATE: **September 14, 2015**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON: **Dr. Michael Lovett, Superintendent**

Background:

Summer Professional Development

The first day of school for the 2015-16 school year was Tuesday, September 8, the day after Labor Day. This presentation will highlight professional development and orientation activities which occurred during the month of August, 2015 to prepare teachers, administrators, and support staff.

New Staff Profile

We will provide information and a profile of our new employees for 2015-16.

Facilities Report

In preparation for the school year, our school facilities and building and grounds staff have worked to prepare our school buildings, grounds, fields, and playgrounds to be in excellent condition for the beginning of the school year. Additions this summer included a new turf field at South Campus and major work at Otter Lake Elementary School.

At the School Board meeting on Monday night, we will highlight major improvements made this summer.

Opening School Enrollment

The administration will present opening school enrollment based on student enrollment from the opening days of school. The official enrollment count will be on October 1, consistent with state law, but the opening day enrollment gives us an indication of what our anticipated enrollment will be for the year. We will also provide an update on enrollment in our pre-school and childcare programs.

Preschool and Youth Programming

For many families, school begins before kindergarten, and many children participate in activities before and after school through our various youth programs. We will highlight this year's programs.



2015-16 Opening School Report

- Summer Professional Development
- New Staff Profile
- Transportation, Nutrition Services, and Facilities Report
- Opening School Enrollment
- Preschool and Youth Programming
- Welcoming our Students, Families and Staff

Summer Professional Development



Staff Training - Induction and Support

- Shift from individual professional development opportunities to *intentional team professional development*
- *New Staff Induction*
- Designed to connect with *leading indicators of students success*

Staff Training - Support Staff

- ***Nutrition Services***
 - *Equity and Cultural Competencies; new food guidelines*
- ***Transportation***
 - *Student Safety and Risk Management; Student Behavior Management*
- ***Extended Day***
 - *Student and Staff Performance Expectations; Site Programming*
- ***Paraprofessionals and Clerical Staff***
 - *Creating an Effective and Healthy Workplace Culture*

Summer 2015 Technology

- **Summer Infrastructure**
 - *Upgraded Firewall & New Content Filter*
 - *AP Saturation*
- **Replacement Cycle**
 - *ALC, Birch, Lakeaires, Lincoln, Normandy, Otter*
 - *Flat Screen Displays*
- **18 Student Tech Depot Summer Workers**
 - *Repairs and Device Cleaning*
 - *2700 New Chromebooks*
- **New Staff Training**
- **Summer Tech Camp**
 - *165+ Teachers*

1:1 Chromebooks

- **8th Grade** **2014-2015**
- **7th - 10th Grades** **2015-2016**
 - *Teacher Training*
 - *Library Partnership*
 - *Elementary Devices*
- **6th - 12th Grades** **2016-2017**
- **3rd - 12th Grades** **2017-2018**
 - *3-5 in-school 1:1*
 - *K-2 in-school 2:1*

Staff Training - Special Services

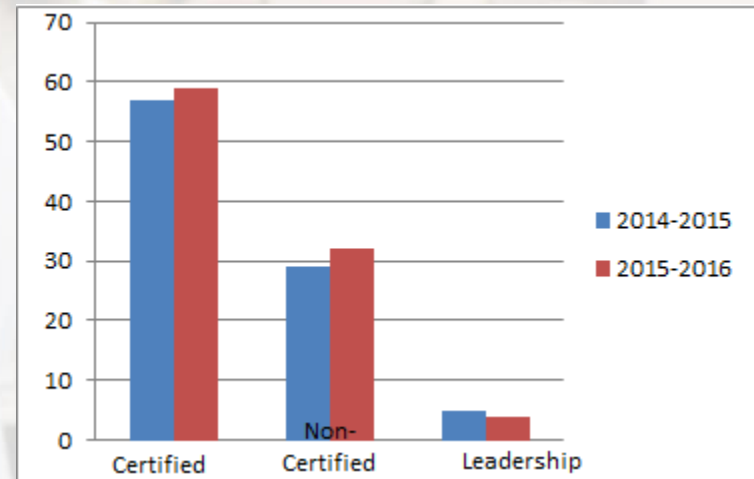
- Training *specialized* to children/schools
- Annual *Crisis Prevention Intervention Training*
- *Dr. L. Read Sulik, MD* “Moving from Anxiety to Optimal Wellness”

New Staff Profile



New Staff Profile

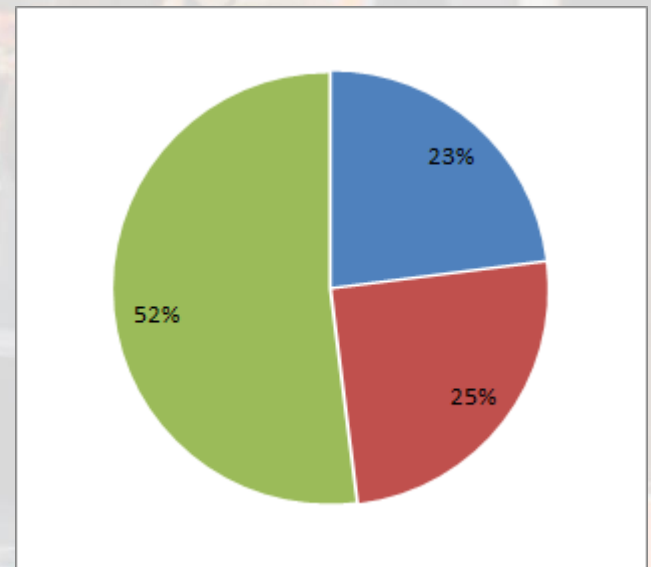
- **59 new** to District 624 certified staff members to date
 - 28 Secondary (19 MS/12 HS)
 - 29 Pre K-5
 - 2 Districtwide
- **32 new** to District 624 non-certified staff members to date
- **4 new** leadership employees
 - Food and Nutrition Services
 - Transportation Services
 - Sunrise Associate Principal
 - Community Services Coordinator



New Teaching Staff Profile

New teachers' experience:

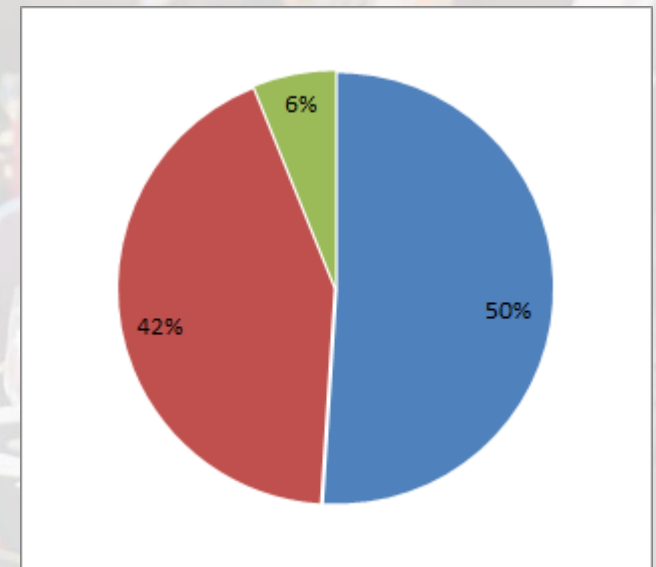
- 23% have less than 1 year of experience
- 25% 1-2 years experience
- 52% have 3 years or more of experience
- Average years of prior teaching experience is 5.73 years



New Teaching Staff Profile

New staff members' undergraduate education:

- 50% of the new hires graduated from MN colleges
- 42% graduated from upper Midwest colleges outside MN
- 6% graduated from other US colleges



Transportation, Nutrition Services, and Facilities Report



Transportation

- Change from privately managed system to *District-managed*
- *New drivers, router*
- Global positioning systems (*GPS*)
- *Analysis* of existing transportation model

Nutrition Services

- Change in leadership model to a **full time coordinator**
- **Farm-to-School** and Local Product Movement
- **NutriSlice** (isd624.nutrislice.com)
- **Fresh fruit** and **vegetable** snack (Birch and Willow)
- **Reusable** trays and **recycling** programs

Facilities Projects



Otter Lake Elementary
HVAC



Lincoln Elementary
HVAC, carpet and windows

Facilities Projects



WBLAHS - South Campus (before and after)
600 Wing, HVAC, carpet

Facilities Projects



Sunrise Park Middle School
Lockers



Sunrise Park Middle School
Exterior Doors

Facilities Projects



Otter Lake Elementary School
Windows and masonry repairs



Central Middle School
Carpet in band and choir rooms

Facilities Projects



Area Learning Center
Basketball hoops, lockers



Hippodrome
Floor replacement, lighting upgrades,
painting

Facilities Projects



**District-wide
Landscaping**



**WBLAHS - South Campus
Tennis courts**

Facilities Projects



WBLAHS - South Campus
Synthetic Turf Field and Lighting

2015-16

Opening Enrollment



2015-16 Opening Enrollment Highlights

- **36 more** students than opening of 2014-15 school year;
138 more students than at the end of 2014-2015
- Largest grades - 1st, 2nd and 3rd
- Smallest grades - 6th, 10th and 11th
- Kindergarten enrollment of 655 (*estimated at 600 based on county birth rate data*)
- Compared to the end of the 2014-15 school year:
 - **77 more** students in southern elementary schools
 - **60 more** students in northern elementary schools

2015-16 Opening Enrollment

Grade Level	Actual Sept 2014	Actual Sept 2015	# Change	% Change
Kindergarten	668	655	-13	-1.9%
Grades 1-5	3133	3256	+123	+3.9%
Total Elementary (Grades K-5)	3801	3911	+110	+2.9%
Middle School (Grades 6-8)	1858	1835	-23	-1.2%
High School (Grades 9-12)	2467	2416	-51	-2.1%
Total Secondary (Grades 6-12)	4325	4251	-74	-1.7%
Total K-12 Enrollment	8126	8162	+36	+0.4%

Preschool and Youth Programming



Early Childhood Programs

4-Star Rating

Our preschool has the Parent Aware *4-Star Rating*

- **Enrollment increases from 2014**
 - Early Childhood Family Education (ECFE)
 - 2014 - 104 enrolled
 - **2015 - 140 enrolled (+36)**
 - Early Childhood Special Education (ECSE)
 - 2014 - 127 enrolled
 - **2015 - 146 enrolled (+19)**
 - White Bear Lake Area Preschool
 - 2014 - 184 enrolled
 - **2015 - 240 enrolled (+56)**

Extended Day Program

- **Total Enrollment**

- **School Year Total:**

- 2011-2012 643
- 2012-2013 692
- 2013-2014 738
- 2014-2015 874
- **2015-2016 942 (+68)**

- **Summer Total:**

- 2013-2014 236
- **2014-2015 306 (+70)**

Extended Day Program

Continued Implementation of Programming revisions this year:

- New staffing model in place
- All sites offered **1380** minutes of programming in each of the following categories: **STEM, literacy and fitness**
- Each site offered at least **two** service learning opportunities

Bear FUNdamentals - 4 year old program:

- Locations: Oneka, Otter and back again at Lakeaires
- Total of **45** kids in all three sites

Targeted Services coordination:

- Locations: Oneka, Otter, Lakeaires, Lincoln and Willow

Welcoming our Students, Families and Staff



Events



WB
624

AGENDA ITEM: **Recognition of Insight Recovery School**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON: **Dr. Michael Lovett, Superintendent**
Sara Paul, Assistant Superintendent for Teaching
and Learning
Gretchen Harriman, Principal, Area Learning
Center

Background:

The following information is from the Association of Recovery Schools.

The Association of Recovery High Schools (ARS) is pleased to announce, that as of September 8, 2015, Insight Recovery School (White Bear Lake, MN) is the fourth recovery high school in the country to be fully accredited by ARS. There are an estimated 35 recovery high schools currently operating throughout the United States.

Last March, an accreditation team from ARS visited the Insight Recovery School, which is housed within the White Bear Lake Area Learning Center. Prior to the visit, Insight staff prepared documents reviewing the school's policies and procedures in respect to ARS's Accreditation Framework consisting of 23 core questions in the categories of school organization, school community, recovery practices and education practices. The accreditation team spent three days at the school reviewing the documents, observing the day to day operation of the school, and interviewing students, staff, and stakeholders about their perception of the school's adherence to the principles of the accreditation framework. The team then recommended Insight be accredited and the ARS Board voted to approve this recommendation.

On behalf of the White Bear Lake Area School Board and administration, we would like to congratulate Insight staff, students, and stakeholders on this accreditation. We acknowledge the hard work that was put into this process and the inspiring work that is done each day in the Insight Program.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **September 14, 2015**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

BACKGROUND:

Dr. Lovett will provide information on current issues and events pertaining to the White Bear Lake Area Public School District.

D. DISCUSSION ITEMS

AGENDA ITEM: **Measures for Student Success: Focus on College and Career**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**
Michael Lovett, Superintendent
Brian Morris, Assessment Coordinator

BACKGROUND:

Brian Morris and Sara Paul will provide a presentation on measures of college readiness, including EXPLORE, PLAN and ACT results and Advanced Placement for the 2014-15 school year. These will be consistent with those metrics on our dashboard corresponding with college readiness.



Measures of Student Success: College and Career Readiness

White Bear Lake Area Schools
School Board Meeting
9/14/2015

Delivering on our Mission

The mission of the White Bear Lake Area School District, a leader in innovative education and community partnerships, is to ensure our students:

- develop a love for learning,
- excel academically,
- are inspired to realize their dreams, and
- become engaged citizens with a global understanding

by challenging each student within a dynamic, respectful and inclusive environment that nurtures the unique talents and abilities of every student.

Measures of Student Success Presentation Schedule

- August 10, 2015 2015 MCA results
- August 24, 2015 Proficiency and Growth
- **September 14, 2015 College and Career Readiness**
- September 28, 2015 Multiple Measurements Rating

3

Measures of Student Success – College and Career Readiness



Measures of Student Success: Metrics for College and Career Readiness

➤ College Readiness Benchmarks

- Explore, grade 8
- Plan, grade 10
- ACT, grade 11 and 12

➤ College-Level Classes or Concurrent Enrollment

- Advanced Placement (AP)
- College in the Schools (CIS)
- Project Lead the Way (PLTW)
- Concurrent Enrollment
 - Core Reading and Mathematics
 - Manufacturing Certification Pathway

4

Measures of Student Success – College and Career Readiness



College and Career Readiness Assessment Descriptions

ACT **Explore** (Score range 1 - 25)

- **8th grade** assessment
- Provides baseline information on the academic prep of students.
- Used to plan high school coursework

ACT **Plan** (Score range 1 – 32)

- **10th grade** assessment
- Midpoint review of students progress toward educational/career goals
- Take time to make necessary interventions

ACT **Assessment** (Score range 1 – 36)

- **11th/12th grade** assessment
- Measure students' academic readiness for post-secondary success
- College admissions and placement tool

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Measures of Student Success – College and Career Readiness



College Readiness Benchmarks as Predictors of College Success

Meeting Benchmarks on ACT exams serves as a predictor of success in college coursework. Meeting benchmark on any of these exams reflects:

- **50% probability of earning a B or higher** in the corresponding college course
- **75% probability of earning a C or higher** in the corresponding college course

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Measures of Student Success – College and Career Readiness



Explore/Plan/ACT College Readiness Benchmarks

College Course or Course Area	ACT Subject- Area Test	ACT Explore Benchmark Grade 8	ACT Plan Benchmark Grade 10	ACT Test Benchmark
English Composition	English	13	15	18
Social Sciences	Reading	16	18	22
College Algebra	Mathematics	17	19	22
Biology	Science	18	20	23

<http://www.act.org/research/policymakers/pdf/benchmarks.pdf>

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Measures of Student Success – College and Career Readiness



Explore and Plan Participation

In White Bear Lake Area Schools

- All 8th graders have taken the **Explore** since 2008 and all 10th have taken the **Plan** since 2010.

In Minnesota

- All 8th graders and 10th graders took the **Explore** and **Plan** in 2014.

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Measures of Student Success – College and Career Readiness



Explore College Readiness Benchmarks

Class of 2019 as 8th graders
(Fall 2014)

ACT Subject-Area Test	ACT Explore Benchmark Grade 8	Class of 2019, Percent meeting or exceeding benchmarks
English	13	71.0%
Reading	16	35.8%
Mathematics	17	50.5%
Science	18	46.0%

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Measures of Student Success – College and Career Readiness



Plan College Readiness Benchmarks

Class of 2017 as 10th graders
(Fall 2014)

ACT Subject-Area Test	ACT Plan Benchmark Grade 10	Class of 2017, Percent meeting or exceeding benchmarks
English	15	73.5%
Reading	18	52.8%
Mathematics	19	51.8%
Science	20	51.2%

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Measures of Student Success – College and Career Readiness



Explore and Plan College Readiness Benchmarks Showing Progression for Class of 2017 (Fall 2012 and Fall 2014)

Benchmark Subject	Class of 2017, Explore Grade 8	Class of 2017, Plan Grade 10	Change with respect to Benchmarks
English	72.7%	73.5%	+ 0.8
Reading	43.2%	52.8%	+ 9.6
Mathematics	52.4%	51.8%	-0.6
Science	45.8%	51.2%	+ 5.4

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Measures of Student Success – College and Career Readiness



College Readiness Benchmarks, Class of 2015 and 2016

Class of 2015: ACT Participation Rate
61%

Class of 2016: ACT Participation Rate
through Junior Year
100%

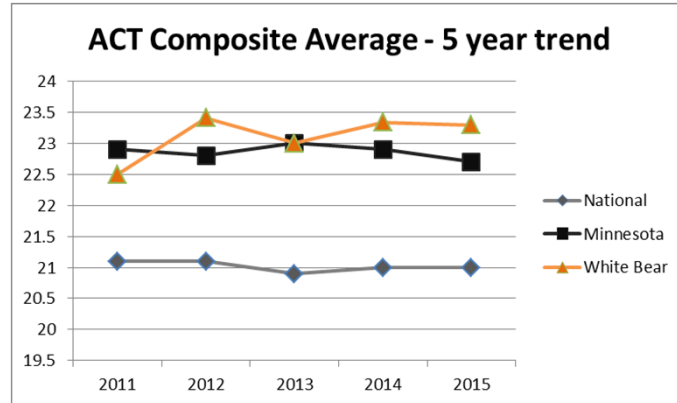
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Measures of Student Success – College and Career Readiness



ACT, Class of 2015

0.7 above Minnesota average
2.4 above National average



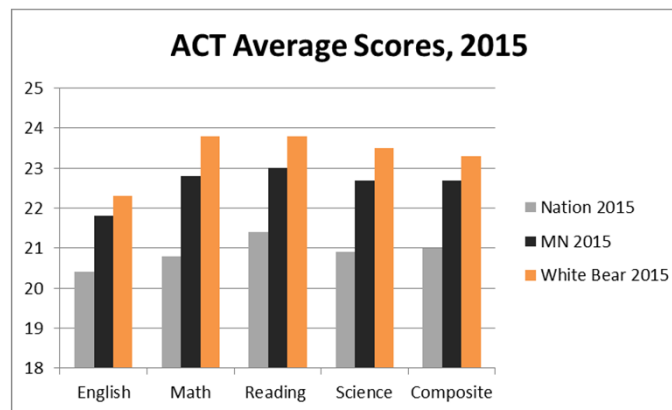
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Measures of Student Success – College and Career Readiness

WB
624

ACT, Class of 2015

Above Minnesota and National averages for each subject.



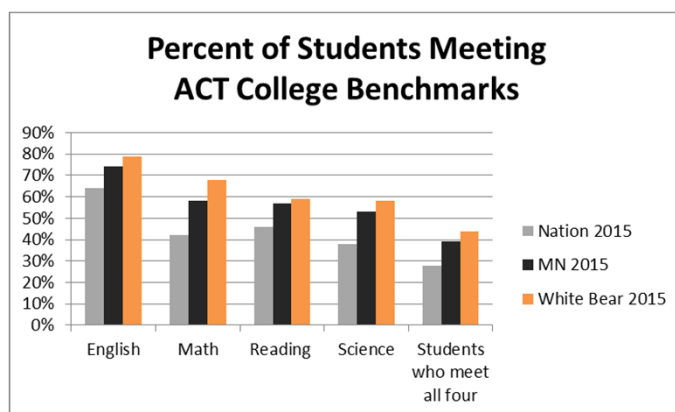
14

Measures of Student Success – College and Career Readiness

WB
624

ACT, Class of 2015

Above Minnesota and National averages



ACT Subject-Area Test	ACT Test Benchmark
English	18
Reading	22
Mathematics	22
Science	23

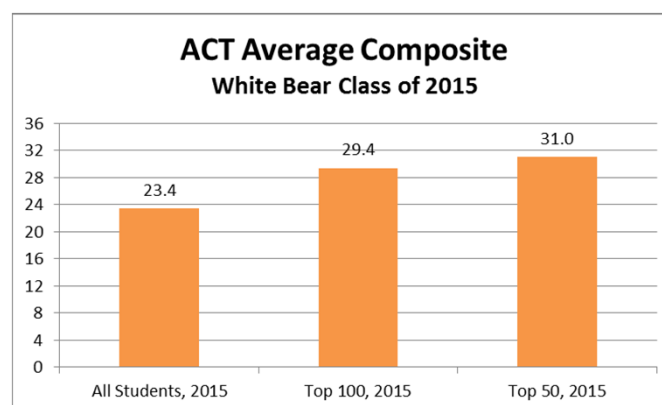


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Measures of Student Success – College and Career Readiness

ACT, Class of 2015

Average scores for the top 50 and 100 students are highly competitive nationally



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Measures of Student Success – College and Career Readiness

College Readiness Benchmarks, Class of 2015 and 2016

Class of 2015: ACT Participation Rate
61%

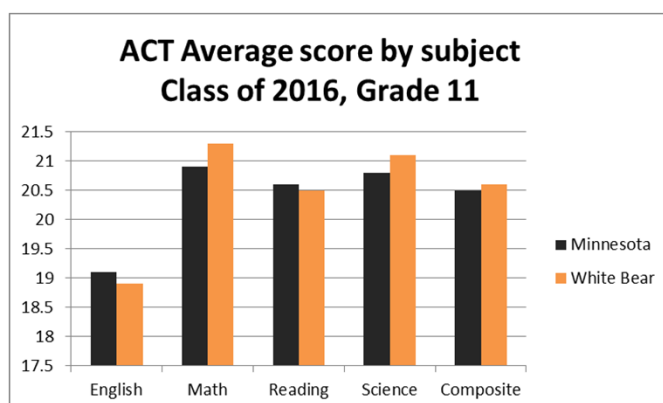
**Class of 2016: ACT Participation
Rate through Junior Year**
100%

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Measures of Student Success – College and Career Readiness



ACT, Class of 2016 taken as Juniors Above Minnesota average in Math, Science, and Composite Score



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Measures of Student Success – College and Career Readiness



College-Level Classes or Concurrent Enrollment

- **Advanced Placement (AP)**
Math, Social Studies, Language Arts, Science, Music and Fine Arts
- **College in the Schools (CIS)**
World Language, Math, Social Studies, Language Arts
- **Project Lead the Way (PLTW)**
Engineering
- **Concurrent Enrollment**
Core Reading and Mathematics, Manufacturing Certification Pathway

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Measures of Student Success – College and Career Readiness



College-Level Classes & Concurrent Enrollment

Increasing percentage of students enrolled

Class of 2015: 55% of students do college level work in our schools.

Class of 2016: 66% of students do college level work in our schools.

Increased course offerings and participation lead to an **11 percentage point increase** in college-level coursework.

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Measures of Student Success – College and Career Readiness





AGENDA ITEM: **Overview of School Board/Superintendent Goals and Strategic Plan for 2015-16**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Michael Lovett, Superintendent**

BACKGROUND:

This will include a presentation summarizing the document you received at the work-study session in August, with additional information for several of the specific action steps.

We will provide additional time for discussing the goals at our work-study session in September, with action recommended at the October meeting.

Preliminary Recommendations for Discussion
Updated for September 14, 2015 Board Meeting

Red – Not begun
Yellow – In progress
Light Green – Partially operational
Green – Fully operational

School Board/Superintendent Goals for 2015-16

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Strategy I: We will develop a comprehensive understanding of our students' needs and interests to ensure students are challenged and excelling academically.					
Action Step 1.1: All students will achieve grade level in reading, writing and math by grade 3 and maintain grade level proficiency throughout their tenure in White Bear Lake Area Public Schools.	1.1. Proficiency and Growth This step will be aligned to the District's Worlds Best Work Force Plan.	Monitor progress based on a dashboard of metrics. During 2015-16 the District will design a set of metrics consistent with the goals of WBWF plan and the District's Equity Plan and regularly report to the School Board.	August 10 School Board Meeting: Proficiency and Growth data reported to School Board; August 24: School Board Work Study Session: Focus on Proficiency, Growth, and Gaps; September 14: Focus on Measures of College and Career Readiness	Evaluation plan will include metrics consistent with the state profile of the following: 1. Kindergarten readiness; 2. Third grade literacy; 3. Achievement gap analysis; 4. College and career readiness, and 5. Student graduation rates.	
Action Step 1.2: All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-	1.2 College and Career Readiness This step will be aligned to the District's Worlds Best Work Force Plan. Implementing of the WBWF Plan will include	The 2015-16 School Year is the fourth year of implementation of the grade 9-12 changes; counselors move with their students from North to South Campus. This is year 2 of the comparable	September 14: Focus on Measures of College and Career Readiness	Evaluation plan will include metrics consistent with the state profile of the following: 1. Kindergarten readiness; 2. Third grade literacy; 3. Achievement gap analysis; 4. College and career readiness, and 5. Student graduation rates.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
secondary institution.	deepening our work to use post secondary plans to increase our collective understanding of each learner's needs and interests and needs.	guidance staffing for grades 6-8; Monitor progress based on a dashboard of metrics. During 2015-16 the District will design a set of metrics consistent with the goals of WBWF plan and the District's Equity Plan and regularly report to the School Board.			
Action Step I.4: The District will build upon the International Baccalaureate (IB) offerings already in place at Matoska, Central and Sunrise Park Schools by increasing opportunities to access rigorous, comprehensive educational experiences.	I.4: IB and Other Rigorous Comprehensive Programs.	In January, 2015 Sunrise Park and Central Middle Schools received I.B. authorization. In addition to deepening implementation of IB programming, the District will consider other options including but not limited to: Implementation of Career Pathways;Expanding Implementation of AVID; increasing opportunities for and access to college level classes; STEM programing, and other options for review.	.	Evaluation Plan will include: 1. Assurance that all schools have rigorous comprehensive opportunities consistent with the Strategic plan, WBWF Plan and Equity Plan.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Strategy II: We will create and implement a plan for global experiences and relationships to further understand world connections.					
Action Step II. 1: All students will expand their global perspective through the study of world language and culture at the elementary schools.	II.1 World Language K-5	Chinese is now offered K-5 in two elementary schools and Spanish in six elementary sites.		Evaluation plan includes: 1.Summary information measuring student participation and success in world language; 2.Assessment data measuring student global understanding.	
Action Step II. 2: Secondary students will develop global understanding and competitiveness through expanded world language opportunities at the secondary level.	II.2 World Language 6-12	Chinese is now offered 6-12; For Chinese and ASL, District has made application for college credit (CIS) status.		Evaluation plan includes: 1.Summary information measuring student participation and success in world language; 2.Assessment data measuring student global understanding; 3.Participation trends in secondary world language coursework.	
Action Step II. 4:All students will expand their global perspective by participating in annual service learning opportunities at the classroom or building level.	II.4 Service Learning	Operational beginning in 2012-13. For the 2014-15 school year, we collected data in a common format through our partnership with Free the Children/We Act, an international organization supporting and monitoring service and leadership. During 2015-16, a comprehensive report will be made to the School Board.		Evaluation plan includes: 1.Participation trends in global service learning projects, including comprehensive report from We Act; 2.Survey data on student understanding of global issues related to service learning opportunities.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Strategy III: We will ensure our facilities support our district's mission and objectives.					
Action Step III. 1: The District will ensure that inside and outside large group spaces are comparable to conference schools.	III.1 Facility – Large Group Spaces	The District, in partnership with its municipalities and various athletics associations has completed an analysis of space issues across the District. The results of this study were presented to the School Board on May 20, 2013. A community forum about Phase I projects was held on February 24, 2015. At the School Board meeting of April 13, 2015, the Board acted to approve priorities identified in Phase I, including artificial turf at the South Campus stadium and new stadium lighting. Additional Phase I projects were completed during the summer of 2015, and work will continue during the 2015-2016 school year as well. Other athletic facilities improvements will be considered through a comprehensive, long-term facilities planning process.	The School Board was updated at the July 13, 2015 work-study session.	Evaluation plan includes: 1. Completion of Phase I recommendations. 2. Incorporation of action step into comprehensive, long-term facilities planning process (Phase II of Facilities Study).	
Action Step III. 2: At an additional three elementary schools, the District will provide a gym with a performing arts area separate from the cafeteria.	III.2 Facility – Elementary	The completion of construction at Matoska IB Elementary School created a separate nutrition services area and a new gymnasium area. The remodeling of Lakeaires and		Matoska addition was completed in the fall of 2013. Lakeaires and Willow Lane additions completed in the fall of 2014.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
		Willow Lane elementary schools included the addition of a gymnasium which created separate spaces for the nutrition services program and the physical education/performing arts programs. With the completion of the construction programs at these two schools in early 2015, all elementary schools will have the identified separate spaces. <u>Other elementary site improvements of significance will be considered as part of a comprehensive, long-term facilities planning process.</u>			
<u>Action Step III. 3:</u> The District will ensure that storage spaces are equitable for all district facilities.	III.3 Facility – Storage	<u>Additional storage space was included as part of the 2014 Lakeaires addition. This additional space is currently being used for District storage. Other storage improvements of significance will be considered as part of a comprehensive, long-term facilities planning process.</u>		Included in the strategic review of secondary sites and facilities.	
<u>Action Step III. 4:</u> The District will ensure that square footage to accommodate student population and program activities are equitable for all buildings.	III.4 Facility – Student Population Distribution	As part of a leadership team project during the 2012-2013 school year, an analysis was undertaken to determine if adjustments to elementary attendance boundaries would allow for the student populations at Central and Sunrise Park Middle Schools to become better	At School Board meeting of April 28, will be incorporated into presentation on Strategy III.11.	Included in the strategic review of secondary sites and facilities.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
		balanced. The conclusions of this study determined that adjusting elementary attendance boundaries could help to balance the middle school populations in the short run. <u>School start and dismissal time adjustments will be considered as part of this process.</u> <u>This goal will be incorporated into a comprehensive, long-term facilities planning process.</u>			
<u>Action Step III. 5:</u> Each district facility will have a standardized operations and a maintenance procedures manual consistent with best practices.	III.5 Facility – Standardized Procedures	Completed.		Evidence that manuals are in place and that employees have been trained appropriately.	
<u>Action Step III. 6:</u> Each district facility will have an HVAC system that provides optimum air quality throughout the district.	III.6 Facility – Air Quality	Before 2015-16, all elementary buildings with the exception of Otter Lake had HVAC system upgrades that include air conditioning. The School Board acted to accept the bids for Otter Lake Elementary to upgrade to air conditioning at the meeting of 2/9/15. <u>This work was done in the summer of 2015.</u> Secondary buildings have certain areas that are air_conditioned; however, the cost associated with	<u>Update to the School Board in July and August, 2015</u>	Successful completion of HVAC projects scheduled for fiscal years 2015-2017.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
		having the remaining parts of the buildings air conditioned will require major funding; this is not part of our current budget. <u>This goal will be incorporated into Phase II of Facility Plan.</u>			
<u>Action Step III. 8:</u> The District will ensure that all schools provide secure entrances.	III.8 Facility – Secure Entrances	All secondary schools have either a secure entrance design or have attendants who monitor the main door throughout the student day. With the completion of both Lakeaires and Willow Lane elementary schools projects, all elementary schools will have facilities secured by entrances designed to lead all visitors into the office prior to entering the rest of the building.		Secure entrances at each site and appropriate protocols in place.	
<u>Action Step III. 9:</u> District facilities will be designed to allow for informational technology to be accessible by all ISD 624 employees, learners and families.	III.9 Facility – Technology Access	See Strategy IV.11 During 2014-15, District begins pilots of space and classroom redesign to promote 21st Century skills. <u>This goal will be incorporated into Phase II of Facility Plan.</u>		Included in the strategic review of secondary sites and facilities, Strategy III.11	
<u>Action Step III.10:</u> The District will ensure that elementary class sizes are balanced across the district.	III.10 Facility – Balanced Elementary Class Sizes	<u>Projected growth in the Northern portion of the District, along with housing turnover in the southern portion of the district requires careful study during 2015-16. Additionally, school start and end</u>		<u>Data on class size averages and ranges.</u>	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
		times will be considered for possible implementation in 2016-2017.			
<u>Action Step III.11:</u> Secondary facilities will be evaluated and recommendations will be made that improve programs and reduce transitions, including a cost benefit analysis of a single campus high school.	III.11 Facility – Secondary Phase I recommendations Phase II recommendations	Secondary strategic program and facilities review begins in 2014-15. Action taken at April 13, 2015 Board meeting on Phase I improvements. <u>Update to the School Board presented on July 13, 2015.</u> <u>Phase II of the secondary program and facilities review will expand to include preK-12 and senior facilities as part of a comprehensive, long-term facilities planning process.</u>		<u>Strategy III.11, facilities study.</u> Included in the strategic review of secondary sites and facilities.	
Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Strategy IV: We will create a district-wide culture that inspires innovation, a passion for learning, and confidence to pursue dreams.					
<u>Action Step IV.11:</u> Every classroom will have equitable access to a core set of effective, innovative, and well supported technology.		<u>3-year implementation plan:</u> <u>2015-16 - 7th-10th Grade 1:1</u> <u>2016-17 - 6th-12th Grade 1:1</u> <u>2017-18 - 1:1 classroom sets</u> <u>Grades 3-5 & 1:2 classroom sets in</u> <u>Grades K-2</u>		<u>Evaluation plan includes:</u> 1. <u>Annual BrightBytes technology survey data;</u> 2. <u>Measures of student success;</u> 3. <u>Staff participation in 1:1 training, Summer Tech Camp, 4C's</u>	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
		Elementary buildings wishing to accelerate this roll-out prior to 2017-18 can do so, knowing that all devices will be maintained, and fully integrated into the District replacement cycle.		Mentors and Technology & Leadership Cohort.	
Action Step IV.12: The District will enhance communication, interaction, and collaboration through the use of a web site.	IV.12 District Website New website launched in June of 2012 and has been included in the Communications and Marketing Plan update presented to the board annually.	Recommend review of the website use and areas for improvement during 2015-16; develop and implement plan for Strategic updates and improvements.		Evaluation plan includes: TBD	
Action Step IV.13: The District will establish a learning management system to support the development and management of online coursework to allow web-based learning for staff and students.	IV.13 Schoology	Schoology, our LMS, serves as a digital extension to the physical classroom as well as the hub of classroom communication, resources and materials.		Evaluation plan includes: 1. Total number of courses; 2. Enrollment and student success in hybrid courses; 3. Usage statistics.	
Action Step IV.14: A policy will be developed and presented for board approval that leverages students' access to mobile technology and use of that technology in the classroom.	IV.14 Technology Policy	We will address mobile technologies within the Electronic Technologies Acceptable use and the Social Media policies.		Evaluation plan includes: 1. Completion of proposed policy and Board action on policy by December 31, 2015. 2. Teacher and student training on updated policy completed by June 2016.	
Action Step IV.15: Instructional technology will be available for use by students beyond the	IV.15 Access to Instructional Technology	See Strategy IV.11 We continue to partner with Brightbytes to measure our		Evaluation plan includes: 1. Student device ratio; 2. Student home Internet access as measured by	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
traditional school day/year.		classroom technology use, access, skills and environment. By 2016-2017 all secondary students will have a 1:1 device. We continue to partner with Washington and Ramsey county library systems to provide broader access to our entire community.		Brightbytes survey.	
Strategy V: We will build a network of partnerships to provide personal and educational growth and service opportunities for students.					
<u>Action Step V. 1:</u> The District will implement a process that will provide a consistent method to initiate and maintain community partnerships.	V.1 Partnership – Process	School Board Policy 900 was approved by the School Board at the May 12, 2014 School Board meeting. It includes a vetting process of partnerships with the office of Superintendency having final approval. An update was provided to the School Board at the work-study session of April 27, 2015. As of August 15, 2015, all building level partnerships project that all district level partnerships will be in compliance by September 30, 2015.		Successful implementation of Policy 900, Partnerships, including the following: 1. Assure compliance with policy and protocols for all partnerships for the 2015-16 school year; 2. An evaluation of each partnership will be made by June 30, 2016 and annually thereafter consistent with policy.	
<u>Action Step V.2:</u> A comprehensive needs assessment will be developed and administered at every WBLA school in order to provide direction to future partnerships.	V.2 Partnership – Needs Assessment	An update was provided to the School Board at the work-study session of April 27, 2015.		Successful implementation the needs assessment section of Policy 900, Partnerships, including the assurance of compliance with policy and protocols for all partnerships for the 2015-16 school year;	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Action Step V.3: The District will create a process which aligns a partner with a compelling need or promising vision.	V.3 Partnership – Vision	An update was provided to the School Board at the work-study session of April 27, 2015.		Implementation of process consistent with Policy 900, Partnerships.	
Action Step V.5: The District will communicate information related to partnerships using a variety of resources.	V.5 Partnership – Communication	Communication regarding current partnerships has been done via school board meetings, and through the communications office, including electronics, print, and other media. By March 31, 2016, the District will design a section of the District’s website that features information about District partnerships, and questions and answers about the policy and procedures.		Communications plan implemented, including the following: 1. Policy 900 is listed on the web page in the policy section; 2. A section of the District’s website features information about District partnerships, and questions and answers about the policy and procedures	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Strategy VI: We will foster connections with and among students and staff members to ensure all feel valued, supported and understood; and we will establish an environment that cultivates understanding and respect for differences among people.					
Action Step VI. 1: The District will adopt a comprehensive bullying prevention, intervention, and support program for students and staff that promotes a safe, civil, and inclusive climate and is implemented in each building, program, and service.	VI.1 Bullying Policy and Program	New program implemented during 2012-13. During 2014-15 additional training was provided to all staff to comply with new State law and the District's policy 514, revised in October, 2014. During the 2014-15 school year, the administration developed protocols to assure ongoing compliance with our Bullying Prevention Policy, policies, and implementation of the curriculum currently in place. <u>For 2015-16, all staff will receive training on compliance with state law and district policy.</u>		The evaluation plan will include: <u>1. Reviewing data from the Minnesota Student Survey scheduled for spring, 2016;</u> <u>2. An internal audit to assure that all schools are complying with expectations to provide the curriculum;</u> <u>3. On-going review of other sources of data, including student discipline data.</u> <u>4. Assurance that all staff receive the required training annually.</u>	
Action Step VI. 2: The District will increase the number of faculty and staff from culturally diverse communities to more closely reflect the diversity of the student population.	VI.2 Faculty	<u>Beginning during 2015-16, the human resources office will develop a set of metrics on recruitment, selection, and retention consistent with this action step.</u>		<u>Employment metrics will be reported annually to the School Board.</u>	
Action Step VI. 3: During curriculum review cycles in all areas, the District will identify best practices that promote and enhance multicultural understanding.	VI.3 Equity in Curriculum and Instruction	<u>An update on the Equity Plan was presented at the work-study session of July 13, 2015.</u> <u>Consistent with the District's Equity Plan, during 2015-16 develop and implement strategies</u>		<u>An evaluation plan will be developed consistent with the equity plan.</u>	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
		to assure equity in curriculum and instructional practices.			
Action Step VI. 4: Programs will be adopted and implemented and resources allocated for students and families to promote a positive transition between buildings and programs.	VI.4 School Transitions	Transition plans are in place at each level, including: 1. Kindergarten Jumpstart for four year olds; 2. WEB for the middle school; 3. LINK Crew for new ninth grade students at the high school. For 2015-16, the District will develop additional transition support for students who enter as new students during the year or at grades not served by the current transition plans.		Evaluation plan will include: 1. Annual Board updates on transition programming; 2. Attendance data reflecting student participation in transition programming; 3. Student survey data on the effectiveness of transition programming.	
Action Step VI. 5: The District will provide programming that will continue to create an environment of understanding similarities and differences among students, staff, administration, community members, and parents.	VI.5 Equity in all Programming	An update on the Equity Plan was presented at the work-study session of July 13, 2015. For 2015-16, the District will participate in the following programming: 1. Marnita's Table, designed as intentional social interaction across race, socio-economic groups, and age; 2. PIQE, designed to engage parents in learning more about school and partnering with the schools to support all children; 3. Training for District leaders in cooperation with EMID member school districts; 4. Other strategies consistent with Equity Plan		An evaluation plan consistent with the Equity plan, will include: 1. Minnesota Student survey data regarding students feeling connected and welcome at school; 2. Staff survey data regarding school climate; 3. Parent feedback on school climate.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
Action Step VI. 6: The District will review and assess the current plan related to cultural competency.	VI.6 Cultural Competency	An update on the Equity Plan was presented at the work-study session of July 13, 2015. <u>During the 2015-16 school year, this action step will be aligned with the District's WBWF and Equity plan.</u>		<u>Evaluation plan will include:</u> 1. Annual review and approval of the Achievement and Integration Plan by the School Board; 2. State approval of the District's Plan; 3. Other measures consistent with the Plan.	
Goal 2 - Ongoing Financial Stewardship and Budget Management (Revised for 2015-16)	Details	Status	Report to the School Board	Evaluation	
The District continues to identify greater efficiencies in operations that will help to maintain financial stability and allow for improvements in program quality and student success.	Strong community support, which led to the passage of the November 2011 operating levy renewal by a margin of 73% to 27% and the capital projects levy in 2013, gives the School District a measure of financial stability. The District has established an excellent record of financial reporting by both ASBO and GFOA, and also achieving an AA Bond Rating initially in 2008, and confirmed in 2011, 2012, 2013 and 2015. Further, the District has restructured long-term debt to allow for more level tax	For 2014-15, the District increased the frequency of financial reporting from semi-annually to quarterly. A quarterly budget update and preliminary budget for 2015-16 was presented on May 18, 2015 with Board approval on June 8, 2015. <u>In July the administration provided an update on the 2015-16 budget subsequent to the Legislative Special Session.</u> <u>An annual operating plan, to include information related to all major District funds, will be finalized during the 2015-2016 school year.</u>		<u>Evaluation plan will include:</u> 1. Ongoing financial stewardship on investments and budget management are reviewed annually as part of the financial audit; 2. The audit report for FY 2014-15 is presented to the Finance Committee in the fall and to the School Board and public at the regular School Board meeting in December; 3. The administration will continue the practice of quarterly reports to the School Board; 4. Will increase communication with the public by posting additional financial information on the District's website. 5. Review the role and membership of the finance advisory committee. 6. Present an annual operating plan in June 2016.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
	levies over the next several years.				
Goal 3: Continue Implementation of the Communications and Marketing Plan for the District.					
	Communication and Marketing Plan.	The district continues to implement the communications and marketing Plan originally accepted by the School Board in 2010. An update was made at the School Board work-study session of May 18, 2015. <u>For 2015-16, the District will continue to implement and update our communications and marketing plan consistent with the May 2015 report to the School Board.</u>		<u>Evaluation plan includes:</u> <u>1. Enrollment data and trends, including open enrollment;</u> <u>2. Analytics on website and social media;</u> <u>3. Surveys;</u> <u>4. Additional metrics developed in 2015-16</u>	
Goal 4: Operational Improvements					
a. Recognition Program, Phase III, <u>will evaluate and expand recognition of community, partnerships, and volunteers.</u>	Goal 4a Recognition Program	<u>The staff recognition program will be reviewed based on the results of the School Culture Survey completed in Spring of 2015, and actual steps developed.</u>		<u>Evaluation plan will be developed which will include:</u> <u>1. Annual School Culture results;</u> <u>2. Other measures based on the specific goals of the program.</u>	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
b. Complete implementation of the recommendations of the Gifted and Talented program review.	Goal 4b Gifted and Talented Program	School-Within-A-School will be offered in the 2015-16 school year at Lincoln Elementary School with two sections. During 2015-16, the District will develop metrics for all gifted and talented programming.		Evaluation plan will include: 1. Metrics on student annual growth 2. Survey data from parents, staff, and students.	
c. Review of District programs and services supporting students with Mental Health and Chemical Dependency Needs	Goal 4c Student support	Based on feedback from school staff during listening sessions at District schools during the 2014-15 school year, in the summer of 2015 the administration began to consider options to study our current level of services for students in the areas of mental health and chemical dependency, and the extent of training and support for staff. This objective is intended to provide a structure for a careful study of the status quo and determine areas for improvement.		To be written	
d. Follow-up on Program Review of Preschool and Early Childhood Programs	Goal 4d Follow-up on Preschool and Early Childhood Programs. During 2014-15, the District made a thorough review of our current preschool and early childhood program; an assessment of the needs of our preschool children and families; an assessment of steps for improving quality	A report to the School Board was provided at the March 23, 2015 work-study session. The final report and recommendations were made to the School Board at the May work-study session. For 2015-16, develop follow-up plans for preschool improvement consistent with the recommendations of the 2014-15 Preschool program review.		Evaluation plan will include: 1. Comprehensive long range plans for preschool program design, including vertical alignment with kindergarten, and other strategies consistent with the 2014-15 Preschool Review. 2. Comprehensive facilities plan for all preschool programming, with completed in conjunction with Phase II of the District facility planning process.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
	of programming and space for program growth; and recommendations for potential next steps.	Preschool facilities planning will be incorporated into the district's facilities planning process as described in Goal 1, Strategy III.11			
e. Comprehensive Review of Senior Services.	Recognizing demographic changes in our community, including significant increases of size of the population sixty-five and older, the District through our Community Services and Recreation Department and Senior Program, will begin engagement with our ten member communities, elective officials, business community, including for profit and nonprofit organizations, our faith communities and other agencies working with the senior population. The goal of this comprehensive review will be to identify the challenges and opportunities that are arising from a growing senior population; gaps in our current services; and community priorities that can either be addressed through the School District	In the summer of 2015, the school district invited more than 100 representatives of local government, state government, business community, faith communities, and for profit and nonprofit agencies serving seniors to participate in a community forum. In September of 2015, the community members are invited to a follow-up meeting to work on the development of a survey in the fall of 2015 to our senior population.		Evaluation plan will include: 1. Development of a comprehensive review of senior services in the school district, including an assessment of current programing and the identification of priorities for action in a one to five year window; 2. The development of a comprehensive plan completed in conjunction with our community partners and presented to the School Board on June 30, 2016.	

Strategic Plan / Action Step	Details	Status	Report to the School Board	Evaluation	
	or in partnership with other entities.				

AGENDA ITEM: **Policy 427, Workload Limits for Certain Special Education Teachers**

MEETING DATE: **February 9, 2015**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Kathleen Daniels, Director of Student Support Services**

BACKGROUND:

School Board Policy 427, Workload Limits for Certain Special Education Teachers, is a new policy. The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the October 12, 2015 School Board meeting agenda or a subsequent meeting for action.

Adopted: _____
Revised: _____

White Bear Lake Area School Board Policy 427

427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

A. Direct Services

“Direct services” means special education services provided by a special education teacher when the services are related to instruction, including cooperative teaching.

B. Indirect Services

“Indirect services” means special education services provided by a special education teacher which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with children with disabilities to monitor and observe.

C. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a ~~teacher~~ service provider employed by the school district who is licensed under the rules of the Minnesota Board of Teaching to instruct children with specific disabling conditions.

D. Workload

“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

- A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employers Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

Legal References: Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of "Direct Services," "Indirect Services," "Teacher," and "Workload")
Minn. Rule 3525.2340, Subp. 4.B. (Case Loads for School-Age Educational Service Alternatives)

Cross References: MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)

AGENDA ITEM: **Policy 807, Health and Safety**

MEETING DATE: **February 9, 2015**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Assistant Superintendent for Finance and Operations**

BACKGROUND:

School Board Policy 807, Health and Safety, has been reviewed by the Policy Committee and Cabinet, and is ready for a first reading.

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the October 12, 2015 School Board meeting agenda or a subsequent meeting for action.

Adopted: July 9, 2012
Revised: _____

White Bear Lake Area Schools District #624 Policy 807

807 HEALTH AND SAFETY

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district will form a health and safety advisory committee to be appointed by the superintendent or designee. The health and safety advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent or designee may request that the safety committee established under Minn. Stat. § 182.676 carry out all or part of the duties of the health and safety advisory committee or the health and safety advisory committee may consider recommendations from a separate safety committee established under Minn. Stat § 182.676

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.
- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
 - 1. Art Safety
 - 2. Asbestos Program
 - 3. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools ~~AWAIR (A Workplace Accident and Injury Reduction Program—Safety Committee)~~
 - 4. Bleacher Safety
 - 5. Bloodborne Pathogens/ Infectious Waste
 - 6. Combustible and Hazardous Materials Storage
 - 7. Community Right to Know
 - 8. Compressed Gas Safety
 - 9. Confined Space Standard
 - 10. Control of Hazardous Energy Sources (Lockout/Tagout)
 - 11. Electrical Safety
 - 12. Emergency Lighting
 - 13. Emergency Response Plan (Crisis Action Plan)
 - 14. Employee Right to Know

15. Ergonomics ~~Program~~
16. Fall Protection — ~~Ladder/Aerial Lifts/Roofs~~
17. **Fire and Life Safety**
18. First Aid/CPR/AED ~~Program~~
19. Food Service Safety ~~Program~~/Inspections
20. Fork Lift ~~Operations Safety~~
21. Hazardous Air Emissions (Boilers)
22. Hazardous Waste ~~Program~~
23. Hearing Conservation
24. Hoist/Lift/Elevator Safety
25. Indoor Air Quality ~~Program~~
26. Integrated Pest Management ~~Program~~
27. Laboratory Safety Standard/Chemical Hygiene Plan
28. Lead (~~in Water, Paint~~) ~~Program~~
29. Machine Guarding
30. Mechanical Ventilation
31. Mercury
32. Mold Cleanup and Abatement
33. National Emission Standards for Hazardous Air Pollutants for School Generators Established by the United States E.P.A.
34. OSHA Inspections, OSHA 300 Logs
35. Personal Protective Equipment ~~Program~~(PPE)
36. Playground Safety ~~Program~~
37. Radon ~~Program~~
38. Respiratory Protection ~~Program~~
39. **Safety Committee**
40. Structural Safety
41. Technology Education Safety Program
42. Underground/Above Ground Storage Tanks
43. Welding/Cutting/Brazing
44. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.

- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly conduct an accident investigation in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent or designee shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or designee, shall annually prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary to ensure clear understanding of the preliminary budget by the school board and public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

Legal References:

Minn. Stat. §123B.56 (Health, Safety, and Environmental Management)
Minn. Stat. §123B.57 (Capital Expenditure; Health and Safety)
Minn. Stat. §182.676 (Safety Committee)

Minn. Rules Part 5208.0010 (Applicability)

Minn. Rules Part 5208.0070 (Alternative Forms of Committee)

Cross References:

WBLASD #624 Policy 407 - Employee Right to Know – Exposure to Hazardous Substances)

WBLASD #624 Policy 701 – Establishment and Adoption of School District Budget

~~WBLASD #624 Policy 803 – Warning Systems and Emergency Plans~~

~~WBLASD #624 Policy 805 – Waste Reduction and Recycling~~

WBLASD #624 Policy 806 – Crisis Management Policy

E. OPERATIONAL ITEMS

AGENDA ITEM: **Approve the Use of the New City of White Bear Lake Voting System**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Kristine Wehrkamp, Director of Community Services and Recreation**

BACKGROUND:

City of White Bear Lake has purchased a new voting system. The old system had outlived its design life, and it was difficult or impossible to obtain spare parts. In addition, the operating system was old and beyond the support of the software provider. There is no financial ramification to the School District.

RECOMMENDATION:

The School Board approve the use of the new voting system for the precincts in the City of White Bear Lake.

AGENDA ITEM: **Action on Agreement for District Wide Municipal Solid Waste and Recycling Services**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent for Finance and Operations**

BACKGROUND:

Recently, the District received a grant from Ramsey and Washington Counties to conduct an extensive request for proposal (RFP) process for District wide municipal solid waste and recycling services. The grant covered the cost of consultant Jodi Tate from JL Taitt & Associates, Inc. to lead the District through the RFP process with intended goals of improved service, reduced costs, and a more robust waste-recycling program. The criteria used to evaluate potential service providers included customer service standards, equipment, operating practices and policies, experience and qualifications, administrative and management qualifications and experience, experience processing and marketing single stream recycling, and price. Republic Services emerged from this process as the preferred service provider based on the criteria previously listed. Based on current levels of waste production, the cost of the first year of the agreement will be approximately \$122,000, which represents a cost reduction of 40% compared to the District's existing arrangement.

Recommendation: Move to approve a three-year agreement with Republic Services for District wide municipal solid waste and recycling services with an effective date of October 1, 2015.

White Bear Lake Area Schools
Request for Proposals--Summary of Analysis
District Wide Municipal Solid Waste and Recycling Services

	Advanced Disposal	Aspen	Republic	Walters	Waste Management
Equipment 10 pts Average	6	6.2	6.8	6.8	6.4
Customer Service 25 pts Average	11.6	16.8	16.2	19	12.8
Practies, Policies 10 pts Average	5.4	7.2	7.2	7.4	5.6
Admin & Mgmt 5 pts Average	2.4	3.6	3.4	4	3.2
MSW & SSR Experience 10 pts Average	4.6	6.4	6.8	7.2	7.4
Recycling Experience 10 pts Average	4.2	6.2	7.6	6.6	7.6
Price 30 pts. Average	30	22	26	18	25
Combined 100 possible	64.2	68.4	*74*	69	68

AGENDA ITEM: **Action on Recommendation to Designate Identified Officials with Authority as Required by the Minnesota Department of Education**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

A recent change by the Minnesota Department of Education (MDE) requires school districts to designate Identified Officials with Authority (IOWA). An IOWA is allowed to authorize access by local education agency users to MDE secure websites.

Recommendation: Move to approve Sara Paul, Assistant Superintendent for Teaching and Learning; Wayne Kazmierczak, Assistant Superintendent for Finance and Operations; and Michael Lovett, Superintendent as Identified Officials with Authority as required by the Minnesota Department of Education.

AGENDA ITEM: **Action on 10-Year Long-Term Facility Maintenance Plan**

MEETING DATE: **September 14, 2015**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent for Finance and Operations**

BACKGROUND:

During the 2015 legislative session, a Long-Term Facilities Maintenance (LTFM) Revenue Program was established for school districts, intermediate districts, other cooperatives, and charter schools. The new program replaces the Health and Safety Revenue, Deferred Maintenance Revenue, and Alternative Facilities Bonding and Levy programs beginning in fiscal year 2017. Revenue increases for school districts not currently eligible to participate in the Alternative Facilities Bonding and Levy program and for charter schools are phased-in over three years from fiscal year 2017 through fiscal year 2019. Revenue equals \$193 per adjusted pupil unit for fiscal year 2017, \$292 for fiscal year 2018, and \$380 for fiscal year 2019.

White Bear Lake Area Schools is one of the 25 school districts that previously qualified for the Alternative Facilities Bonding and Levy program. Over the past several months, the School Board has reviewed and approved the District's 10-Year Alternative Facilities Plan and the District's Health and Safety budget. The additional step of approving a 10-Year LTFM Plan is required as districts implement the required changes.

Attached please find the District's 10-Year Long-Term Facility Maintenance (LTFM) expenditure and revenue plan. The expenditure budget combines the previously approved Alternative Facilities Plan and the District's Health and Safety Plan; the figures included are consistent with what had been approved previously. The attached revenue budget details the new revenue projection for the District given the legislative changes. District personnel consulted with Minnesota Department of Education staff to arrive at the figures.

Recommendation: Move to approve the 10-year Long-Term Facility Maintenance Plan as presented.

Minnesota Department of Education		Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		Long-Term Facility Maintenance Revenue Application Ten Year Expenditure										ED - 02478-01			
INSTRUCTIONS: Enter estimated expenditures that are allowable uses of Long-term Facilities Maintenance Revenue under MS 123B.595, Subd. 10, by UFARS Finance Code by fiscal year in the space provided. Finance codes shown for accessibility and deferred capital expenditures and maintenance projects are proposed new Finance codes										District Name: White Bear Lake Area Schools				District # 624			
												Date:					
												District Contact for Questions on this Spreadsheet: Name: Dan Roeser		E-mail: daniel.roeser@isd624.org Phone #: (651) 407 -7633			
				Fiscal Year, Ending June 30th -->		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026		
ESTIMATED EXPENDITURES:																	
Health and Safety, Excluding Projects in Finance codes 358, 363 and 366 Costing > \$100,000 per Site																	
Finance		Category															
347	Physical Hazards	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000		
349	Other Hazardous Materials	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000		
352	Environmental Health & Safety Management	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000		
358	Asbestos Removal and Encapsulation	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000		
363	Fire Safety	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000		
366	Indoor Air Quality	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000		
Total Health and Safety Capital Projects		\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000		
Health and Safety, Projects Costing > \$100,000 per Site																	
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Accessibility																	
Finance		Category															
367	Accessibility	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000		
Deferred Capital Expenditures and Maintenance Projects																	
Finance		Category															
368	Building Envelope	\$472,000	\$275,000	\$500,000	\$515,000	\$275,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000		
369	Building Hardware and Equipment	\$225,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
379	Interior Surfaces	\$205,000	\$475,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000	\$225,000		
380	Mechanical Systems	\$2,505,000	\$2,270,000	\$2,500,000	\$780,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000		
381	Plumbing	\$0	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
382	Professional Services and Salary	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000		
383	Roof Systems	\$555,000	\$360,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000	\$560,000		
384	Site Projects	\$918,000	\$465,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000		
Total Deferred Capital Expense and Maintenance		\$5,180,000	\$4,165,000	\$4,495,000	\$2,540,000	\$1,920,000	\$1,970,000	\$1,970,000	\$1,970,000	\$1,970,000	\$1,970,000	\$1,970,000	\$1,970,000	\$1,970,000	\$1,970,000		
Total Annual 10 Year Plan Expenditures				\$5,905,000	\$4,890,000	\$5,220,000	\$3,265,000	\$2,645,000	\$2,695,000	\$2,695,000	\$2,695,000	\$2,695,000	\$2,695,000	\$2,695,000	\$2,695,000		
end of worksheet																	

[illegible]

Long-Term Facilities Maintenance (LTFM) Revenue Projection											
Revised 7/23/2015											
624	<= Type in School District Number	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
	WHITE BEAR LAKE SCHOOL DISTRICT										
Calculations for Ten Year Projection											
20	Old Formula revenue										
21	Old formula H&S revenue (estimated annual costs for all eligible projects < \$500,000)	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00	700,000.00
22	Old formula alt facilities debt revenue (1A) - gross before debt excess	1,325,694.56	1,349,214.56	1,371,474.56	4,285,224.56	4,850,754.56	5,105,064.56	6,917,325.19	6,614,137.69	6,622,065.19	6,632,252.82
23	Debt Excess allocated to line 22										
24	Old formula alt facilities debt revenue (1A) - debt excess	1,325,694.56	1,349,214.56	1,371,474.56	4,285,224.56	4,850,754.56	5,105,064.56	6,917,325.19	6,614,137.69	6,622,065.19	6,632,252.82
25	Old formula alt facilities debt revenue (1B) = (12) - (13)										
26	Old formula alt facilities pay as you go revenue (1A)										
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000		4,190,000.00	4,520,000.00	2,565,000.00	1,945,000.00	1,995,000.00	1,995,000.00	1,995,000.00	1,995,000.00	1,995,000.00
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / \$193))										
29	Total old formula revenue = (21)+(24)+(25)+(26)+(27)+(28)	2,025,694.56	6,239,214.56	6,591,474.56	7,550,224.56	7,495,754.56	7,800,064.56	9,612,325.19	9,309,137.69	9,317,065.19	9,327,252.82
30	Total LTFM Revenue for Individual District Projects = (Greater of [(10) + (19)] or (29))	2,025,694.56	6,239,214.56	6,591,474.56	7,550,224.56	7,495,754.56	7,800,064.56	9,612,325.19	9,309,137.69	9,317,065.19	9,327,252.82
31	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)										
32	Maximum LTFM Revenue (30) + (31)	2,025,694.56	6,239,214.56	6,591,474.56	7,550,224.56	7,495,754.56	7,800,064.56	9,612,325.19	9,309,137.69	9,317,065.19	9,327,252.82
33	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System										
34	Grand Total LTFM Revenue (32) - (33)	2,025,694.56	6,239,214.56	6,591,474.56	7,550,224.56	7,495,754.56	7,800,064.56	9,612,325.19	9,309,137.69	9,317,065.19	9,327,252.82
	Aid and Levy Shares of Total Revenue										
35	For ANTC & APU, three year prior date										
36	Three year prior Ag Modified ANTC	72,429,547	75,326,729	78,339,798	81,473,390	84,732,326	88,121,619	91,646,483	95,312,343	99,124,836	103,089,830
37	Three year prior Adjusted PU (New Weights)	8,804.83	8,806.80	8,827.80	8,793.00	8,783.00	8,793.00	8,783.00	8,783.00	8,783.00	8,783.00
38	ANTC / APU = (36) / (37)	8,226.12	8,553.25	8,874.22	9,265.71	9,647.31	10,093.20	10,434.53	10,851.91	11,285.99	11,737.43
39	State average ANTC / APU with ag value adjustment	7,227.83	7,413.65	7,694.30	8,023.59	8,365.36	8,700.00	9,048.00	9,410.00	9,786.00	10,177.00
40	Equalizing Factor = 123% of (39)	8,890.23	9,118.79	9,463.99	9,869.02	10,289.39	10,701.00	11,129.04	11,574.30	12,036.78	12,517.71
41	Local share of Equalized Revenue (lesser of 1 or (38) / (40))	92.53%	93.80%	93.77%	93.89%	93.76%	93.76%	93.76%	93.76%	93.76%	93.77%
42	State share of Equalized Revenue (1 - (41))	7.47%	6.20%	6.23%	6.11%	6.24%	6.24%	6.24%	6.24%	6.24%	6.23%
43	Equalized Revenue (lesser of (34) or (6) * (8))	1,697,049.00	2,564,636.00	3,337,540.00	3,337,540.00	3,337,540.00	3,337,540.00	3,337,540.00	3,337,540.00	3,337,540.00	3,337,540.00
44	Initial LTFM State Aid (42) * (43)	126,771.43	159,056.66	207,986.37	204,029.50	208,269.65	208,280.46	208,279.86	208,306.81	208,177.91	208,042.50
45	Old formula Grandfathered Alternative Facilities Aid										
46	Total LTFM State Aid (Greater of (44) or (45))	126,771.43	159,056.66	207,986.37	204,029.50	208,269.65	208,280.46	208,279.86	208,306.81	208,177.91	208,042.50
47	Total LTFM Levy, (34) - (46)	1,893,923.13	6,080,157.91	6,383,488.19	7,346,195.06	7,287,484.91	7,591,784.10	9,404,045.33	9,100,830.88	9,108,887.28	9,119,710.32

Notes: