

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

May 9, 2016

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

To: Members of the School Board

From: Michael J. Lovett
Superintendent of Schools

Date: May 3, 2016

A Student Recognition will be held on **Monday, May 9, 2016**, at **6:15 p.m.** in the Community Room at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, May 9, 2016** 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. Approve Agenda
5. Consent Agenda
 - a) Approval of Minutes
 - b) Payment of Invoices
 - c) Correspondence
 - d) Acceptance of Gifts (read resolution)
 - e) Approve Field Trips
 - f) Human Resources Items

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 for Public Forum.

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 who wish 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. 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 contact 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. Recognize Student Liaisons to the School Board
2. Report on Student Spring Trips
 - a. French Students to Meaux, France
 - b. Week Without Walls to Costa Rica
3. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. Policy 506, Discipline
 - b. Policy 601, School District Curriculum and Instruction Goals

E. OPERATIONAL ITEMS

1. Action on Accepting the E3 Grants from the White Bear Lake Area Educational Foundation
2. Action on Accepting Grant from Construction Careers Foundation (CCF) for Welding Equipment
3. Action on Probationary Teacher Non-Renewals
4. Action on Nutrition Services Prime Vendor
5. Action on Bids for South Campus Stadium Press Box
6. Action on School Board Policies:
 - a. Policy 522, Student Sex Nondiscrimination
 - b. Policy 523, Policies Incorporated by Reference
 - c. Policy 602, Organization of School Calendar and School Day
 - d. Policy 609, Religion
7. Action on Proposed Paraprofessional Bargaining Agreement for 2015-17

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **May 9, 2016**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

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:

BE IT RESOLVED by the School Board of Independent School District No. 624 that Consent Agenda items, A-5a through A-5f, be approved as written, and a copy of the agenda items is attached to the minutes.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **May 9, 2016**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Ellen Fahey, 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, April 11, 2016** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Newberg, Wilson, Chapman, Fahey, Kimball, Mullin, Newmaster (7:01)
Ex-Officio: Michael Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Kazmierczak, Wehrkamp,
Student School Board Representative: Renner
3. Pledge of Allegiance
4. Wilson moved and Kimball seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Chapman moved and Kimball seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of March 14, 2016 and work-study session of March 28, 2016;
 - 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;
 - Approval of field trips;
 - Passage of resolution to approve personnel issues to include:
 - **Non-Licensed Resignation/Termination**
Kara Hayne – Cook, Central Middle School
Employed by District 624 since 01/04/2016
Effective Date: 04/07/2016
Stacy Hunt – Cook, Birch Lake Elementary
Employed by District 624 since 09/23/2013
Effective Date: 03/18/2016
Juanita McCormick – Tier 1 Support Technician
Employed by District 624 since 12/18/2000
Effective Date: 06/01/2016
Renee Semonick – Paraprofessional, Birch Lake Elementary
Employed by District 624 since 09/19/2014
Effective Date: 03/11/2016
Peter Willcoxon Jr. – Technology Support
Employed by District 624 since 05/03/1999
Effective Date: 06/01/2016
 - **Non-Licensed Retirement**
Sandra Gese – Administrative Assistant – Building Operations
Employed by District 624 since 08/31/1987
Effective Date: 05/31/2016
 - **Licensed Resignation/Termination**
Janice Darling – School Nurse, T.E.C. & Central Middle School
Employed by District 624 since 09/22/2008
Effective Date: 03/30/2016
Kimberly Simshauser – Special Services Teacher, Vadnais Heights Elementary
Employed by District 624 since 08/23/2007
Effective Date: 06/10/2016

Thomas White – Social Worker, North/South Campus – High School
Employed by District 624 since 09/02/2010
Effective Date: 06/10/2016

➤ **Licensed Request For Leave Of Absence**

Melanie Mcpherson – 1.0 FTE Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/24/2015
Effective Date: March 1, 2016 through April 12, 2016

➤ **Change In Licensed Employment - Long Term Substitute**

Amy Goertzen – Grade 1 Teacher, Lakeaires Elementary
BA, Step 2 \$41,193.00

Effective Date: August 31, 2015 – June 10, 2016

Clare Kazmierczak – .5 FTE EL Teacher, Willow Lane Elementary
MA, Step 10 \$11,216.76 (\$61,732 pro-rated)

Effective Date: February 29, 2016 – June 10, 2016

Kim Nguyen – .7 Math Teacher, High School – South Campus
MA, Step 5 \$9,262.06 (\$50,830.00 pro-rated)

Effective Date: January 25, 2016 – April 7, 2016

➤ **New Personnel - Non-Licensed Employment**

Stacy Hunt - Paraprofessional – Central Middle School
\$17.30 / hr., 6.5 hrs. / 52 days \$5,847.40

Effective Date: 03/28/2016

David Nelson – Paraprofessional – Birch Lake Elementary
\$17.30 / hr., 6.5 hrs. / 52 days \$5,847.40

Effective Date: 03/28/2016

Maxine Reynertson – Program Assistant Leader, Lakeaires & Matoska
Elementary

\$13.44 / hr., 5.75 hrs., / 65 days \$3,756.48

Effective Date: 04/01/2016

***Roll call vote: ayes: Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball, Mullin;
nays none. Motion carried.***

- B. PUBLIC FORUM** - Connie Stirling, an elementary media specialist and chair of the elementary media department. She provided information on the new role of elementary media specialists as of April 2015 in response to the proposed technology reorganization presented at the work study session on Monday, March 28, 2016. Media specialists no longer teach media classes during classroom teacher prep time, but now collaborate with classroom teachers in technology and literacy instruction. The elementary library media program is part of the district technology program.

C. INFORMATION ITEMS

1. Update on District Recycling Initiatives

Dan Roeser and WBLAHS student Allyson Disera showcased some of the changes and told us how they are being implemented in our district. The recycling goals for 2015-2016 are switch to reusable lunch trays in cafeterias, improve and expand the food to hogs program and begin milk carton recycling in all schools, improve containerization in all buildings, and plan for seasonal school cleanouts. The complete presentation is on the district's website.

2. Update on Water Conversation Initiatives

Principals Chris Streiff and Tim Wald, Project Coordinator of Race 2 Reduce programs at H2O for Life Sarah Alexander, and Otter Lake 5th grade teacher Kim Rasch shared updates regarding our water conservation education efforts taking place throughout the district.

WBLAS teachers have developed curriculum aligned to the Minnesota Standards that engages students in building community awareness and action regarding water conservation. Some of the work of our teachers will be used statewide and promoted by Governor Dayton during the week of April 18-22.

3. Superintendent's Report

- Before this evening's meeting students who represented the district in state or national level contests in Moody Mega Math Challenge, wrestling, Unified basketball, 3X3 basketball, and girls basketball were recognized.
- The 2016 Teacher of the Year will be named on April 21 at the South Campus Auditorium. There are six finalists.
- The middle school musical, Shrek Jr., will be performed at the Community Auditorium on April 21, 22, and 23. Tickets are seven dollars.
- A Community Baby Shower will be held at Normandy Park Education Center at 9:30 a.m. on Wednesday, April 27. Community members who have new babies, birth to six months old, are invited.
- White Bear Lake Area School students have met with legislators at legislative breakfasts, metro-wide meetings, and local lunches. Later this week a group of Superintendent Student Advisory Council members in grades 8-12 will tour the Capitol, meet with legislators, and observe committee meetings. Additional information is on the district website.

Student School Board Representative Kyra Renner reported on the success of the Girl's Varsity Basketball team with 4th place in the State Tournament. The Boy's Track Team took 4th place at a meet in Mankato. This week is Coin Wars fundraising at South Campus with the Mr. Bear Pageant as the main event. Money raised will go to the Angel Fund and H2O for Life. North Campus bands will be travelling to Chicago and South Campus Bands will be flying to New York. The Excellence Event for the top 10% of the senior class will be held on April 27. Also on April 27 is the Mock Crash event. Prom is on May 7th with the opportunity to participate in a Grand March at Serenity Senior Center before the Grand March at South Campus at 4:30 p.m.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. Policy 522, Student Sex Nondiscrimination
 - b. Policy 523, Policies Incorporated by Reference
 - c. Policy 602, Organization of School Calendar and School Day
 - d. Policy 609, Religion

The policies listed above were discussed and will be on the May 9, 2016 School Board agenda for action.

E. OPERATIONAL ITEMS

1. Chapman moved and Newmaster seconded to accept the bid for the North Campus ceiling and lighting replacement project submitted by CFK Construction in the amount of \$402,000.
Roll call vote: ayes: Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays: Mullin. Motion carried.

2. Wilson moved and Kimball seconded to award contracts to Twin City Transportation and Treasured Transportation for student transportation services in Type III vehicles for two years commencing August 1, 2016 and ending July 31, 2018, with an option to extend for an additional two one-year contracts, consistent with Minnesota Statutes 2015, Section 123B.52, Subds. 1 and 3, and direct the District Administration to complete the formal contracts and present them for approval at the May 9, 2016 School Board meeting.

Roll call vote: ayes: Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball, Mullin; nays none. Motion carried.

3. Chapman moved and Wilson seconded to approve the following School Board Policies:
 - a. 101, Legal Status of the School District
 - b. 101.1, Name of School District
 - c. 102, Equal Educational Opportunity
 - d. 103, Complaints - Student, Employees, Parents

as recommended by the Policy Committee and Cabinet.

Roll call vote: ayes: Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball, Mullin; nays none. Motion carried.

F. BOARD FORUM

Newberg reported that the annual Excellence Event will be held on April 27th at 7:00 p.m. at Jimmy's Conference Center. On April 18th there will be two screenings and discussion of the movie, Paper Tigers, at District 916 Capitol View Center Auditorium. The first screening 3:00 - 5:30 p.m. and the second 6:00 - 8:30 p.m. Further information is on the 916 District website. Mullin reported on his attendance at the National School Boards Association conference. Chapman reported on the Orchestra registration and information evening at Otter Lake Elementary. Newmaster reported on the Sunrise Park Community dinner and talent show. Kimball wished good luck to the six Teacher of the Year finalists and thanked Sandy Gese, administrative assistant, for her years of service. He congratulated all who participated in Lincoln Elementary's performance of the Wizard of Oz.

- G. ADJOURNMENT** - Wilson moved and Newberg seconded to adjourn the meeting at 8:32 p.m.
Voice vote: all ayes. Motion carried.

Submitted by: Ellen Fahey, 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, April 25, 2016** 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 : Chapman, Fahey, Kimball, Mullin (5:31 p.m.), Newberg, Newmaster, Wilson
 - Student Representative: Renner, Schulz
 - Ex-officio: Lovett
 - Cabinet: Daniels, Garrison, Kazmierczak, Paul, Vette, Wehrkamp

B. DISCUSSION ITEMS

1. Update on American Indian Parent Advisory Committee
Mike Huerth (Negonigeshick), Andrew Adams III, Chairperson of the Indian Education Parent Committee, and Kristine Wehrkamp, Director of Community Services and Recreation, provided an update on the Indian Parent Advisory Committee formed in January 2016. The committee and their families presented the Resolution of Concurrence that the district's programs meet American Indian student needs. It was noted that areas of focus are the gap in the 3rd grade reading level and graduation rate for American Indian students. Board and cabinet members were each given a gift prepared by the children of a medicine pouch with the four sacred medicines traditionally used by the Ojibwe people.
2. Presentation from Student Representatives on School Start Times
Student Representatives, Kyra Renner and Hannah Schulz, worked on a project to get feedback from 8th to 12th grade students at Central, Sunrise, North, and South on school start times. They put together a Google form and received 1,298 responses. Kyra held discussions with High School and Middle School Superintendent Student Advisory Groups. Kyra and Hannah met with Activities Director, Mr. Hermann, and Head of Transportation, Mr. Turitto, to discuss how school times affect after school sports and activities, and busing. They presented their findings to the board. The complete presentation is on the district's website.

3. Overview of EMIID (Equity Alliance MN) Partnership
Dr. Jean Lubke, Executive Director of EMID now doing business as Equity Alliance MN, provided an overview of their work and explained the renaming process. White Bear Lake Area Schools is one of the ten districts in this collaborative. The complete presentation is on the district's website.
4. Update on School Board/Superintendent Goals
 - a. Update on District Equity Initiative 6-12 AVID (Advancement Via Individual Determination) Programming. - Sara Paul, Assistant Superintendent for Teaching and Learning, Karin Swainey, District Director of AVID, James Barnett, Achievement and Integration Coordinator, principals Don Bosch, Christina Pierre, Noel Schmidt, and Tim Wald, and three AVID students presented an update on the AVID program a college and career readiness strategy. Student participation in AVID has increased from 115 students in 2014-2015 to 166 students in 2015-2016. The complete presentation is on the district's website.
 - b. Update on New Technology Staffing Model - Mark Garrison, Director of Technology and Innovation, Wayne Kazmierczak, Assistant Superintendent for Finance and Operations, Steve Asper, principal John Leininger, and Digital Learning Specialist Cassie Knutson, presented an update on the progress of the new Technology Staffing Model first presented at the March 28 2016 work study session. The proposed change is to increase the Tier I Field Technician positions by two from five positions to seven positions allowing the deployment of Tier I field technicians over seven areas rather than five. There was no change to the proposed Digital Learning Specialist positions of four nor the Tier II Field Technician positions of four. The rationale for these changes and a Question and Answer document is included in the April 25 2016 work study board packet.
 - c. Update on Model for Elementary Literacy Coaches - Wayne Kazmierczak, Assistant Superintendent of Finance and Operations, Sara Paul, Assistant Superintendent for Teaching and Learning, Ann Malwitz, elementary principals, Teresa Dahlem, Dan Schmidt, and Tim Schochenmaier, and elementary curriculum leaders provided a progress update on the Model for Elementary Literacy Coaches. State literacy aid revenue will be used to fund 4.5 elementary literacy coaching positions beginning in the 2016-2017 school year. The complete presentation is on the district's website.

RECESS - Chair Newberg called the meeting into recess at 8:28 p.m.

3. Negotiations Study Session - Chair Newberg reconvened the meeting at 8:34 p.m. This portion of the meeting was closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25. Board members present: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson
Administrators present: Lovett and Kazmierczak
Mick Waldspurger, attorney

C. ADJOURNMENT - Newberg adjourned the closed session at 9:06 p.m.

Submitted by: Ellen Fahey, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Action Item**

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

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 - April

	4/15/2016	4/19/2016	4/29/2016
Direct Deposit 441495-442905	1,638,051.70		
U.S. Treasury (FICA, Medicare, withholding)	634,092.30		
MN State Income Tax	97,899.28		
PERA	98,906.51		
TRA	302,270.72		
White Bear Lake Teacher's Association	37,482.46		
Empower	4,340.66		
American Funds	78,064.68		
AIG	6,622.48		
ESI	24,814.06		
AXA	34,072.90		
State of MN Levies	2,374.27		
State of MN - Unemployment Insurance		6,433.40	
Direct Deposit 442906-444340			1,658,267.86
U.S. Treasury (FICA, Medicare, withholding)			638,117.90
MN State Income Tax			98,299.03
PERA			101,942.57
TRA			301,789.56
White Bear Lake Teacher's Association			37,728.05
Empower			4,490.66
American Funds			77,847.64
AIG			6,622.48
ESI			24,700.78
AXA			33,846.65
State of MN Levies			2271.57

Check Nbr	Vendor Name	Check Date	Check Amount
151600900	ACCIARI, NICOLE E	04/12/2016	183.34
151600901	ANDERSON, JON C	04/12/2016	1,620.86
151600902	ANDERSON, MELISSA KAY	04/12/2016	68.31
151600903	BARKLEY, DANIELLE M	04/12/2016	379.68
151600904	BOWERMASTER, TRACI G	04/12/2016	150.00
151600905	BREMER, JACLYN ANN	04/12/2016	95.99
151600906	BRIES, ALLISON N	04/12/2016	145.00
151600907	BURMEISTER, JANE M	04/12/2016	77.76
151600908	CASE, ABIGAIL H	04/12/2016	107.35
151600909	CHAKOLIS, RICHARD A	04/12/2016	163.82
151600910	CHRISTENSEN, JOSEPH C	04/12/2016	45.46
151600911	COE, MEGAN N	04/12/2016	24.98
151600912	DYMIT, MARIE S	04/12/2016	87.48
151600913	ENGSTRAN, PAUL A	04/12/2016	40.00
151600914	GALLATIN, EMILY K	04/12/2016	92.97
151600915	GARCIA ANDERSON, ODELIS M	04/12/2016	335.63
151600916	GEDNALSKE, KIRK M	04/12/2016	200.00
151600917	GRANT, SHANNON	04/12/2016	97.36
151600918	GRAY, DAVID	04/12/2016	144.16
151600919	GRITZMACHER, SHAWN W	04/12/2016	256.50
151600920	GROSSMAN, THOMAS C	04/12/2016	70.00
151600921	HAMMEKEN, GRACIELA E	04/12/2016	1,479.44
151600922	HARRIMAN, GRETCHEN E	04/12/2016	1,499.73
151600923	HAWKINSON, STEVEN A	04/12/2016	275.96
151600924	HELTNER, ERIKA L	04/12/2016	498.00
151600925	HOLMAN, DUSTIN D	04/12/2016	45.36
151600926	IVEY, JEFFREY D	04/12/2016	155.42
151600927	JOHNSON, SADIE R	04/12/2016	88.63
151600928	KENTFIELD, KELLY S	04/12/2016	200.22
151600929	KISSNER, TABBITHA ANN	04/12/2016	135.07
151600930	KNUTSON, KELLY D	04/12/2016	37.45
151600931	LARSON, KAREN L	04/12/2016	95.52
151600932	LORENZ, JODI M	04/12/2016	10.00
151600933	MCCORMICK, REBEKKA ANNE	04/12/2016	61.42
151600934	MCGLOTHLIN, MATTHEW D	04/12/2016	39.72
151600935	MCPHERSON, KIRSTEN M	04/12/2016	63.90
151600936	MELQUIST, NANCY J	04/12/2016	329.25
151600937	MOWERY, TRACY L	04/12/2016	621.64
151600938	MUSTAR, ELISABETH J	04/12/2016	229.50
151600939	NADEAU, MARGARET M	04/12/2016	325.00
151600940	NAKAGAKI, BENJAMIN P	04/12/2016	183.42
151600941	NASVIK, CRAIG S	04/12/2016	1,083.44
151600942	NELSON, ANNA Z	04/12/2016	30.00
151600943	PAULSON, THOMAS M	04/12/2016	1,657.00
151600944	POKORNY, MARY J	04/12/2016	285.08
151600945	QUAAS, BETH A	04/12/2016	53.75
151600946	RATLIFF, GERALD	04/12/2016	77.22
151600947	ROCKFORD, JEREMY W	04/12/2016	245.24
151600948	ROESER, DANIEL WILLIAM	04/12/2016	655.52
151600949	RUSTAND, AMBER J	04/12/2016	70.00

Check Nbr	Vendor Name	Check Date	Check Amount
151600950	SAMPOANG, DESSERAY R	04/12/2016	467.15
151600951	SATHER, MICHELE T	04/12/2016	180.00
151600952	SCHERBER, KRISTINA L	04/12/2016	43.77
151600953	STARUCK, DONNA M	04/12/2016	261.42
151600954	STEIG, HANNAH M	04/12/2016	43.74
151600955	STUEMKE, CHARLES R	04/12/2016	112.50
151600956	TROSKE, CARRIE L	04/12/2016	254.40
151600957	VAIL, ANNE B	04/12/2016	369.95
151600958	WANLESS, TAMELA K	04/12/2016	156.89
151600959	WATTERS, LAURA J	04/12/2016	297.78
151600960	WEHRKAMP, KRISTINE J	04/12/2016	203.00
151600961	WILLCOXON SR, PETER	04/12/2016	634.80
151600962	XU, HUI	04/12/2016	60.33
63	ACH	Check(s) For a Total of	18,004.28

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	63	ACH	Checks For a Total of	18,004.28
	0	Computer	Checks For a Total of	0.00
Total For	65	Manual, Wire Tran, ACH & Computer Checks		18,004.28
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		18,004.28

Check Nbr	Vendor Name	Check Date	Check Amount
69628	GROUP TRAVEL PLANNERS	04/12/2016	3,637.00
69629	GROUP TRAVEL PLANNERS	04/12/2016	436.00
69630	HOME DEPOT CREDIT SERVICES	04/12/2016	157.02
69631	ORANGE SLICE TRAINING LLC	04/12/2016	2,000.00
69632	SAM'S CLUB/SYNCHRONY BANK	04/12/2016	73.36
69633	SAM'S CLUB/SYNCHRONY BANK	04/12/2016	1,924.95
69634	SAM'S CLUB/SYNCHRONY BANK	04/12/2016	225.92
69635	SAM'S CLUB/SYNCHRONY BANK	04/12/2016	1,892.68
8	Computer	Check(s) For a Total of	10,346.93

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
8	Computer	Checks For a Total of	10,346.93
Total For 8	Manual, Wire Tran, ACH &	Computer Checks	10,346.93
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	10,346.93

Check Nbr	Vendor Name	Check Date	Check Amount
69636	4 ACE PRODUCTIONS	04/14/2016	100.00
69637	A-1 HYDRAULIC SALES & SERVICE	04/14/2016	22.13
69638	AARP DRIVER SAFETY PROGRAM	04/14/2016	365.00
69639	ABBOTT PAINT & CARPET INC	04/14/2016	425.36
69640	ACADEMIC THERAPY PUBLICATIONS	04/14/2016	132.00
69641	AGROPUR INC	04/14/2016	15,686.93
69642	AMAZON	04/14/2016	261.93
69643	AMAZON	04/14/2016	79.60
69644	AMAZON	04/14/2016	119.60
69645	AMAZON	04/14/2016	677.33
69646	AMERICAN MESSAGING	04/14/2016	60.82
69647	AMERICAN TIME & SIGNAL CO	04/14/2016	653.73
69648	AMERICAN UNITED LIFE	04/14/2016	71,761.36
69649	AMERICAN UNITED LIFE	04/14/2016	9,000.00
69650	AMERIPRISE FINANCIAL SERVICES	04/14/2016	12,088.87
69651	AMERIPRISE SERVICES	04/14/2016	837.18
69652	APPLE COMPUTER INC	04/14/2016	2,928.00
69653	APPLIED ENVIRONMENTAL SCI INC	04/14/2016	21,105.50
69654	ARENA SERVICES AND PRODUCTS LL	04/14/2016	595.00
69655	ARMSTRONG MEDICAL	04/14/2016	1,475.59
69656	ASL INTERPRETING SERVICES	04/14/2016	1,080.00
69657	ASTLEFORD INTERNATIONAL TRUCKS	04/14/2016	10.00
69658	AUGSBURG COLLEGE	04/14/2016	725.00
69659	AWARDS USA	04/14/2016	450.00
69660	B & H PHOTO-VIDEO	04/14/2016	2,589.83
69661	BARNES & NOBLE	04/14/2016	379.00
69662	BATTERIES PLUS BULBS	04/14/2016	363.20
69663	BEAR PATCH QUILTING CO	04/14/2016	165.43
69664	BEARTOWN AUTO BODY INC	04/14/2016	1,205.10
69665	BERRY BLENDZ - EDEN PRAIRIE	04/14/2016	802.50
69666	BEST BUY BUSINESS ADVANTAGE AC	04/14/2016	499.98
69667	BEST WESTERN BEMIDJI	04/14/2016	2,073.28
69668	BUSINESS IMPACT GROUP	04/14/2016	668.27
69669	BLICK ART MATERIALS	04/14/2016	783.54
69670	BLUE BELL ENTERPRISES INC	04/14/2016	6,949.14
69671	BLUE TARP FINANCIAL INC	04/14/2016	41.75
69672	BLUETRACK INC	04/14/2016	569.82
69673	BOYER TRUCKS	04/14/2016	223.98
69674	BRAUN INTERTEC CORPORATION	04/14/2016	4,000.00
69675	BSN SPORTS	04/14/2016	4,390.41
69676	THE BUG COMPANY	04/14/2016	16.00
69677	CARLETON COLLEGE	04/14/2016	750.00
69678	CATALYST SOURCING SOLUTIONS	04/14/2016	179.00
69679	CDW GOVERNMENT INC	04/14/2016	3,026.89
69680	CHOUINARD, WILLIAM	04/14/2016	200.00
69681	CINTAS CORP #470	04/14/2016	399.55
69682	CLEAN IMAGE	04/14/2016	429.50
69683	COBORNS DELIVERS	04/14/2016	63.18
69684	COCA-COLA BOTTLING MIDWEST CO	04/14/2016	1,152.00
69685	COLLEGE POSSIBLE	04/14/2016	114.63

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69686	COMCAST	04/14/2016	5.26
69687	COMMERICAL KITCHEN SERVICES	04/14/2016	160.36
69688	CONNEY SAFETY	04/14/2016	128.76
69689	CONTINENTAL CLAY CO	04/14/2016	48.47
69690	CONTINENTAL RESEARCH CORP	04/14/2016	1,381.07
69691	CATHOLIC SCHOOLS CENTER OF	04/14/2016	2,800.00
69692	CUB FOODS OF WHITE BEAR TWSHP	04/14/2016	107.79
69693	CULLIGAN BOTTLED WATER	04/14/2016	26.00
69694	D ERVASTI SALES CO LLC	04/14/2016	743.68
69695	DALCO CORPORATION	04/14/2016	17,944.39
69696	DECKER INC	04/14/2016	38.75
69697	DEGARDNER, RICK	04/14/2016	175.00
69698	DEJARLAIS, MARILYN	04/14/2016	20.82
69699	DEMCO INC	04/14/2016	256.74
69700	DESIGNER SIGN SYSTEMS INC	04/14/2016	227.94
69701	DIAMOND VOGEL	04/14/2016	336.52
69702	DIDAX	04/14/2016	748.50
69703	Vendor Continued Check	04/14/2016	0.00
69704	DISCOUNT SCHOOL SUPPLY	04/14/2016	968.96
69705	DISCOUNT MAGAZINE SUBSC SERV I	04/14/2016	381.71
69706	DIVERSIFIED SNACK DISTRIBUTION	04/14/2016	2,493.92
69707	DOMEIER, MARILYN	04/14/2016	16.15
69708	DOMINOS PIZZA	04/14/2016	1,019.77
69709	DOUBLE ROBOTICS	04/14/2016	2,941.16
69710	DOUGS POWER EQUIPMENT	04/14/2016	117.65
69711	DRAMATIC PUBLISHING CO	04/14/2016	225.00
69712	DEFINITIVE TECHNOLOGY SOLUTION	04/14/2016	1,239.58
69713	EAGAN HIGH SCHOOL	04/14/2016	194.00
69714	EARL F ANDERSEN INC	04/14/2016	222.60
69715	EAST METRO INTEGRATION DIST 60	04/14/2016	60.00
69716	ED'S TROPHIES INC	04/14/2016	188.00
69717	EDEN PRAIRIE HIGH SCHOOL	04/14/2016	225.00
69718	EGAN	04/14/2016	1,510.00
69719	EHLERS	04/14/2016	3,800.00
69720	ELECTRONIC DESIGN CO	04/14/2016	1,468.82
69721	ELLIOTT, MIKE	04/14/2016	1,260.00
69722	EVERGREEN PRESS	04/14/2016	14,142.40
69723	EXTENDED DAY	04/14/2016	690.00
69724	FAIRVIEW	04/14/2016	7,333.33
69725	FASTENAL COMPANY	04/14/2016	419.52
69726	FESTIVAL FOODS-KNOWLAN'S	04/14/2016	3.33
69727	FIRST STUDENT INC	04/14/2016	9,175.96
69728	FOLLETT EDUCATIONAL SERVICES	04/14/2016	131.49
69729	FRASSATI CATHOLIC ACADEMY	04/14/2016	487.88
69730	FRATTALONES HARDWARE STORES	04/14/2016	1,084.14
69731	FREDERICKSON, KYLE	04/14/2016	1,650.00
69732	FREE SPIRIT PUBLISHING CO	04/14/2016	59.98
69733	FREE THE CHILDREN	04/14/2016	485.60
69734	GALLAGHERS NORTHWESTERN TIRE C	04/14/2016	338.00
69735	GARDEN & ASSOCIATES INC	04/14/2016	70.00

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69736	GARVEY, PATRICIA	04/14/2016	14.87
69737	GEMPLERS	04/14/2016	765.90
69738	GERTENS	04/14/2016	586.10
69739	GILLETTE FOUNDATION	04/14/2016	215.08
69740	GMS INDUSTRIAL SUPPLIES INC	04/14/2016	333.83
69741	GOEKE MEMORIAL	04/14/2016	450.00
69742	GOPHER BEARING CO	04/14/2016	272.21
69743	GOPHER	04/14/2016	969.44
69744	GOPHER PLUMBING SUPPLY	04/14/2016	1.81
69745	GOPHERMODS EDUC LLC	04/14/2016	80.00
69746	GRAFFIC TRAFFIC LLC	04/14/2016	1,680.00
69747	Vendor Continued Check	04/14/2016	0.00
69748	GRAINGER	04/14/2016	1,741.14
69749	GRANDMA'S BAKERY INC	04/14/2016	78.63
69750	GRAPHIC EDGE	04/14/2016	222.82
69751	GRAY, DAVID	04/14/2016	123.43
69752	GREAT AMER OPPORTUNITIES INC	04/14/2016	4,284.00
69753	GREAT LAKES HIGHER EDUC	04/14/2016	111.07
69754	Vendor Continued Check	04/14/2016	0.00
69755	Vendor Continued Check	04/14/2016	0.00
69756	GREATAMERICA FINANCIAL SERVICE	04/14/2016	14,408.47
69757	GREATER TWIN CITIES UNITED WAY	04/14/2016	202.50
69758	GROTH MUSIC CO	04/14/2016	436.31
69759	GURSTEL CHARGO ATTORNEYS AT LA	04/14/2016	254.00
69760	H2O FOR LIFE	04/14/2016	500.00
69761	HALLBERG ENGINEERING INC	04/14/2016	20,793.00
69762	HAMBURGER, JULIA JANE	04/14/2016	150.00
69763	HANSON, DARLENE	04/14/2016	16.15
69764	HANSON, DONNA	04/14/2016	47.60
69765	HANSON, PAUL	04/14/2016	206.00
69766	HENNEPIN THEATRE TRUST	04/14/2016	1,350.00
69767	HERITAGE FOOD SERVICE GROUP	04/14/2016	273.86
69768	HISDAHL INC	04/14/2016	1,418.00
69769	HODGE PRODUCTS INC	04/14/2016	424.80
69770	HOGLUND BUS AND TRUCK CO	04/14/2016	8,775.96
69771	HOUSE OF PRINT	04/14/2016	10,452.30
69772	HUERTH, MICHAEL	04/14/2016	1,285.20
69773	IDENTITYSTORES	04/14/2016	33.00
69774	Vendor Continued Check	04/14/2016	0.00
69775	Vendor Continued Check	04/14/2016	0.00
69776	Vendor Continued Check	04/14/2016	0.00
69777	Vendor Continued Check	04/14/2016	0.00
69778	Vendor Continued Check	04/14/2016	0.00
69779	IFD	04/14/2016	127,111.23
69780	INNOVATIVE OFFICE SOLUTIONS	04/14/2016	16,438.30
69781	INSTRUMENTALIST AWARDS	04/14/2016	279.00
69782	INTEGRA TELECOM	04/14/2016	319.02
69783	INTEGRA	04/14/2016	3,173.72
69784	IUOE LOCAL 70	04/14/2016	2,292.86
69785	J & R SCHOOL SUPPLIES	04/14/2016	359.80

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69786	JANUSZEWSKI, MATHEW	04/14/2016	500.00
69787	JAYTECH INC	04/14/2016	750.00
69788	JC ENVIRONMENTAL & DEMOLITION	04/14/2016	500.00
69789	JL TAITT & ASSOC	04/14/2016	2,880.00
69790	JOHNSON, JUDITH ANN	04/14/2016	282.50
69791	JOHNSON CONTROLS INC	04/14/2016	362.00
69792	JW PEPPER & SON INC	04/14/2016	205.93
69793	KARLSBURGER FOODS INC	04/14/2016	354.15
69794	KIMBALL MIDWEST	04/14/2016	696.74
69795	KITTELSON MARKETING CO INC	04/14/2016	882.00
69796	KO KO KANGA ROO	04/14/2016	1,000.00
69797	Vendor Continued Check	04/14/2016	0.00
69798	KRAFT CONTRACTING & MECHANICAL	04/14/2016	4,711.75
69799	LAKE COUNTRY BOOKSELLERS	04/14/2016	1,652.29
69800	LANDS BEST FOODS	04/14/2016	1,619.70
69801	LANGUAGE LINE SERVICES	04/14/2016	51.75
69802	LAWSON PRODUCTS INC	04/14/2016	664.72
69803	LETTERTECH INC	04/14/2016	416.60
69804	LEVASSEUR, MARY	04/14/2016	28.90
69805	LIBERTY CLASSICAL ACADEMY	04/14/2016	3,732.50
69806	LIBRARIANS BOOK EXPRESS LLC	04/14/2016	672.99
69807	LIFETIME	04/14/2016	110.00
69808	LOFFLER	04/14/2016	418.00
69809	LUFT, MAGGIE	04/14/2016	1.49
69810	LUTHERAN SOCIAL SERVICE/FGP	04/14/2016	300.00
69811	MAILFINANCE INC	04/14/2016	449.61
69812	MARCO, INC	04/14/2016	329.37
69813	MARKETFEST	04/14/2016	420.00
69814	MASH ANNICK FUNDRAISING	04/14/2016	385.57
69815	MCDONOUGH'S WATERJETTING AND	04/14/2016	126.76
69816	MCKINNEY, KAREN	04/14/2016	500.00
69817	MESSERLI & KRAMER PA	04/14/2016	302.00
69818	METRO ECSU	04/14/2016	250.00
69819	METRO MEALS ON WHEELS INC	04/14/2016	505.00
69820	METROPOLITAN LIFE	04/14/2016	2,408.56
69821	MID CITY SERVICES - INDUSTRIAL	04/14/2016	1,658.83
69822	MILLIGAN, THERESA J	04/14/2016	40.50
69823	MINVALCO INC	04/14/2016	391.41
69824	MIXED BLOOD THEATRE	04/14/2016	2,028.00
69825	MN DEPT OF LABOR & INDUSTRY	04/14/2016	400.00
69826	MN EDUCATION JOB FAIR	04/14/2016	350.00
69827	MN ELEVATOR INC	04/14/2016	307.75
69828	MN HISTORICAL SOCIETY	04/14/2016	285.00
69829	MN MOBILE TELEPHONE CO INC	04/14/2016	99.00
69830	MN PREMIER PUBLICATIONS	04/14/2016	1,962.00
69831	MODERN FENCE & CONST INC	04/14/2016	3,624.48
69832	MORGAN, LAURA	04/14/2016	20.00
69833	MN SCHOOL COUNSELORS ASSOC	04/14/2016	200.00
69834	MVP FUNDRAISING CARDS	04/14/2016	5,600.00
69835	MYSTERY SCIENCE INC	04/14/2016	499.00

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69836	NAC MECHANICAL & ELECTRICAL SE	04/14/2016	24,874.89
69837	Vendor Continued Check	04/14/2016	0.00
69838	NARDINI FIRE EQUIPMENT CO INC	04/14/2016	1,327.80
69839	NASCO	04/14/2016	299.25
69840	NATL RECREATION & PARK ASSOC	04/14/2016	165.00
69841	NATL SCHOLASTIC PRESS ASSOC	04/14/2016	189.00
69842	NCS PEARSON INC	04/14/2016	155.00
69843	NDERE DANCE TROUPE	04/14/2016	900.00
69844	NELSON, DON	04/14/2016	150.00
69845	NORTH CENTRAL TRUCK EQUIPMENT	04/14/2016	5,288.08
69846	NORTH MEMORIAL OCCUPATIONAL ME	04/14/2016	234.00
69847	NORTH STAR BANK	04/14/2016	7,585.00
69848	NORTH SUBURBAN TOWING	04/14/2016	250.00
69849	NORTHERN STAR COUNCIL, BSA	04/14/2016	384.00
69850	NORTHSTAR LACROSSE CO	04/14/2016	4,896.16
69851	NTE	04/14/2016	585.00
69852	O'NEIL, LOIS	04/14/2016	41.61
69853	O'REILLY AUTOMOTIVE INC	04/14/2016	1,314.18
69854	OCONNOR, JILL	04/14/2016	74.35
69855	OFFICE DEPOT	04/14/2016	59.52
69856	ON SITE SANITATION INC	04/14/2016	656.00
69857	ORDWAY CENTER FOR PERFORMING	04/14/2016	910.00
69858	ORIENTAL TRADING CO INC	04/14/2016	35.97
69859	OXYGEN SERVICE CO INC	04/14/2016	9.61
69860	PAPERDIRECT INC	04/14/2016	104.94
69861	PARTS NOW ! LLC	04/14/2016	111.00
69862	PAUL THE PLUMBER INC	04/14/2016	132.00
69863	PAULSON, THOMAS M	04/14/2016	1,387.08
69864	PETERSON BROS ROOFING & CONST	04/14/2016	561.25
69865	PHAN, PUNNIN	04/14/2016	5.00
69866	PICTURE THAT!	04/14/2016	174.00
69867	PIONEER	04/14/2016	139.80
69868	PIONEER RIM & WHEEL CO	04/14/2016	226.02
69869	PITNEY BOWES INC	04/14/2016	81.25
69870	PLANK ROAD PUBLISHING INC	04/14/2016	26.40
69871	POSITIVE COACHING ALLIANCE	04/14/2016	800.00
69872	POTTHOFF, MARIE	04/14/2016	80.00
69873	PROFESSIONAL BINDING PROD INC	04/14/2016	418.20
69874	QUALITY PRODUCTS INC	04/14/2016	97.33
69875	R & R SPECIALTIES INC	04/14/2016	34.50
69876	RAMSEY COUNTY PARKS/REC DEPT	04/14/2016	504.00
69877	RAUSCH, STURM, ISRAEL,	04/14/2016	81.00
69878	REBYL SPORTS INC	04/14/2016	499.00
69879	REGENTS OF THE UNIV OF MN	04/14/2016	18.09
69880	REHBEIN TRANSIT CO INC	04/14/2016	31,950.00
69881	RELIABLE MEDICAL SUPPLY INC	04/14/2016	40.00
69882	ROBERT HALF TECH	04/14/2016	826.50
69883	ROETTGER, DORIS	04/14/2016	12.00
69884	ROOF SPEC INC	04/14/2016	1,400.00
69885	ROSEMOUNT HIGH SCHOOL	04/14/2016	90.00

Check Nbr	Vendor Name	Check Date	Check Amount
69886	SCHAEFER, LARRY	04/14/2016	200.00
69887	SCHMITT MUSIC COMPANY	04/14/2016	121.00
69888	SCHOLASTIC BOOK FAIRS	04/14/2016	699.60
69889	SCHOLASTIC INC	04/14/2016	87.78
69890	SCHOOL CHECK IN	04/14/2016	150.00
69891	SCHOOL SERVICE EMPLOYEES	04/14/2016	5,889.01
69892	SCHOOL SPECIALTY	04/14/2016	589.33
69893	SCHURKE, CHERYL	04/14/2016	380.00
69894	SCSU - PLTW #210441	04/14/2016	1,220.00
69895	SEEVER, GRAY	04/14/2016	690.00
69896	SELB-SACK, MICHELLE	04/14/2016	450.00
69897	SMITH, BARBARA AV	04/14/2016	570.00
69898	SCHOOL NUTRITION ASSOC (SNA)	04/14/2016	529.00
69899	SNAP-ON	04/14/2016	9.95
69900	SOCIETY OF HEALTH & PHYSICAL	04/14/2016	2,645.00
69901	SOUTH ST PAUL STEEL SUPPLY CO	04/14/2016	408.47
69902	STAFSHOLT, ANGELIKAH	04/14/2016	40.80
69903	STAPLES ADVANTAGE	04/14/2016	3,291.93
69904	STATE SUPPLY CO	04/14/2016	30.48
69905	STEWART, ZLIMEN & JUNGERS LTD	04/14/2016	212.00
69906	STILLWATER HIGH SCHOOL	04/14/2016	900.00
69907	STREAMLINE DESIGN INC	04/14/2016	724.85
69908	SUMMIT COMPANIES	04/14/2016	864.70
69909	SUPREME SCHOOL SUPPLY CO	04/14/2016	77.41
69910	SVL SERVICE CORPORATION	04/14/2016	250.36
69911	SYNOVIA	04/14/2016	1,417.50
69912	TA SCHIFSKY & SONS INC	04/14/2016	38.94
69913	TAI CHI FOR WELL-BEING LLC	04/14/2016	280.00
69914	TAMARACK NATURE CENTER	04/14/2016	8,548.15
69915	TEACHER INNOVATIONS INC	04/14/2016	172.80
69916	TECH ADVENTURES LLLP	04/14/2016	276.00
69917	THYSENKRUPP ELEVATOR CORP	04/14/2016	720.04
69918	TIGER OAK PUBLICATIONS	04/14/2016	9,925.00
69919	TRADE PRESS INC	04/14/2016	575.00
69920	T.R.F. SUPPLY CO	04/14/2016	132.00
69921	TRIO SUPPLY COMPANY	04/14/2016	9,327.38
69922	TROJES	04/14/2016	125.50
69923	TROPHY DEPOT INC	04/14/2016	1,036.76
69924	TRUCK UTILITIES MFG CO	04/14/2016	43.74
69925	TRUSTED EMPLOYEES	04/14/2016	1,197.00
69926	TSBL DISTRIBUTING	04/14/2016	162.09
69927	TWIN CITY HARDWARE	04/14/2016	696.66
69928	TWIN CITY JANITOR SUPPLY CO	04/14/2016	443.00
69929	TWIN CITY TRANSPORTATION INC	04/14/2016	102,307.50
69930	U.S. ENERGY SERVICES INC	04/14/2016	703.00
69931	UNIVERSITY OF WI STOUT	04/14/2016	150.00
69932	THE UPS STORE #3299	04/14/2016	378.60
69933	US DEPT OF EDUCATION	04/14/2016	504.44
69934	US GAMES	04/14/2016	124.86
69935	VANGUARD SMALL BUSINESS SERVIC	04/14/2016	29,206.16

Check Nbr	Vendor Name	Check Date	Check Amount
69936	VENBURG TIRE CO	04/14/2016	374.64
69937	VIKING ELECTRIC SUPPLY	04/14/2016	5,131.42
69938	VORT CORPORATION	04/14/2016	275.00
69939	WALLRICH, DEREK PHILIP	04/14/2016	8.00
69940	WHITE BEAR FLORAL SHOP	04/14/2016	74.94
69941	WHITE BEAR GLASS INC	04/14/2016	120.00
69942	WHITE BEAR LAKE (CITY OF)	04/14/2016	3,526.80
69943	WHITE BEAR LAKE CITY	04/14/2016	100.00
69944	WHITE BEAR LAKE CITY	04/14/2016	300.00
69945	WHITE BEAR LAKE EXTENDED DAY	04/14/2016	155.70
69946	WBLA EDUCATIONAL FOUNDATION	04/14/2016	702.00
69947	WERMAGER, MICHELLE	04/14/2016	495.00
69948	WESTERN PSYCHOLOGICAL SERVICES	04/14/2016	246.40
69949	WESTLUND, JILL	04/14/2016	858.00
69950	WILSON, KELLY RAE	04/14/2016	14.00
69951	WIMER, MARY KATHRYN	04/14/2016	300.00
69952	WL HALL COMPANY	04/14/2016	6,196.97
69953	WORLD'S FINEST CHOCOLATE INC	04/14/2016	4,380.00
69954	WYCO/DBA REEDS SALES & SERVICE	04/14/2016	167.06
69955	XEROX FINANCIAL SERVICES	04/14/2016	352.83
69956	YOUTH FRONTIERS	04/14/2016	1,500.00
69957	ZALUCKYJ, ALEX	04/14/2016	6.80
69958	ZONEONE LOCATING	04/14/2016	177.50
323 Computer Check(s) For a Total of			826,269.80

Check Nbr	Vendor Name	Check Date	Check Amount
64081	METRO ECSU	04/14/2016	0.00
64088	MN SCHOOL BOARDS ASSN	04/14/2016	0.00
65613	KEYSTONE INTERPRETING SOLUTION	04/14/2016	0.00
68611	NORTH CENTRAL TRUCK EQUIPMENT	04/14/2016	0.00
4	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
62	WHITE BEAR LAKE EXTENDED DAY	04/14/2016	158.70
1	Void	Check(s) For a Total of	158.70

	4	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
	323	Computer	Checks For a Total of	826,269.80
Total For	327	Manual, Wire Tran, ACH & Computer	Checks	826,269.80
Less	1	Voided	Checks For a Total of	158.70
			Net Amount	826,111.10

Check Nbr	Vendor Name	Check Date	Check Amount
151600963	ADAMS, LINDA J	04/26/2016	904.50
151600964	BECK, SUEANN K	04/26/2016	29.48
151600965	BREMER, JACLYN ANN	04/26/2016	92.81
151600966	BREWER, ROBERT G	04/26/2016	803.43
151600967	BRUSKI, JERRILYN A	04/26/2016	99.99
151600968	COOROUGH, KELLY M	04/26/2016	15.00
151600969	DARR, SHELLEY M	04/26/2016	99.05
151600970	DEEN, DENISE T	04/26/2016	532.44
151600971	DERBY, SARA A	04/26/2016	119.54
151600972	DUNNIGAN, COLLEEN	04/26/2016	363.95
151600973	ELLEFSSEN, JULEE T	04/26/2016	59.40
151600974	FINK, AVIS A	04/26/2016	276.26
151600975	GARCIA ANDERSON, ODELIS M	04/26/2016	131.49
151600976	GRAY, DONALD E	04/26/2016	191.97
151600977	HAGESTUEN, FAITH M	04/26/2016	30.00
151600978	HELD, KATELIN E	04/26/2016	145.00
151600979	HIGGINS, SHEILA J	04/26/2016	195.44
151600980	HOERNEMANN, WENDY S	04/26/2016	325.00
151600981	HOSMER, JESSICA ANN	04/26/2016	38.89
151600982	HYLEN, JENNIFER L	04/26/2016	47.52
151600983	JEBENS-SINGH, TARA L	04/26/2016	396.42
151600984	JOHNSON, ELLY L	04/26/2016	32.49
151600985	JOHNSON, SADIE R	04/26/2016	56.63
151600986	KERBAGE, STEPHANIE A	04/26/2016	35.13
151600987	KNOPS, ROXANNE	04/26/2016	57.08
151600988	KRUEGER, MARGARET A	04/26/2016	54.00
151600989	KUBOW, MONICA A	04/26/2016	38.48
151600990	KUPFERSCHMIDT, ROBERT B	04/26/2016	195.00
151600991	LAFRINIER, JENNIFER A	04/26/2016	22.00
151600992	LAMWERS, LINDSAY M	04/26/2016	116.64
151600993	LATUFF, JENNIFER J	04/26/2016	133.65
151600994	LAU, LAI F	04/26/2016	318.26
151600995	LEIBEL, KARI A	04/26/2016	60.48
151600996	LEICK, LINDA M	04/26/2016	92.22
151600997	LILLIE, KRISTEN	04/26/2016	230.00
151600998	LOWTHER, ARIANA E	04/26/2016	63.00
151600999	MALONE, FRANK	04/26/2016	236.87
151601000	MARSH, KATHERINE M	04/26/2016	130.27
151601001	MATTSON, CARLA RUTH	04/26/2016	147.57
151601002	MCGRAW, TIMOTHY P	04/26/2016	52.15
151601003	MILLER, MOLLY M	04/26/2016	167.67
151601004	MUELLER, JACOB D	04/26/2016	100.00
151601005	MUSSER, BEVERLY D	04/26/2016	312.66
151601006	NASVIK, CRAIG S	04/26/2016	68.97
151601007	NAVIS, NANCY L	04/26/2016	79.95
151601008	OLSON, DAVID J	04/26/2016	63.31
151601009	OSTERLUND, MARY	04/26/2016	19.95
151601010	PELLEGRIN, FRANCOISE R	04/26/2016	53.46
151601011	POKORNY, MARY J	04/26/2016	172.17
151601012	QIN, YUEFIN	04/26/2016	659.18

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151601013	REED, TAMMY L	04/26/2016	153.97
151601014	ROCKFORD, JEREMY W	04/26/2016	140.41
151601015	ROUSH, ROBIN L	04/26/2016	56.75
151601016	RYAN, DENISE M	04/26/2016	226.26
151601017	SCHOCHENMAIER, TIMOTHY R	04/26/2016	521.00
151601018	SCHWEIZER, JENNIFER M	04/26/2016	154.09
151601019	SIMSHAUSER, KIMBERLY P	04/26/2016	560.03
151601020	STEADLAND, KEITH DAVID	04/26/2016	270.91
151601021	SVIR, SARA A	04/26/2016	841.30
151601022	TLUSTY, MELANIE L	04/26/2016	123.77
151601023	TULBERG, AMY C	04/26/2016	87.48
151601024	VAIL, ANNE B	04/26/2016	174.95
151601025	VANOVERBEKE, TAMERA S	04/26/2016	46.32
151601026	WAHLSTRAND, HEATHER L	04/26/2016	76.90
151601027	WATKINS, CARTER T	04/26/2016	54.00
151601028	WEDELL, THERESA K	04/26/2016	85.03
151601029	WEINBERGER, MARK	04/26/2016	150.00
151601030	WILCOX, RICHARD L	04/26/2016	287.01
151601031	WILLEY, JEFFERY S	04/26/2016	8.38
151601032	YOUNKER, KATHRYN R	04/26/2016	117.92
151601033	ZELENY, LYNN	04/26/2016	112.92
151601034	ZETTEL, ANN M	04/26/2016	350.44

72	ACH	Check(s) For a Total of	13,266.66
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ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	72	ACH	Checks For a Total of	13,266.66
	0	Computer	Checks For a Total of	0.00
Total For	72	Manual, Wire Tran, ACH &	Computer Checks	13,266.66
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		13,266.66

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69959	A-1 HYDRAULIC SALES & SERVICE	04/28/2016	329.17
69960	AARP DRIVER SAFETY PROGRAM	04/28/2016	585.00
69961	AARP DRIVER SAFETY PROGRAM	04/28/2016	640.00
69962	ABC-CLIO LLC	04/28/2016	89.00
69963	AC SUPPLY CO	04/28/2016	2,181.56
69964	ADRENALINE FUNDRAISING	04/28/2016	1,975.00
69965	ALPHA VIDEO & AUDIO INC	04/28/2016	10,450.00
69966	AMAZON	04/28/2016	3,162.34
69967	AMAZON	04/28/2016	203.77
69968	AMAZON	04/28/2016	153.15
69969	AMAZON	04/28/2016	155.83
69970	AMAZON	04/28/2016	255.41
69971	AMAZON	04/28/2016	556.38
69972	AMAZON	04/28/2016	590.91
69973	AMAZON	04/28/2016	807.44
69974	AMAZON	04/28/2016	34.62
69975	AMAZON	04/28/2016	52.66
69976	AMAZON	04/28/2016	238.75
69977	AMAZON	04/28/2016	353.85
69978	AMAZON	04/28/2016	335.01
69979	AMAZON	04/28/2016	307.23
69980	AMAZON	04/28/2016	734.75
69981	AMERICAN UNITED LIFE	04/28/2016	71,855.00
69982	AMERICAN UNITED LIFE	04/28/2016	9,000.00
69983	AMERIPRISE FINANCIAL SERVICES	04/28/2016	12,088.87
69984	ANDERSON'S	04/28/2016	595.64
69985	APPLE COMPUTER INC	04/28/2016	729.00
69986	APPLIED ENVIRONMENTAL SCI INC	04/28/2016	716.00
69987	ARCH LANGUAGE NETWORK	04/28/2016	1,010.00
69988	ARMSTRONG MEDICAL	04/28/2016	264.89
69989	ARRIOLA, MARK W	04/28/2016	129.00
69990	Vendor Continued Check	04/28/2016	0.00
69991	ASL INTERPRETING SERVICES	04/28/2016	2,280.00
69992	ASSETGENIE INC	04/28/2016	324.50
69993	ASTLEFORD INTERNATIONAL TRUCKS	04/28/2016	173.23
69994	AVON BUSINESS FORMS & PROMOTIO	04/28/2016	858.76
69995	B W T & F ENTERPRISES LLP	04/28/2016	491.00
69996	BARTHOLD	04/28/2016	1,792.67
69997	BATTERIES PLUS BULBS	04/28/2016	311.33
69998	BEAR PATCH QUILTING CO	04/28/2016	48.26
69999	BEARTOWN AUTO BODY INC	04/28/2016	3,031.00
70000	BEHLOW, DAVID	04/28/2016	169.72
70001	BENCHMARK EDUCATION COMPANY	04/28/2016	47,520.00
70002	CITY OF BIRCHWOOD VILLAGE	04/28/2016	100.00
70003	BLICK ART MATERIALS	04/28/2016	229.98
70004	BLUE BELL ENTERPRISES INC	04/28/2016	125.00
70005	BOYER TRUCKS	04/28/2016	196.68
70006	BRAINPOP LLC	04/28/2016	220.00
70007	BRAKE & EQUIPMENT WAREHOUSE, I	04/28/2016	38.61
70008	BREAKDOWN SPORTS USA	04/28/2016	615.00

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70009	BRINE, MARK	04/28/2016	129.00
70010	BROCKWAY, TOM	04/28/2016	68.00
70011	BRYAN, LONNIE	04/28/2016	76.00
70012	BSN SPORTS	04/28/2016	57.55
70013	BURNHAM, GAVIN	04/28/2016	100.64
70014	CAPITAL ONE COMMERCIAL	04/28/2016	583.57
70015	CAPSTONE	04/28/2016	153.43
70016	CATALYST SOURCING SOLUTIONS	04/28/2016	179.00
70017	CATHEDRAL ULTIMATE	04/28/2016	150.00
70018	CDW GOVERNMENT INC	04/28/2016	401,220.98
70019	CENGAGE LEARNING	04/28/2016	28.88
70020	CESSNA, KASMYNN JEAN	04/28/2016	179.78
70021	THE CHILDREN'S THEATRE COMPANY	04/28/2016	1,625.00
70022	CITI-CARGO & STORAGE CO INC	04/28/2016	85.00
70023	CLASS CREATOR	04/28/2016	434.70
70024	COBORNS DELIVERS	04/28/2016	133.79
70025	COMCAST	04/28/2016	280.92
70026	COMPVIEW	04/28/2016	5,172.46
70027	CONERY, STEVEN	04/28/2016	129.00
70028	Vendor Continued Check	04/28/2016	0.00
70029	CONNEY SAFETY	04/28/2016	1,167.74
70030	CONTINENTAL RESEARCH CORP	04/28/2016	350.54
70031	CUB FOODS OF WHITE BEAR TWSHP	04/28/2016	766.02
70032	CUMMINS NPOWER LLC	04/28/2016	1,902.98
70033	DELLWOOD COUNTRY CLUB	04/28/2016	2,549.78
70034	DELTA EDUCATION	04/28/2016	111.96
70035	DEMCO INC	04/28/2016	461.69
70036	DISCOUNT SCHOOL SUPPLY	04/28/2016	112.08
70037	DISNEY EDUCATIONAL PRODUCTIONS	04/28/2016	79.96
70038	DOMBROVSKI, MICHELE C	04/28/2016	100.00
70039	DOMINOS PIZZA	04/28/2016	173.49
70040	DOOR SERVICE COMPANY	04/28/2016	503.00
70041	DEFINITIVE TECHNOLOGY SOLUTION	04/28/2016	903.18
70042	DEFINITIVE TECHNOLOGY SOLUTION	04/28/2016	1,224.60
70043	DUBOIS, RICHARD	04/28/2016	129.00
70044	ELLISON EDUC EQUIP INC	04/28/2016	6.00
70045	EPS LITERACY & INTERVENTION	04/28/2016	608.80
70046	EQUAL OPPORTUNITY SCHOOLS	04/28/2016	167.07
70047	THE EQUITY COLLABORATIVE	04/28/2016	5,000.00
70048	EVANS, DANIEL MICHAEL	04/28/2016	76.00
70049	F&N OPERATIONS LLC	04/28/2016	400.78
70050	FARLEY, JORDAN OTTIS	04/28/2016	563.95
70051	Vendor Continued Check	04/28/2016	0.00
70052	FASTENAL COMPANY	04/28/2016	840.60
70053	FESTIVAL FOODS-KNOWLAN'S	04/28/2016	528.88
70054	FESTIVAL OF NATIONS	04/28/2016	309.00
70055	FINNEGAN, BRENT	04/28/2016	77.00
70056	FIRST STUDENT INC	04/28/2016	155,091.04
70057	FIRST-SHRED	04/28/2016	656.55
70058	FITBIT	04/28/2016	1,279.50

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70059	FLIGHT DECK ATHLETICS INC	04/28/2016	157.15
70060	FLORIN, JOLYN A	04/28/2016	456.00
70061	FOLLETT SCHOOL SOLUTIONS INC	04/28/2016	44.08
70062	FOREST LAKE PRINTING	04/28/2016	144.60
70063	FRONTRUNNER EVENTS	04/28/2016	1,366.00
70064	FUN EXPRESS LLC	04/28/2016	115.44
70065	GALLAGHERS NORTHWESTERN TIRE C	04/28/2016	2,449.38
70066	GALLAGHER, LAWRENCE	04/28/2016	76.00
70067	GAMES 24 ENTERTAINMENT	04/28/2016	765.00
70068	GARDEN & ASSOCIATES INC	04/28/2016	100.00
70069	GEIB, SCOTT	04/28/2016	76.00
70070	GENERAL PARTS LLC	04/28/2016	408.36
70071	GILLUND ENTERPRISES	04/28/2016	405.24
70072	GOLDCOM INC	04/28/2016	105.70
70073	GOODRICH GOLF DOME	04/28/2016	147.00
70074	GOODSOURCE SOLUTIONS	04/28/2016	2,155.44
70075	Vendor Continued Check	04/28/2016	0.00
70076	GOPHER	04/28/2016	1,490.83
70077	GRAFFIC TRAFFIC LLC	04/28/2016	3,623.00
70078	Vendor Continued Check	04/28/2016	0.00
70079	GRAINGER	04/28/2016	3,830.82
70080	GREAT LAKES HIGHER EDUC	04/28/2016	119.25
70081	GREATAMERICA FINANCIAL SERVICE	04/28/2016	1,100.90
70082	GREATER TWIN CITIES UNITED WAY	04/28/2016	202.50
70083	GURSTEL CHARGO ATTORNEYS AT LA	04/28/2016	251.00
70084	HAGBERG, EDWARD	04/28/2016	76.00
70085	HANSON, EUGENE	04/28/2016	68.00
70086	HEALTHPARTNERS	04/28/2016	201,730.38
70087	HEARTLAND SCHOOL SOLUTIONS	04/28/2016	500.00
70088	HECKMANN, HEATHER A	04/28/2016	14.39
70089	HINRICHS, PETER E	04/28/2016	129.00
70090	HISDAHL INC	04/28/2016	1,645.00
70091	HITTING WORLD	04/28/2016	861.82
70092	HOFFMAN, RICHARD A	04/28/2016	76.00
70093	HOGLUND BUS & TRUCK CO	04/28/2016	59,720.61
70094	HORWITZ	04/28/2016	1,900.00
70095	HOUGHTON MIFFLIN HARCOURT	04/28/2016	634.48
70096	HUERTH, MICHAEL	04/28/2016	1,285.20
70097	HUGO CITY OF	04/28/2016	1,982.58
70098	HUMANEX VENTURES	04/28/2016	7,651.00
70099	IDENTITYSTORES	04/28/2016	26.00
70100	INDIAN HILLS GOLF CLUB	04/28/2016	1,540.00
70101	INTEGRA TELECOM	04/28/2016	225.00
70102	IUOE LOCAL 70	04/28/2016	2,292.86
70103	JOHNSON, DANIEL T	04/28/2016	129.00
70104	JOHNSON, MADELINE	04/28/2016	154.00
70105	JOHNSON CONTROLS INC	04/28/2016	1,166.00
70106	JORDAN, GAIL E	04/28/2016	255.98
70107	JUNIOR LIBRARY GUILD	04/28/2016	381.00
70108	JW PEPPER & SON INC	04/28/2016	86.42

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70109	KARLSBURGER FOODS INC	04/28/2016	164.64
70110	KATH FUEL OIL SERVICE CO	04/28/2016	13,381.58
70111	KEYSTONE INTERPRETING SOLUTION	04/28/2016	147.40
70112	KIEFER USA	04/28/2016	69,243.00
70113	KIIHN, ROB	04/28/2016	152.00
70114	KRAFT CONTRACTING & MECHANICAL	04/28/2016	9,364.01
70115	KRICK, STEPHEN A	04/28/2016	76.00
70116	KROLL ONTRACK	04/28/2016	1,500.00
70117	KUSTERMANN, BRAD	04/28/2016	76.00
70118	LAKESHORE LEARNING MATERIALS	04/28/2016	135.65
70119	LANGERS	04/28/2016	1,982.00
70120	LAWSON PRODUCTS INC	04/28/2016	670.70
70121	LEGIONVILLE	04/28/2016	550.00
70122	LIBRARY STORE INC	04/28/2016	189.97
70123	LORENZ RECOGNITION CO	04/28/2016	23.95
70124	M-F ATHLETIC CO INC	04/28/2016	222.60
70125	MN ASSOC FOR CHILDREN'S MENTAL	04/28/2016	190.00
70126	Vendor Continued Check	04/28/2016	0.00
70127	Vendor Continued Check	04/28/2016	0.00
70128	MADISON NATIONAL LIFE	04/28/2016	43,911.60
70129	THE MAH JONGG MAVEN	04/28/2016	92.00
70130	MAKEMUSIC INC	04/28/2016	132.00
70131	MARCO, INC	04/28/2016	106.71
70132	MARRCH	04/28/2016	78.00
70133	MAUER, BRIAN	04/28/2016	76.00
70134	MN CENTER FOR BOOK ARTS	04/28/2016	786.00
70135	MCCARTHY WASTE OIL	04/28/2016	50.00
70136	MCDONOUGH'S WATERJETTING AND	04/28/2016	694.34
70137	MCGIVERN, FRANK	04/28/2016	68.00
70138	MEDTOX LABORATORIES	04/28/2016	18.70
70139	MENIER, MATTHEW M	04/28/2016	1,456.99
70140	MESSERLI & KRAMER PA	04/28/2016	302.00
70141	METRO SOUND AND LIGHTING	04/28/2016	436.88
70142	METROPOLITAN LIFE	04/28/2016	2,356.24
70143	MIDWEST BUS PARTS INC	04/28/2016	358.66
70144	MINVALCO INC	04/28/2016	1,281.91
70145	MN DEPT OF HEALTH	04/28/2016	45.00
70146	MN DEPT OF HEALTH	04/28/2016	35.00
70147	MN STATE COLLEGES & UNIV	04/28/2016	399.00
70148	MN SWORD PLAY	04/28/2016	240.00
70149	MN ULTIMATE	04/28/2016	1,800.00
70150	MOORE, CYNTHIA A	04/28/2016	632.00
70151	MULVIHILL, MARKUS	04/28/2016	77.00
70152	NASP INC	04/28/2016	653.00
70153	NASSEFF MECH CONTRACTORS	04/28/2016	3,886.40
70154	NATL ASSOC OF STUDENT COUNCILS	04/28/2016	95.00
70155	NATL COUNCIL OF TEACHERS OF EN	04/28/2016	25.00
70156	NATL SCIENCE TEACHERS ASSOC	04/28/2016	36.44
70157	NCS PEARSON INC	04/28/2016	318.00
70158	NEW MANAGEMENT INC	04/28/2016	91.00

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70159	NORCENTRONIX DISTRIBUTING	04/28/2016	238.00
70160	NORTH MEMORIAL OCCUPATIONAL ME	04/28/2016	18.00
70161	NORTHEAST METRO INTERMEDIATE D	04/28/2016	366.00
70162	NORTHERN LIGHTS	04/28/2016	1,545.00
70163	NORTHSTAR LACROSSE CO	04/28/2016	525.00
70164	NORTHWEST UMPIRES	04/28/2016	50.00
70165	NUTRITIONAL SERVICE	04/28/2016	339.70
70166	OFFICE DEPOT	04/28/2016	187.56
70167	ON SITE SANITATION INC	04/28/2016	68.72
70168	ONENECK IT SOLUTIONS LLC	04/28/2016	525.00
70169	ORDWAY CENTER FOR PERFORMING	04/28/2016	710.50
70170	ORIENTAL TRADING CO INC	04/28/2016	34.22
70171	OXYGEN SERVICE CO INC	04/28/2016	103.54
70172	PACESETTER	04/28/2016	275.00
70173	PARK SQUARE THEATRE	04/28/2016	574.00
70174	PAUL VADNAIS PLUMBING & WELL	04/28/2016	543.00
70175	PENNIES FOR PATIENTS	04/28/2016	2,027.05
70176	PERFECTION LEARNING CORP	04/28/2016	164.57
70177	PETERSON BROS ROOFING & CONST	04/28/2016	1,303.66
70178	PHOENIX ALTERNATIVES INC	04/28/2016	283.50
70179	PIONEER	04/28/2016	513.80
70180	POLAR CHEVROLET MAZDA	04/28/2016	628.12
70181	PRAXAIR DISTRIBUTION INC	04/28/2016	137.92
70182	PRESS PUBLICATIONS	04/28/2016	439.04
70183	PRIMEX WIRELESS	04/28/2016	337.00
70184	R & R SPECIALTIES INC	04/28/2016	73.50
70185	Vendor Continued Check	04/28/2016	0.00
70186	Vendor Continued Check	04/28/2016	0.00
70187	RAMSEY COUNTY	04/28/2016	1,670.73
70188	RATWIK ROSZAK & MALONEY PA	04/28/2016	2,573.94
70189	RAUSCH, STURM, ISRAEL,	04/28/2016	210.00
70190	RED BALLOON BOOKSHOP	04/28/2016	374.97
70191	REITELBACH, ADAM	04/28/2016	129.00
70192	REPUBLIC SERVICES #899	04/28/2016	10,668.22
70193	RICOH AMERICAS CORP	04/28/2016	450.96
70194	RM COTTON COMPANY	04/28/2016	906.48
70195	ROBERT HALF TECH	04/28/2016	2,365.50
70196	ROSE CITY SIGN	04/28/2016	270.90
70197	ROSEMOUNT HIGH SCHOOL	04/28/2016	160.00
70198	ROY C, INC	04/28/2016	279.41
70199	RUPP, HENRY JACOB	04/28/2016	600.00
70200	S/P2	04/28/2016	249.00
70201	SAFETYFIRST PLAYGROUND SURFACI	04/28/2016	4,174.50
70202	SAFEWAY DRIVING SCHOOL	04/28/2016	9,450.00
70203	SCHOLASTIC INC	04/28/2016	6.48
70204	SCHOLASTIC INC	04/28/2016	17.32
70205	SCHOOL SERVICE EMPLOYEES	04/28/2016	5,948.52
70206	SCHOOL SPECIALTY	04/28/2016	313.39
70207	SCHOOLDUDE.COM INC	04/28/2016	8,120.00
70208	SCHROEHER, JANE	04/28/2016	25.00

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70209	SCHULER, SCOTT	04/28/2016	76.00
70210	SELB-SACK, MICHELLE	04/28/2016	145.51
70211	SENTRY SYSTEMS INC	04/28/2016	35.00
70212	SERENDIPITY ART AND DESIGN SER	04/28/2016	2,000.00
70213	SETNICKER, NORMAN	04/28/2016	68.00
70214	SITEONE LANDSCAPE SUPPLY	04/28/2016	179.41
70215	SCHOOL NUTRITION ASSOC (SNA)	04/28/2016	22.00
70216	SNAP-ON	04/28/2016	68.90
70217	SOLARWINDS	04/28/2016	409.00
70218	SPEEDPRO SAINT PAUL	04/28/2016	1,355.00
70219	ST PAUL PUBLIC SCHOOLS	04/28/2016	1.00
70220	STARFALL PUBLICATIONS	04/28/2016	27.80
70221	Vendor Continued Check	04/28/2016	0.00
70222	STATE SUPPLY CO	04/28/2016	1,864.79
70223	THE STATION EVENT CENTER	04/28/2016	1,195.52
70224	STEGE, AUDRAE	04/28/2016	45.00
70225	STEVE WEISS MUSIC	04/28/2016	660.95
70226	STEVE, KYLE R	04/28/2016	76.00
70227	STEWART, ZLIMEN & JUNGERS LTD	04/28/2016	99.29
70228	STREAMLINE DESIGN INC	04/28/2016	5,822.20
70229	SUMMIT COMPANIES	04/28/2016	961.42
70230	SVIR, SARA A	04/28/2016	415.00
70231	SVL SERVICE CORPORATION	04/28/2016	467.21
70232	SWANNIES FOOTWEAR LLC	04/28/2016	5,516.00
70233	SWANSON, SHARON	04/28/2016	82.80
70234	SYNOVIA	04/28/2016	1,417.50
70235	TAMARACK NATURE CENTER	04/28/2016	50.00
70236	TEACHERS DISCOVERY	04/28/2016	5.00
70237	TEACHING STRATEGIES INC	04/28/2016	223.78
70238	TOBII DYNVOX	04/28/2016	38.50
70239	TRADE PRESS INC	04/28/2016	1,699.00
70240	TRANS-MISSISSIPPI BIO SUPPLY	04/28/2016	200.55
70241	TREASURED TRANSPORTATION	04/28/2016	22,438.00
70242	TREETOP PUBLISHING INC	04/28/2016	56.80
70243	TSUEY-HWA, CHEN	04/28/2016	45.00
70244	TUMBLEWEED PRESS INC	04/28/2016	3,193.60
70245	TWIN CITY HARDWARE	04/28/2016	430.50
70246	TWIN CITY JANITOR SUPPLY CO	04/28/2016	854.50
70247	U.S. ENERGY SERVICES INC	04/28/2016	67,396.22
70248	UHL CO INC	04/28/2016	3,605.00
70249	UNIVERSAL ATHLETIC	04/28/2016	174.26
70250	US DEPT OF EDUCATION	04/28/2016	488.99
70251	US FOODS CULINARY EQUIP & SUPP	04/28/2016	368.82
70252	CITY OF VADNAIS HEIGHTS	04/28/2016	2,042.99
70253	VANGUARD SMALL BUSINESS SERVIC	04/28/2016	29,476.99
70254	VARSITY SPIRIT FASHIONS	04/28/2016	146.50
70255	VERIZON WIRELESS	04/28/2016	95.47
70256	VADNAIS HEIGHTS ECONOMIC DEV C	04/28/2016	250.00
70257	VOGEL, MICHAEL	04/28/2016	152.00
70258	WALLRICH, DEREK PHILIP	04/28/2016	8.00

Check Nbr	Vendor Name	Check Date	Check Amount
70259	WHITE BEAR CENTER FOR THE ARTS	04/28/2016	9,450.00
70260	WHITE BEAR LOCKSMITH INC	04/28/2016	95.00
70261	WHITE BEAR AREA YMCA	04/28/2016	19,082.00
70262	WHITE BEAR LAKE CITY	04/28/2016	300.00
70263	WHITE BEAR LAKE CITY	04/28/2016	75.00
70264	WHITE BEAR LAKE SPORTS CENTER	04/28/2016	1,265.00
70265	WBLA EDUCATIONAL FOUNDATION	04/28/2016	702.00
70266	WEBER, MARK	04/28/2016	129.00
70267	WELCOME WAGON	04/28/2016	689.00
70268	WELLNER LAW PLLC	04/28/2016	300.00
70269	WEST MUSIC COMPANY	04/28/2016	2,107.89
70270	WESTLUND, JILL	04/28/2016	671.00
70271	WILDERNESS INQUIRY	04/28/2016	4,000.00
70272	WILLETT, RON	04/28/2016	76.00
70273	XCEL ENERGY	04/28/2016	82,973.60
70274	ZAHL PETROLEUM MAINTENANCE CO	04/28/2016	195.25
70275	ZAYO GROUP LLC	04/28/2016	46,664.83
70276	ZIBELL, LES	04/28/2016	76.00
318 Computer Check(s) For a Total of			1,615,042.70

Check Nbr	Vendor Name	Check Date	Check Amount
0	BMO	04/28/2016	11,037.26
67146	KEYSTONE INTERPRETING SOLUTION	04/28/2016	0.00
67529	COMMERICAL KITCHEN SERVICES	04/28/2016	0.00
68130	ASL INTERPRETING SERVICES	04/28/2016	0.00
68429	ASL INTERPRETING SERVICES	04/28/2016	0.00
69405	AMAZON	04/28/2016	0.00
69410	ARCH LANGUAGE NETWORK	04/28/2016	0.00
7	Manual	Check(s) For a Total of	11,037.26

Check Nbr	Vendor Name	Check Date	Check Amount
69470	FRONTRUNNER EVENTS	04/28/2016	660.00
69701	DIAMOND VOGEL	04/28/2016	336.52
69939	WALLRICH, DEREK PHILIP	04/28/2016	8.00
3	Void	Check(s) For a Total of	1,004.52

	7	Manual	Checks For a Total of	11,037.26
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	318	Computer	Checks For a Total of	1,615,042.70
Total For	325	Manual, Wire Tran, ACH & Computer	Checks	1,626,079.96
Less	3	Voided	Checks For a Total of	1,004.52
			Net Amount	1,625,075.44

Check Nbr	Vendor Name	Check Date	Check Amount
64	WHITE BEAR LAKE TEACHERS ASSOC	04/29/2016	75,210.51
1	Computer	Check(s) For a Total of	75,210.51

	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
	1	Computer	Checks For a Total of	75,210.51
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	75,210.51
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	75,210.51

Check Nbr	Vendor Name	Check Date	Check Amount
70277	AVID CENTER	04/29/2016	20,300.00
1	Computer	Check(s) For a Total of	20,300.00

	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
	1	Computer	Checks For a Total of	20,300.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	20,300.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	20,300.00

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: **May 9, 2016**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$1,000	Michael and Karen Roe	White Bear Lake Area High School Excellence Event
\$325	White Bear Lake Principals' Association	White Bear Lake Area High School Excellence Event
\$325	White Bear Lake Teachers' Association	White Bear Lake Area High School Excellence Event
\$250	Hugo Lions Club	White Bear Lake Area High School Excellence Event
\$100	Rick and Cathy Storey	White Bear Lake Area High School Excellence Event
\$100	White Bear Lake Lions Club	Lincoln Elementary School for Safety Patrols
\$121.15	Darren MacDonald	White Bear Lake Area High School
\$148.07	Kurt Henriksen	White Bear Lake Area High School
\$141.33	Suzanne Dailey	White Bear Lake Area High School
\$100	Dawn Vail	White Bear Lake Area High School
\$530	Honsa Family Funeral Home	White Bear Lake Area Schools Archery Team
\$250	Polar Mazda	White Bear Lake Area Schools Archery Team
\$25	White Bear Body Shop Graven, Inc.	White Bear Lake Area High School Fishing Club
\$719	Hallberg Engineering	White Bear Lake Area High School Girls Golf

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Requests

MEETING DATE: May 9, 2016

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
March 10 – March 19, 2017 Costa Rica	Lindsay Lamwers David Lamwers	Central Middle School Sunrise Park Middle School White Bear Lake Area High School	0	30 middle school students 6 high school students	Total cost per student: \$2400.00 Source of Revenue: Scholarships, student expense	Airplane	Week Without Walls is an annual, week long, school sponsored trip to a foreign country during which middle school aged students take their studies outside of the classroom to serve, connect to, and gain understanding from their global community.
March 9 – March 18, 2018 Costa Rica	Lindsay Lamwers David Lamwers	Central Middle School Sunrise Park Middle School White Bear Lake Area High School	0	30 middle school students 6 high school students	Total cost per student: \$2400.00 Source of Revenue: Scholarships, student expense	Airplane	Week Without Walls is an annual, week long, school sponsored trip to a foreign country during which middle school aged students take their studies outside of the classroom to serve, connect to, and gain understanding from their global community.

May 19-20, 2016 Namekagon River/Upper St. Croix River, WI	Brian Merhar Alex Carlson	North Campus – Adventure Crew	1	8	Total cost per student: \$10.00 Source of Revenue: Adventure Crew fun from donations	Van	Utilizing experiential activities has been proven to strengthen attitude, self-esteem, and social skills that then carry over to the classroom. The Canoeing component is tailored to help them to develop skills in teamwork, safe-risk-taking, and appropriate choice making.
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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

RESIGNATIONS/TERMINATION – CLASSIFIED STAFF

JONATHAN HAGEN – Custodian, Matoska International
Employed by District 624 since 07/13/2015
Effective Date: 04/19/2016

EMILEE LEROL - Extended Day Program Assistant Leader, Oneka Elementary
Employed by District 624 since 12/07/2015
Effective Date: 04/22/2016

KARI LEVI - Extended Day Program Assistant Leader, Oneka Elementary
Employed by District 624 since 10/25/2011
Effective Date: 03/25/2016

RESIGNATIONS/TERMINATION - CERTIFIED STAFF

STEPHANIE DELLARIA – Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2014
Effective Date: 06/10/2016

ADAM EBERLEIN – World Language Teacher, Birch Lake Elementary & Central Middle School
Employed by District 624 since 08/20/2014
Effective Date: 06/10/2016

ELIZA SNORTLAND – Music Teacher, Central Middle School
Employed by District 624 since 08/21/2013
Effective Date: 06/10/2016

RESIGNATION - CABINET

KRISTINE WEHRKAMP – Director of Community Services & Recreation
Employed by District 624 since 07/01/2013
Effective Date: 06/16/2016

RESIGNATION AGREEMENT

MICHELLE DOMBROVSKI – Special Education Teacher, High School – North Campus
Employed by District 624 since 08/24/2011
Effective Date: 12/31/2015

RETIREMENTS – NON-LICENSED STAFF

SALLY HENDRICKSON – Administrative Assistant, Otter Lake Elementary
Employed by District 624 since 09/01/1987
Effective Date: 06/10/2016

MARK QUATMANN – Head Custodial Engineer, High School – South Campus & ALC
Employed by District 624 since 10/10/1994
Effective Date: 04/27/2016

RETIREMENTS – PROFESSIONAL STAFF

NANCY MELQUIST – Early Childhood Education Supervisor, Normandy Park
Employed in District 624 since 08/26/2013
Effective Date: 06/30/2016

PART - TIME LEAVE REQUEST – CERTIFIED STAFF

MARGARET JAKOBLICH – Art Teacher, Sunrise Park Middle School
.10 Leave (.90 position)
Effective Date: 2016-2017 School Year

CORTNEY JOHNSON – Kindergarten Teacher, Otter Lake Elementary
.80 Leave (.20 position)
Effective Date: 2016-2017 School Year

CELESTE RUEBL – Speech & Language Pathologist, Lakeaires Elementary
.20 Leave (.80 position)
Effective Date: 2016-2017 School Year

STEPHANIE TOLLISON – School Psychologist, Sunrise Park Middle School
.20 Leave (.80 position)
Effective Date: 2016-2017 School Year

FULL - TIME LEAVE REQUEST – NON-AFFILIATED

REBECCA EDBERG – HR Coordinator
Employed by District 624 since 07/08/2013
Effective Date: Approx. 07/04/2016 through 10/04/2016

FULL - TIME LEAVE REQUEST – CERTIFIED STAFF

ROBERT ANDERSON – EL Teacher, High School – South Campus
Employed by District 624 since 08/26/2010
Effective Date: 04/21/2016 through 06/10/2016

CARA CARDOSO – School Psychologist, Hugo Elementary
Employed by District 624 since 08/22/2012
Effective Date: March 11, 2016 through June 10, 2016

STEPHANIE DELLARIA – Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2014
Effective Date: 04/11/2016 through 05/20/2016

KRISTINA DENUCCI – EL Teacher, Sunrise Park Middle School
Employed by District 624 since 08/21/2008
Effective Date: October 19, 2015 through April 20, 2016

JENNIFER ELIAS - 1st Grade Teacher, Lakeaires Elementary
Employed by District 624 since 08/21/2008
Effective Date: March 2, 2016 through June 10, 2016

MICHAEL HAMERNICK – Language Arts Teacher, Area Learning Center
Employed by District 624 since 08/24/2000
Effective Date: 2016-2017 School Year

HEATHER KAY – Special Education Teacher, High School – North Campus
Employed by District 624 since 08/24/2015
Effective Date: 04/13/2016 through 06/08/2016

SUSAN MAHONEY – 1st Grade Teacher, Matoska International
Employed by District 624 since 09/24/1996
Effective Date: April 18, 2016 through June 10, 2016

JENNA MARTY – 1st Grade Teacher, Hugo Elementary
Employed by District 624 since 09/06/2011
Effective Date: April 11, 2016 through June 10, 2016

AMY SAARIBOVRE – Math Teacher, High School – South Campus
Employed by District 624 since 08/24/2015
Effective Date: January 21, 2016 through April 6, 2016

CHANGE IN CONTINUING CONTRACT – CERTIFIED STAFF
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VANESSA SCHULTE – School Social Worker, District Wide
From .60 f.t.e. to 1.0 f.t.e
Effective Date: 03/28/2016 through 06/10/2016

NEW PERSONNEL – CLASSIFIED STAFF

JENNIFER BIRKELAND – Program Assistant Leader, Oneka Elementary
\$12.92 / hr., 2.5 hrs. / 54 days \$1,744.20
Effective Date: 04/18/2016

KIM LUCIO – HR Representative, District Center
8 hrs. / 260 days \$57,488
Effective Date: 07/01/2016

LANAE NELSON – Administrative Assistant, Special Services
\$17.64 / hr., 8 hrs. / 54 days \$7,620.48 (Pro-rated on \$36,832.32)
Effective Date: 04/18/2016

NEW PERSONNEL – NON-AFFILIATED

FLORENCE FERGUSON – Transportation Coordinator/Dispatch Specialist, Bus Garage
\$7,164.75 (pro-rated on \$42,500)
Effective Date: 05/02/2016

NEW PERSONNEL – CERTIFIED STAFF
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DEBRA GIVOT – 1.0 Licensed School Nurse, District Wide

BA +15, Step 8, \$14,038.60

Effective Date: March 28, 2016

MONICA KUBOW - .6 FTE Licensed School Nurse, High School – South Campus & ALC

MA, Step 5, \$20,436.80

Effective Date: 11/30/2015

REBEKKA MCCORMICK – 1.0 FTE School Counselor, Area Learning Center

MA Step 1, \$45,933

Effective Date: 2016-2017 School Year

AMY OIAN - .8 FTE School Social Worker, Transition Education Center

MA, Step 11, \$52,944

Effective Date: 2016-2017 School Year

LICENSED EMPLOYMENT – LONG TERM SUBSTITUTE

SHANA EBERHARD – Special Education Teacher, Otter Lake Elementary

MA, Step 12, \$7,927.18 (Pro-rated on \$66,865)

Effective Date: April 13, 2016 – May 20, 2016

SUSAN FISH – 3rd Grade Teacher, Lakeaires Elementary

BA, Step 2, \$14,544.95 (pro-rated on \$41,193)

Effective Date: March 2, 2016 – June 10, 2016

SHEA GOETTING – 1st Grade Teacher, Matoska International

BA, Step 1, \$8,319.58 (Pro-rated on 40,350)

Effective Date: April 18, 2016 – June 10, 2016

AMBER MESSNER – 1st Grade Teacher, Lakeaires Elementary

BA Step 1, \$14,247.29 (Pro-rated on \$40,350)

Effective Date: 03/11/2016 through 06/10/2016

LEIGH MILLS – 1st Grade Teacher, Hugo Elementary

BA, Step 13, \$13,261.31 (Pro-rated on \$57,171)

Effective Date: April 11, 2016 – June 10, 2016

SANDY PETERS – School Psychologist, Hugo Elementary

MA +60, Step 13, \$25,410.90 (Pro-rated on \$80,815)

Effective Date: 03/02/2016 through 06/10/2016

DONNA PETERSON – Special Education Teacher, North Campus

MA +60, Step 13, \$17,496.03 (Pro-rated on \$80,815)

Effective Date: April 14, 2016 – June 10, 2016

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: **Recognize Student Liaisons to the School Board**
MEETING DATE: **May 9, 2016**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Janet Newberg, School Board Chair**

BACKGROUND:

The White Bear Lake Area School Board would like to commend and recognize **Kyra Renner and Hannah Schulz**, 12th grade students at South Campus, for their outstanding role as the 2015-16 Student Representatives on the School Board.

AGENDA ITEM: **Report on Student Spring Trips**
MEETING DATE: **May 9, 2016**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

French Students to Meaux, France

Last fall students from our partner school in Meaux visited the White Bear Lake Area Schools for two weeks and lived with host families.

Over spring break our students had an opportunity to go to Meaux and experience Paris, visit Normandy, and use their skills in understanding culture, language, and history.

Week Without Walls to Costa Rica

For the second year teachers Dave and Lindsey Lawmers provided Sunrise and Central students a week-long trip to Costa Rica, also over spring break. Their trip included a visit to a partner school, John Bosco in Costa Rica, including service projects, science, and a depth of experiences.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **May 9, 2016**
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: **Policy First Reading – Policy 506: White Bear Lake Area School District Student Discipline Policy - Rationale for Recommendations**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Next, district administrators review policies from other districts, then draft a revised policy for thorough review at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

506: White Bear Lake Area School District Student Discipline Policy

Changes have been made to improve clarity, including adding a new section on definitions under II B, and making minor modifications to other wording.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2016 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 26, 1996

Revised: August 18, 1997

Revised: September 9, 2002

Revised: January 10, 2005

Revised: March 9, 2009

White Bear Lake Area

School Board Policy 506

Revised: March 8, 2010

Revised: June 8, 2015

506 WHITE BEAR LAKE AREA SCHOOL DISTRICT STUDENT DISCIPLINE POLICY

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The School Board of Independent School District No. 624 recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

- A. All students are entitled to learn and develop in a setting which promotes respect of self, others and property. Proper positive discipline can best ~~only~~ result from an environment which provides options and stresses student self-direction, decision-making and responsibility. Schools can function most effectively ~~only~~ with ~~internal discipline~~ clear expectations based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that supports ~~maintains~~ a climate in which learning can take place. Overall climate affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

- B. Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. It is the position of the school district that a fair and equitable district-wide student discipline policy will contribute to the quality of each ~~the~~ student's educational experience. This discipline policy is adopted in accordance with ~~subject to~~ The Pupil

Fair Dismissal Act, Minn. Stat §§ 121A.40-121A.56, which provides definitions for Dismissal, Exclusion, Expulsion, and Suspension.

1. "Dismissal" means the denial of the current educational program to any pupil, including exclusion, expulsion, and suspension. It does not include removal from class.
2. "Exclusion" means an action taken by the school board to prevent enrollment or reenrollment of a pupil for a period that shall not extend beyond the school year.
3. "Expulsion" means a school board action to prohibit an enrolled pupil from further attendance for up to 12 months from the date the pupil is expelled.
4. "Suspension" means an action by the school administration, under rules promulgated by the school board, prohibiting a pupil from attending school for a period of Pupil Fair Dismissal Act Page 2 no more than ten school days. If a suspension is longer than five days, the suspending administrator must provide the superintendent with a reason for the longer suspension. This definition does not apply to dismissal from school for one school day or less, except as provided in federal law for a student with a disability. Each suspension action may include a readmission plan. The readmission plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission and may not be used to extend the current suspension. Consistent with section 125A.091, subdivision 5, the readmission plan must not obligate a parent to provide a sympathomimetic medication for the parent's child as a condition of readmission. The school administration may not impose consecutive suspensions against the same pupil for the same course of conduct, or incident of misconduct, except where the pupil will create an immediate and substantial danger to self or to surrounding persons or property, or where the district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of 15 school days.

Detailed information can be found in IX D.

- C. In view of the foregoing and in accordance with Minn. Stat §§ 121A.55, the school board with the participation of school district administrators, teachers, employees, students, parents/guardians and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

- A. School Board: The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of the district's discipline policy.

- B. Superintendent: The superintendent shall establish guidelines and directives to carry out this policy, holds all school personnel, students and parents/guardians responsible for conforming to this policy, and supports all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents/guardians.
- C. Principal/Building Supervisor ~~Administrator~~ The school principal/building supervisor is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal/building supervisor shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal/building supervisor shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal/building supervisor shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents/guardians. A principal/building supervisor, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers: All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel: All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.
- F. Parents and ~~or~~ Legal Guardians: Parents/guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students: All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members: Members of the community are important partners in contributing to the atmosphere of mutual respect and student adherence to the Code of Student Conduct Policy. ~~Members of the community are expected to contribute to~~

~~the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.~~

IV. STUDENT RIGHTS

All students have a ~~the~~ right to an education in a respectful atmosphere that is conducive to learning. ~~to an education and the right to learn.~~

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. To know and obey all school rules, regulations, policies and procedures, and to conduct themselves in accord with them;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students enrolled;
- F. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- G. To be aware of and comply with federal, state and local laws;
- H. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- I. To respect and maintain the school's property and the property of others;
- J. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- K. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- L. To conduct themselves in an appropriate physical or verbal manner; and
- M. To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT - UNACCEPTABLE BEHAVIORS

A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds and school property or property immediately adjacent to school grounds, school-sponsored activities or trips, school bus stops, school buses, school vehicles, school contracted vehicles or any other vehicles approved for school district purposes, the area of entrance or departure from school premises or events, and all school-related functions and events. School district property also may mean a student's walking route to and from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism.
2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
5. Opposition to authority using physical force or violence;
6. Using, possessing or distributing tobacco or tobacco paraphernalia;
7. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances.
8. Using, possessing, or distributing alternative nicotine products (i.e. e-cigarettes, personal vaporizers, e-liquid).
9. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events.

10. ~~Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.~~
11. Using, possessing or distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances, or look-alike substances, except as prescribed by a physician, including one student sharing prescription medication with another student.
12. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
13. Using, possessing or distributing weapons, or look-alike weapons or other dangerous objects;
14. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
15. Possession, use or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function by explosive~~ive~~;
16. Possession, use or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
17. Use of video and auditory recording equipment, which includes cell phones and other technology devices, including but not limited to use in bathrooms and locker rooms; except where the device is used in a manner authorized by the school; ~~including but not limited to use in bathrooms and locker rooms~~;
18. Use or possession of an ignition device (e.g., butane lighter or matches), except where the device is used in a manner authorized by the school;
19. Violation of any local, state or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience; disruptive or disrespectful behavior; defiance of authority; cheating; insubordination; failure to identify oneself; improper activation of fire alarms or defibrillators; or bomb threats;

21. Use of nuisance devices or objects which cause distractions or disruptions and may facilitate cheating, including, but not limited to: pagers, cell phones, ~~including picture phones~~, and other electronic devices;
22. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
23. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
24. Possession or distribution of slanderous, libelous or pornographic materials;
25. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or is otherwise deemed objectionable by the District;
26. Criminal activity;
27. Falsification of any records, documents, notes or signatures;
28. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
29. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism or collusion; including the use of cell phones ~~picture phones~~ or other technology to accomplish this end;
30. Impertinent or disrespectful language toward teachers or other school district personnel;
31. Violation of the school district's Harassment and Violence Policy or Bullying Prohibition Policy;
32. Actions, including fighting or any other assaultive behavior, which cause or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
33. Committing an act which inflicts bodily harm upon another person, even though accidental or a result of poor judgment;

34. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
35. Verbal assaults, or verbally abusive behavior, including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating or that degrades other people;
36. Physical or verbal threats, including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
37. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin or sexual orientation;
38. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
39. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstructs the mission or operations of the school district or the safety or welfare of students or employees.

VII. DISCIPLINARY ACTION OPTIONS

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with the teacher, principal, counselor or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or things will be

released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.

- C. Parent/guardian contact;
- D. Parent/guardian conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges, e.g. loss of passing time;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police or other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under The Pupil Fair Dismissal Act;
- Q. Preparation of an admission or re-admission plan;
- R. Extended detention after school or Saturday School;
- S. Expulsion under The Pupil Fair Dismissal Act;
- T. Exclusion under The Pupil Fair Dismissal Act;
- U. Alternative educational setting; and/or
- V. Other disciplinary action as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

- A. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, and contacting the student's parents/guardians. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

1. Willful conduct that disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal will be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the Parent(s)/guardian(s) of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent/guardians or guardian to discuss the problem that is causing the student to be removed from class. A district may terminate the enrollment of a nonresident student enrolled under this section or section 124D.08 at the end of a school year if the student meets the definition of a habitual truant under section 206C.007, subdivision 19, the student has been provided appropriate services under chapter 260A, and the student's case has been referred to juvenile court. A district may also terminate the enrollment of a nonresident student over the age of 17 enrolled under this section if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under section 120A.22, subdivision 8.

- C. Procedures for Removal of a Student From a Class

In the elementary or secondary schools, if a student is removed from class, the teacher, principal or other school district employee will complete a report describing the student's behavior. The student will remain in the custody of the building administrator or his/her designee for the duration of the time prescribed.

D. Responsibility for and Custody of a Student Removed From Class

Teachers removing students from class are required to direct the student to the school office and verify his or her arrival as soon as practicable. The administrator may, at his/her option, assign the student to supervision in another area especially designated for this purpose. Students removed for more than one class period will receive assignments from the teachers to enable the student keep up with his/her class work.

E. Procedures for Return of a Student to a Class from Which the Student Was Removed

The student may return to class after a conference with the appropriate administrator, teacher, and/or the parent(s) or guardian(s). At the time of this conference a definite plan of action will be established, including a review of any existing special education services. Students removed from class will be required to examine and take measures to correct inappropriate conduct.

F. Procedures for Notification

Parents/guardians of students removed from class will be notified as soon as practical of the rule violation that led to the removal, resulting disciplinary action, and conditions for re-admission.

G. Students on an IEP; Special Provisions

1. In cases involving students and in need of special education services, appropriate special education staff will be notified of the removal to determine compliance with the student's IEP and to determine whether further assessment or change in the student's IEP is necessary.
2. In cases involving students with a suspected disability, the student assistance team or school counselor will be notified and the school's pre-referral intervention process will be followed.

H. Devices for Detecting Chemical Use While on School Premises

1. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events. Administration, with reasonable suspicion of student use of alcohol during the

school day, may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.

I. Procedures for Addressing Chemical Use or Abuse Problems of Students While on School Premise

1. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia

The use, possession, distribution of, or intent to distribute tobacco or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board policy. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).

- a. Individual building discipline committees are authorized to institute those corrective measures that they consider most effective in view of the age and background of the violator.
- b. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a principal shall determine an exception is justified.

2. Use, Possession, Distribution of, or Intent to Distribute Alcohol, Drugs and Paraphernalia

The use, possession, distribution, intent to distribute, and/or request to another person for (solicitation) alcohol, narcotics, non-prescribed drugs, non-controlled substances packaged to look like controlled drugs, and other illegal substances on school premises or at a school function is prohibited. No student may appear at any school or school-sponsored function in possession or under the influence of alcohol, non-prescribed drugs, chemicals, or illegal substances. It is unlawful for any person knowingly or intentionally to use, possess, or distribute drug paraphernalia. This policy includes students who have reached the legal age of majority.

- a. If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:
 - (a) The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the concern.
 - (b) The building administrator and/or pre-assessment team will determine what course of action should be taken.
 - (c) Action steps may include: conducting an investigation; gathering objective data from additional staff (i.e. a behavior checklist); scheduling a

conference with the student and/or parent(s)/guardian; or conducting a meeting between a single member of the team and the student to discuss the behaviors of concern.

- (d) Information gathered will be reviewed by the pre-assessment team and/or administrator and a determination of whether or not a chemical use problem exists will be ascertained.
 - (e) If the team determines there is chemical abuse, the team will select an appropriate course of action which may include: parent/guardian conference; referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.
- b. When a student is in violation of the above rules at school, the following intervention procedure shall be followed:
- (a) The staff member informs the student of the observed violation and/or obtains the student's name and accompanies the student to the office.
 - (b) Should the student refuse to go to the office, an administrator shall be called. If possible, the staff member will confiscate the chemicals and/or evidence substantiating the violation/concern.
 - (c) The staff member reports the details of the incident immediately to an administrator.
- c. If the administrator is in agreement with the reporting staff member(s), the following actions will occur:
- (a) The administrator will follow due process.
 - (b) The administrator will report the violation to the appropriate law enforcement agency by calling "911" or by calling the School Resource Officer.
 - (c) The administrator will notify the parent/guardian, review school board policy with the parent/guardian, and inform the parent/guardian that the police have been contacted.
 - (d) The student will be interviewed by the police and an administrator/supervisor. When appropriate, the student may be taken to the police station.
- d. School-Based Consequences:

(a) First Violation:

1. The student will be prohibited from attending school and school functions ~~dismissed~~ for up to 5 days (e.g. ~~suspension, AWARE etc.~~)
2. A parent/guardian conference is required prior to readmission.
3. Upon re-entry, the school will provide the opportunity to meet ~~student will have the opportunity to meet~~ with an appropriate school support resource (e.g. chemical health specialist, school counselor.)
4. If warranted, chemical health assessment resources will also be shared.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

(b) Second Violation:

1. The student will be suspended from school for five (5) school days. The five day suspension ~~dismissal~~ may be reduced, if school administration receives confirmation/verification that the student attended a chemical health assessment.
2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s) (i.g. community-based professional counseling services).
4. A strong recommendation for student to have a chemical health assessment will be voiced.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

(c) Third Violation:

1. The student will be suspended for up to ten (10) school days pending further investigation.

2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s).
4. The district will advocate ~~A strong advocacy~~ for a chemical health assessment for the student ~~will be voiced~~.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

I. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct

A. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia

The use, possession, distribution of, or intent to distribute tobacco in any form or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board Policy. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).

1. Individual building discipline committees are authorized to institute those corrective measures that they consider are most effective in view of the age and background of the violator.
2. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a principal shall determine an exception is justified.

B. Use of Mood-Altering Chemicals by Participants in Minnesota State High School League Sponsored Activities

The MSHSL Bylaw 205 applies continuously from the first signing of the Student Eligibility Statement. The WBLAS District reserves the right to apply increased sanctions over those stated by the MSHSL. It is not a violation for a student to be

in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor. Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.

1. First Violation

- a. After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater.
- b. No exception is permitted for a student who becomes a participant in a treatment program.

2. Second Violation

- a. After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.
- b. No exception is permitted for a student who becomes a participant in a treatment program.

3. Third and Subsequent Violations

- a. ~~After confirmation of the third or subsequent violations, the student shall lose eligibility for one calendar year.~~ After confirmation of the second violation, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.
- b. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.

4. Progressive and Consecutive Penalties: Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.

5. Denial Disqualification: A student shall be disqualified from all interscholastic activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.
- J. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior
1. School staff will contact parents/guardians to make them aware of on-going concern(s) with their students. Staff will relay the school or classroom expectation and possible outcomes if the behavior continues. Parents/guardians will be encouraged to discuss situation with their child and work with school personnel to address behavior proactively. A meeting with parents/guardians and school personnel to review the area of concern may occur.
 2. On-going, inappropriate behavior will be documented on the building referral form. Behavior and consequence will be described and parent(s)/guardian(s) will be contacted by school personnel.
- K. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems
1. During the enrollment process, schools will gather as much information from parents/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns.
 2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day.
 3. School administration will have a plan for reviewing attendance records on a regular basis and then act on attendance concerns in accordance with the appropriate county truancy program.
 4. Schools should have a formal structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration.
 5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior, and social/emotional concerns.
 6. Schools may have staff assigned to intervene and support students early on as behavior concerns are surfacing.

7. Schools will work with district office chemical health support staff to assess student behavior and determine whether or not chemical issues are present.
8. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events.
9. Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.
10. Schools will work with district office personnel to engage and support students from all cultural backgrounds.
11. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or social-emotional concerns might need to be assessed for special education services.
12. A formal structure should be created to share information as students transition between schools and grades to assist in continuous support and intervention.
13. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.

IX. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include simple removal from class.
 1. The school district shall not deny due process of equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.
 2. The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.
- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on the following grounds:
 1. Willful violation of any reasonable school board regulation, including those found in this policy;

2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Suspension Procedures

1. "Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent or designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less, except as may be provided in federal law for a student with disability.
2. If a student's total days of removal from school exceeds ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent(s)/guardian(s) before subsequently removing the student from school and, with the permission of the parent(s)/guardian(s), arrange for a mental health screening for the student at the parent(s) or guardian's expense. The purpose of this meeting is to attempt to determine the pupil's need for assessment or other services or whether the parent(s)/guardian(s) should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
3. Each suspension action shall include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent ~~or~~ /guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent ~~or~~ /guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine that extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress towards meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed. School officials may unilaterally place a student with disabilities in an appropriate interim alternative educational setting for up to 45 days if the student brings a weapon to school or a school function; or knowingly possesses, uses, or sells illegal drugs or controlled substances at school or a school function; or inflicts substantial bodily harm.
5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the pupil to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.
6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
7. After a suspension has been assigned and upon further consideration, school administrators may choose to reduce the length of the suspension or assign alternative consequences.
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56, shall be personally served upon the student at or before the time of suspension is to take

effect, and upon the student's parent(s)/guardian(s) by mail within forty-eight (48) hours of the conference.

9. The school administration shall make reasonable efforts to notify the student's parent(s)/guardian(s) of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent(s)/guardian(s) within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that an alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent(s)/guardian(s).
5. The student and parent(s)/guardian(s) shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent(s)/guardian(s) personally or by mail, and shall contain: a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of the hearing; be accompanied by a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and informing the student and parent(s)/guardian(s) of their right to: (1) have a representative of the student's own choosing, including legal counsel at the

hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department Education (MDE).

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent(s)/guardian(s).
7. All hearings shall be held at a time and place reasonably convenient to the student, parent(s)/guardian(s) and shall be closed, unless the student, parent(s)/guardian(s) requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceedings.
10. If the student designates a representative other than the Parent(s)/guardian(s), the representative must have a written authorization from the student and the parent(s)/guardian(s) providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent(s)/guardian(s), or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent(s)/guardian(s), or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

14. The student, parent(s)/guardian(s), or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
 15. The student cannot be compelled to testify in the dismissal proceedings.
 16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which will be made to the school district and served upon the parties within two (2) days after closing of the hearing.
 17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
 18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minn. Stat. § 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
 19. The school district shall report any suspension, expulsion, or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
 20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
 21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent(s)/guardian(s) by mail of the student's right to attend and to be reinstated in the school district.
- E. Disabled Students; Special Considerations for Expulsion and/or Alternative Placement

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or Section 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP or Section 504 team and the child's parent/guardian shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP or Section 504 plan. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement.

Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP or Section 504 plan is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

X. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parent/guardian involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate the parent/guardian to provide a sympathomimetic medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by The Pupil Fair Dismissal Act, or other

applicable law. The teacher, principal, or other school district officials may provide additional notification as deemed appropriate.

XII. STUDENT DISCIPLINE RECORDS

It is the policy of the school district that complete and accurate student discipline records be maintained. The collection, dissemination and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

XIII. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. 124D.03) or Enrollment in Nonresident District (Minn. Stat. 124D.08) at the end of the school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. State Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Option Program if the student is absent without lawful excuse for one or more periods of fifteen (15) school days and has not lawfully withdrawn from school.

XIV. DISTRIBUTION OF POLICY

The school district will notify students and parent(s)/guardian(s) of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parent(s)/guardian(s) at the commencement of each school year and to all new students and parent(s)/guardian(s) upon enrollment. This policy will also be available upon request in each principal's office.

XV. REVIEW OF POLICY

The principal and representatives of parent(s)/guardian(s), students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes will be submitted to the superintendent for consideration by the school board, which shall conduct an annual review of this policy.

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§121A.40 to 121A.56 (The Pupil Fair Dismissal Act)

Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. §§ 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. §§ 121A.60 to 121A.61 (Removal From Class)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. §§ 124D.03 (Enrollment Options Program)
Minn. Stat. §§ 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch. 125A (Student With Disabilities)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Child Protection)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education
Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973 § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross Reference: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 501 (School Weapons)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal
Possessions, and Student's Person)
WBLASB Policy 503 (Student Attendance)
WBLASB Policy 505 (Distribution of Nonschool-Sponsored Materials on
School Premises by Students and Employees)
WBLASB Policy 514 (Bullying Prohibition Policy)
WBLASB Policy 524 (Internet Acceptable Use and Safety Policy)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 527 (Student Use and Parking of Motor Vehicles;
Patrols, Inspections, and Searches)
WBLASB Policy 610 (Field Trips)
WBLASB Policy 709 (Student Transportation Safety Policy)

AGENDA ITEM: **Policy First Reading – Policy 601: School District Curriculum and Instruction Goals - Rationale for Recommendations**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Next, district administrators review policies from other districts, then draft a revised policy for thorough review at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

601: School District Curriculum and Instruction Goals

This policy, last updated on October 11, 2010, shows significant modifications reflecting changes in federal law (the new Every Student Succeeds Act) and State Law (the World's Best Workforce.)

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2016 School Board meeting agenda or a subsequent meeting for action.

Adopted: May 26, 1998
Revised: June 11, 2001
Revised: October 11, 2010

White Bear Lake Area
School District #624 Policy 601

601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

I. PURPOSE AND GENERAL STATEMENT OF POLICY

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the ~~Minnesota Academic Standards~~ Minnesota Graduation Standards and the Federal No Child Left Behind Every Student Succeeds Act (ESSA) in alignment with creating the world's best workforce, in learner results toward which all learning in the school district should be directed and for which all school district learners should be held accountable.

~~H. — GENERAL STATEMENT OF POLICY~~

~~It is the The purpose of this policy of the school district is to establish the “world’s best workforce” in learner results toward which all learning in the school district should be directed and for which all school district learners should be held accountable.~~

III. DEFINITIONS

A. “Academic standard” means a summary description of student learning in a required content area or elective content area.

B. “Benchmark” means specific knowledge or skill(s) that a student must master to complete part or all of an academic standard by the end of the grade level or grade band.

C. “Curriculum” means district or school adopted programs and written plans for providing students with learning experiences that lead to the expected knowledge and skills necessary to be successful in positive attitudes college and career. college readiness.

- D. “Instruction” means methods of providing learning experiences ~~to that~~ enable students to meet state and district academic standards and graduation requirements.
- E. “Performance measures” are measures to determine school district, ~~and~~ school site and student progress in striving to create the world’s best workforce and must include at least the following:
1. Student performance on the National Assessment of Educational Progress where applicable;
 2. The size of the academic achievement gap and the percentage of students taking rigorous courses,”~~rate of rigorous course taking,~~ including college-level Aadvanced Pplacement, ~~international baccalaureate,~~ College in the Schools, Project Lead the Way, and postsecondary enrollment options including concurrent enrollment, other statutorily recognized courses of study or industry certification courses or programs and enrichment experiences by student subgroup;
 3. Student performance on the Minnesota Comprehensive Assessments;
 4. High sSchool graduation rates; and
 5. Career and college readiness under Minn. § Stat. 120B.30, Subd. 1.
- F. “World’s best workforce” refers to meeting school readiness goals: ~~means striving to: meet school readiness goals;~~ having all third-grade students achieve grade-level literacy; closing the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and student not living in poverty; having all students attain career and college readiness before graduating from high school; and having all students graduate from high school.
- G. ““Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

IV. ~~STUDENT PERFORMANCE GOALS~~ LONG-TERM STRATEGIC PLAN

A. The school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world's best workforce and includes the following:

1. Clearly defined school district and school site goals and benchmarks for instruction and student achievement for all nine student categories identified under the Every Student Succeeds Act (ESSA) ~~federal 201 No Child Left Behind Act~~ and two student gender categories of male and female;
2. Processes for assessing and evaluating each student's progress toward meeting state and local academic standards, ~~and~~ for identifying the strengths and weaknesses of instruction in pursuit of student and school success, for identifying ~~and~~ curriculum affecting students' progress and growth toward career and college readiness in alignment with the world's best workforce;
3. A process ~~system~~ to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5;
4. Strategies for improving instructions, curriculum, and student achievement, the academic achievement of English Learners, ~~including the English and, where practicable, the native language development. and the academic achievement of English Learners;~~
5. Education effectiveness practices that integrate high-quality instruction, rigorous curriculum technology, and a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and;
6. An annual budget for continuing to implement the school district's strategic plan.

B. ~~School district site and school site goals shall include the following: School~~ district and school site goals shall include strategies that will demonstrate progress towards the broad goals of "world's best workforce" legislation.

1. ~~All students will be required to demonstrate essential skills and knowledge
to effectively participate in lifelong learning. These skills include:~~

a. ~~reading, writing, speaking, listening and viewing in the English language;~~

- ~~b. applying applying mathematical and scientific concepts;~~
- ~~e. locating, organizing, communicating and evaluating information and developing methods of inquiry (i.e. problem solving);~~
- ~~d. creative and critical thinking, decision making and study skills;~~
- ~~e. work readiness skills;~~
- ~~f. global and cultural understanding.~~

~~2. Each student will have the opportunity and will be expected to develop and
— apply essential knowledge that enables them that student to:~~

- ~~a. live as a responsible, productive citizen and consumer within local, state, national and global political, social, and economic systems;~~
- ~~b. bring many perspectives, including historical, to contemporary issues;~~
- ~~e. develop an appreciation and respect for democratic institutions;~~
- ~~d. communicate and relate effectively in languages and with cultures other than the student's own;~~
- ~~e. practice stewardship of the land, natural resources and the environment;~~
- ~~f. use a variety of tools and technology to gather and use information, enhance learning, solve problems, and increase human productivity.~~

~~3. Students will have the opportunity and will be expected to to develop creativity
— and self-expression through visual and verbal images, music, literature, world
— languages, movement, and/or the performing arts.~~

~~4. School practices and instruction will be directed toward developing within each
— student a positive self-image and a sense of personal responsibility for:~~

- a. ~~establishing and achieving personal and career goals;~~
 - b. ~~adapting to change;~~
 - c. ~~leading a healthy and fulfilling life, both physically and mentally;~~
 - d. ~~living a life that will contribute to the well-being of society;~~
 - e. ~~becoming a self-directed learner;~~
 - f. ~~exercising ethical behavior.~~
5. Students will be given the opportunity to acquire human relations skills necessary to:
- a. ~~appreciate, understand, and accept human diversity and interdependence;~~
 - b. ~~address human problems through team effort;~~
 - c. ~~resolve conflicts with and among others;~~
 - d. ~~function constructively within a family unit;~~
 - e. ~~promote an equitable, gender-fair, disability-sensitive society.~~

Legal References: Minn. Stat § 120B.018(Definitions)
Minn. Stat § 120B.02(Educational Expectations for Minnesota Students)
Minn. Stat § 120B.11(School District Process)
Minn. Stat § 120B.30, Subd. 1(Statewide Testing and Reporting System)
Minn. Stat § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
Minn. Stat § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat § 123B.147, Subd. 3(Principals)
20 U.S.C. § 5801, et seq. (National Education Goals 2000)
20 U.S.C. § 6301, et seq. (Every Student Succeeds Act- ESSA, formerly No Child Left Behind Act) ~~No Child Left Behind~~

Minn. Stat § 120B.011 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement; Striving for the World's Best Workforce.)

Cross References: WBLASB Policy 104 (School District Mission Statement)
 WBLASB Policy 613 (Graduation Requirements)
 WBLASB Policy 614 (School District Testing Plan and Procedure)
 WBLASB Policy 615 (Testing, Accommodations, Modifications, and
 Exemptions for IEP, Section 504 Plan and LEP Students)
 WBLASB Policy 616 (School District System Accountability)
 WBLASB Policy 618 (Assessment of Student Achievement)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Acceptance of E3 Grants from the White Bear Lake Area Educational Foundation**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The White Bear Lake Area Educational Foundation established the E3 Grant to further WBLAS students' understanding and attitudes toward science, the outdoors, our community, and the world. Additional environmental learning opportunities can transform students by endowing them with increased academic skills, civic and community leadership, environmental stewardship, and global awareness. The Foundation's goal is to provide opportunities for the students in our district to become inspired and responsible environmental leaders

E3 (Enhancing Environmental Experiences) Grants

School	Amount	Title
Matoska IB World School	\$3,000	Outdoor Classroom
Willow Lane Elementary School	\$4,000	Willow Lane Community Garden
Lincoln Elementary School	\$485	Lincoln Exploration
Birch Lake Elementary School	\$2,000	Birch Lake Pollinators' Paradise
Oneka Elementary School	\$2,000	Oneka Garden
Matoska and Oneka	\$4,000	Matoska/Oneka Investigation on the Mississippi River
ALC	\$3,900	ALC Adventures in the Natural World
Total	\$19,385	

RECOMMENDATION:

Accept the E3 Grants in the amount of \$19,385 and to be distributed for the Foundation's E3 Grant recipient schools as listed above.

AGENDA ITEM: **Action on Accepting Grant from Construction Careers
Foundation for Welding Equipment**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Construction Careers Foundation (CCF) is a 501c3 organization with the main focus on pathways into the construction trades. The construction industry is projected to need more than 6,000 workers over the next fifteen years with welding being a core skill.

This Construction Careers Foundation grant of \$25,000 will allow opportunities for our students by providing exposure and experience to skills in welding that they may not otherwise have an opportunity to experience.

This grant will allow us to purchase a welding simulator that will be used in a classroom setting. The welding simulator will be portable, which will allow us to transfer it to other schools within our district.

RECOMMENDATION:

Accept a grant in the amount of \$25,000 from the Construction Careers Foundation.

AGENDA ITEM: **Non-Renewal of Probationary Licensed Staff**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Linda Goers, Director of Human Resources**

Attached is a copy of a resolution that the District uses to terminate the contracts of probationary teachers in accordance with Minnesota Statute 122A.40, subd. 5. The individuals listed are probationary teachers whose contracts are to be terminated effective June 10, 2016, due to financial limitations, teachers returning from leave, reduction in need, contractual or other issues. **In some instances, contracts of the same or less f.t.e. will be recommended to fill future vacancies.**

Name	Position	Building
Katie Ahrens	1.0 Mathematics	Central
Jameson Bast	1.0 Art	North Campus
Katherine Bensen	.70 Music	Hugo
Sandra Burton	.50 French	Sunrise
Suzanne Hall	.70 German	Central/Sunrise
Lindsey Holz	1.0 Grade 2	Oneka
Katherine Mann	.85 FACS	Sunrise
Nicholas Mason	.9 Music	Central
Sandra McKay	1.0 Intervention	Oneka
Eric Nordwall	1.0 Spanish	Sunrise
Dominic Rosati	1.0 Grade 4	Birch Lake
Abigail Synder	1.0 Intervention	Vadnais Heights
Susan Weber	1.0 ECSE	Normandy Park
Ashley Wilson	.80 Intervention	Vadnais/Lakeaires
Goldjua Yang	1.0 Kindergarten	Birch Lake

Member _____ introduced the following resolution and moved its adoption:

Katie Ahrens, Jameson Bast, Katherine Bensen, Sandra Burton, Suzanne Hall, Lindsey Holz, Katherine Mann, Nicholas Mason, Sandra McKay, Eric Nordwall, Dominic Rosati, Abigail Snyder, Susan Weber, Ashley Wilson, and Goldjua Yang.

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACTS OF THE FOLLOWING TEACHERS, WHO ARE PROBATIONARY TEACHERS.

WHEREAS, THE ABOVE NAMED TEACHERS ARE PROBATIONARY TEACHERS IN INDEPENDENT SCHOOL DISTRICT NO. 624,

BE IT RESOLVED by the School Board of Independent School District No. 624, that pursuant to Minnesota Statutes 122A.40, subd. 5, the teaching contracts of the above named teachers, are probationary teachers in Independent School District No. 624, are hereby terminated at the close of the current 2015-2016 school year and are not renewed for the 2016-2017 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of the contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

TEACHER X
School Location

Dear **TEACHER X**,

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 624, held on May 9, 2016, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2015-2016 school year. Said action of the Board is taken pursuant to M.S. 122A.40, subd.5.

Your termination is due to financial limitations, teachers returning from leave, reduction in need, contractual, or other issues. To receive a separate, official reason stating the afore-mentioned reasons for termination, you must submit your request within ten days after the receipt of this notice.

School Board of Independent School District 624

Chair or Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Member, and upon vote being taken thereon, the following voted in favor thereof: and the following voted against the same: none. Whereupon said resolution was declared duly passed and adopted.

AGENDA ITEM: **Action on Nutrition Services Prime Food Vendor**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent
for Finance & Operations**
Bridget Lehn, Nutrition Services Coordinator

BACKGROUND:

The U.S. Department of Agriculture (USDA) administers the National School Lunch Program (NSLP). As part of the NSLP, at least every five years school districts must prepare a Request for Proposal (RFP) to secure a prime food vendor that will supply grocery items, supplies, and USDA commodity products to nutrition services departments. In consultation with the Minnesota Department of Education's School Nutrition Program Administration, the method of analysis used in White Bear Lake's RFP process placed emphasis on the annual cost of a sample market basket and annual fixed fees.

The District received offers from four vendors to establish a prime vendor contract for furnishing and delivering grocery items, supplies, and commodity products for a 1-year period beginning July 1, 2016 through June 30, 2017. Price was the most heavily weighted factor; other considerations included completeness of product line, distributor experience, invoicing system, and consultation services. The following companies submitted proposals and were scored out of a possible 200 points:

Nutrition Services Prime Vendor	Points
Indianhead Foodservice Distributor	178.5
Upper Lakes Foods	170.4
Sysco Western Minnesota	168.0
U.S. Foods	157.3

Based on the results of the RFP process, the District's Nutrition Services Department requests authorization to establish a contract with Indianhead Foodservice Distributor for a 1-year period, beginning July 1, 2016 through June 30, 2017, for an estimated value of \$1.3 million with an option to renew for up to four additional years.

Recommendation: That the Board of Education authorize the award of Prime Food Vendor to Indianhead Foodservice Distributor for the period of July 1, 2016 through June 30, 2017, at an estimated value of \$1.3 million with an option to renew for up to four additional years.

AGENDA ITEM: **Action on Bids for South Campus Stadium Press Box**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a tabulation of the bids received for work related to the South Campus stadium press box replacement project. The project is included in the District's 10-year long-term facilities maintenance plan and will be funded using proceeds from previously issued long-term facilities maintenance bonds. After reviewing the information with the District's engineer for the project, Larson Engineering, Inc., it is recommended that the project be awarded to Seating and Athletic Facility Enterprises (SAAFE) as follows:

South Campus Stadium Press Box Replacement	Amount
Base Bid	212,023
Alternate #2 (Heaters)	2,551
Total	\$214,574

In accordance with applicable state statutes (MN Statutes 123B.52 and 471.345), the District advertised for bids by two weeks' published notice in the District's official newspaper. In addition to the requirements established by statute, Larson Engineering posted the bid advertisement on CDC Construction Data, a web-based provider of real-time data on commercial construction projects, and reached out to prospective vendors that have experience with this type of project. While the District received one bid, the bid is considered satisfactory. Larson Engineering has previous experience working with SAAFE and has been impressed with their overall performance and quality of work, and the cost is in line with other similar Metro-area projects.

Recommendation: That the Board of Education accept the bid for the South Campus stadium press box replacement project submitted by Seating and Athletic Facility Enterprises (SAAFE) in the amount of \$214,574.

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: South Campus

Project Description: Stadium Press Box Replacement Project

Bid Opening: April 13, 2016

Company	Base Bid	Alternate #2 (Heaters)	Total	Bid Bond	Responsible Contractor Certificate (MN Statute 16C.285)	Addendum Received
Seating & Athletic Facility Enterprises	212,023	2,551	\$214,574	Yes	Yes	Yes

AGENDA ITEM: **Policy 522, Student Sex Nondiscrimination**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Next, district administrators review policies from other districts, then draft a revised policy for thorough review at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

522: Student Sex Nondiscrimination

- Last Updated January 13, 2014.
- Updated to reflect a report or grievance can be made to any “responsible person” other than a principal within any district building.
- This policy is made available publicly on the district website.

RECOMMENDATION:

To approve Policy 522 as recommended by the School Board Policy Committee and administration.

Adopted: September 8, 1997
Area Revised: June 11, 2001
Revised: January 13, 2014

White Bear Lake
School Board Policy 522

522 STUDENT SEX NONDISCRIMINATION

I. PURPOSE

Students are protected from discrimination on the basis of sex pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. The purpose of this policy is to provide equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

II. GENERAL STATEMENT OF POLICY

- A. The school district provides equal educational opportunity for all students, and does not unlawfully discriminate on the basis of sex. No student will be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any educational program or activity operated by the school district on the basis of sex.
- B. It is the responsibility of every school district employee to comply with this policy.
- C. The school board hereby designates the Director of Human Resources, 4855 Bloom Avenue, White Bear Lake, 651-407-7550, as its Title IX coordinator. This employee coordinates the school district's efforts to comply with and carry out its responsibilities under Title IX.
- D. Any student, parent, guardian or community member having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the superintendent or the school district human rights officer.

III. GRIEVANCE REPORTING PROCEDURES

- A. Any student who believes he or she has been the victim of unlawful sex discrimination by a teacher, administrator or other school district personnel, or any person with knowledge or belief of conduct which may constitute unlawful sex discrimination toward a student should report the alleged acts immediately to an appropriate school district official designated by this policy or may file a grievance. The school district encourages the reporting party or complainant to use the report form available from the principal/supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting unlawful sex discrimination toward a student directly to a school district human rights officer or to the superintendent.
- B. ~~Building Level Reporting In Each School Building~~—The building principal/supervisor is the person responsible for receiving oral or written reports or grievances of unlawful sex discrimination toward a student at the building level. Any adult school district personnel who receives a report of unlawful sex discrimination toward a student shall inform the building principal immediately.
- C. Upon receipt of a report or grievance, the principal/supervisor must immediately notify the school district human rights officer ~~immediately~~, without screening or investigating the report. The ~~principal~~ responsible person may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the ~~principal~~ responsible person to the human rights officer. If the report was given verbally, the ~~principal~~ responsible person shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any report or complaint of unlawful sex discrimination toward a student as provided herein may result in disciplinary action against the ~~principal~~ responsible person. If the complaint involves the building principal, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.
- D. The school board hereby designates the Director of Human Resources as the school district human rights officer to receive reports, complaints or grievances of unlawful sex

discrimination toward a student. If the complaint involves the human rights officer, the complaint shall be filed directly with the superintendent.

- E. The school district shall conspicuously post the name of the Title IX coordinator and human rights officer, including office mailing address and telephone number.
- F. Submission of a good faith complaint, grievance or report of unlawful sex discrimination toward a student will not affect the complainant or reporter's future employment, grades or work assignments.
- G. Use of formal reporting forms is not mandatory.
- H. The school district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

IV. INVESTIGATION

- A. By authority of the school district, the human rights officer, upon receipt of a report, complaint or grievance alleging unlawful sex discrimination toward a student shall promptly undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and review of documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular

action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

- D. In addition, the school district may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged unlawful sex discrimination toward a student.
- E. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

V. SCHOOL DISTRICT ACTION

- A. Upon conclusion of the investigation and receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.
- B. The result of the school district's investigation of each complaint filed under these procedures will be reported to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

VI. REPRISAL

The school district will discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful sex discrimination toward a student or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such unlawful sex discrimination. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES.

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law, or contacting the Office of Civil Rights for the United States Department of Education.

VIII. DISSEMINATION OF POLICY AND EVALUATION

- A. ~~This policy is made available publicly on the district website. shall be made available to all students, parents/guardians of students, staff members, employee unions and organizations.~~
- B. The school district shall review this policy and the school district's operation for compliance with state and federal laws prohibiting discrimination on a continuous basis.

Legal References: Minn. Stat. § 121A.04 (Athletic Programs; sex discrimination)
Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Implementing regulations of Title IX)

Cross Reference: WBLASB Policy 102 (Equal Educational Opportunity)
WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 528 (Student Parental, Family, and marital Status Nondiscrimination)

AGENDA ITEM: **Policy 523, Policies Incorporated by Reference**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Next, district administrators review policies from other districts, and then draft a revised policy for thorough review at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

523: Policies Incorporated By Reference

- Last Updated December 10, 2001.
- Updated to include reference to Partnership Policy.
- Updated to include three policies in line with the MSBA model policy:
 - Policy 511
 - Policy 610
 - Policy 712
- Minor wording changes; no substantive changes.

RECOMMENDATION:

To approve Policy 523, Policies Incorporated by Reference, as recommended by the School Board policy committee and administration.

Adopted: December 10, 2001

Revised:

White Bear Lake Area
School District #624 Policy 523

523 POLICIES INCORPORATED BY REFERENCE

PURPOSE

Certain policies as contained in this policy reference manual are applicable to students as well as to employees. In order to avoid undue duplication, the school district provides notice that the following policies apply to district employees as well as district students and school partners (as defined in Policy 900). ~~by this section of the application and incorporation by reference of the following policies which also apply to students:~~

WBLASB Policy 102	Equal Educational Opportunity
WBLASB Policy 103	Complaints-Students, Employees, Parents, Other Persons
WBLASB Policy 206	Public Participation in School Board Meetings; complaints About Persons at School Board Meetings and Data Privacy Considerations
WBLASB Policy 211	Criminal or Civil Action Against School District, School Board Member, Employee, or Student
WBLASB Policy 305	Policy Implementation
WBLASB Policy 413	Harassment and Violence
WBLASB Policy 417	Chemical Use/Abuse
WBLASB Policy 418	Drug-Free Workplace/Drug-Free School
WBLASB Policy 419	Tobacco-Free Environment
WBLASB Policy 420	Students and Employees with Aids and Certain Other Communicable Diseases and Infectious Conditions
<u>WBLASB Policy 511</u>	<u>Student Fundraising</u>
WBLASB Policy 524	Internet Use Policy Development
WBLASB Policy 525	Violence Prevention
<u>WBLASB Policy 610</u>	<u>Field Trips</u>
WBLASB Policy 613	Graduation Requirements
WBLASB Policy 614	School District Testing Plan and Procedure
WBLASB Policy 615	Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation and LEP Students
WBLASB Policy 616	School District System Accountability
WBLASB Policy 707	Transportation of Public School Students
WBLASB Policy 708	Transportation of Nonpublic School Students

WBLASB Policy 709	Student Transportation Safety Policy WBLASB
Policy 710	Extracurricular Transportation
WBLASB Policy 711	Videotaping on School Buses
<u>WBLASB Policy 712</u>	<u>Video Surveillance Other than on Buses</u>
WBLASB Policy 801	Equal Access to Facilities of Secondary Schools

Please note that other district policies have specific provisions applicable to students. Students are charged with notice that the above cited policies are also applicable to students; in addition ~~however~~, students are also on notice that the provisions of ~~the various~~ other policies speak for themselves and may be applicable although not specifically listed above.

Legal References:

None

Cross Reference:

None

AGENDA ITEM: **Policy 602, Organization of School Calendar and School Day**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Next, district administrators review policies from other districts, then draft a revised policy for thorough review at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

602: Organization of School Calendar and School Day

- Last Updated December 12, 2012.
- Updated to:
 - Revised the general statement of policy.
 - Reflect statute, meeting all provisions of Minnesota statutes pertaining to minimum number of school days, hours and other provisions of law.
- Minor wording changes, not substantive changes.

RECOMMENDATION:

To approve Policy 602, Organization of School Calendar and School Day, as recommended by the School Board Policy committee and administration.

Adopted: September 8, 1997

Area Revised: June 11, 2001

Revised: May 9, 2005

Revised: December 10, 2012

*White Bear Lake
School Board Policy 602*

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

~~The school calendar and schedule are important to parents/guardians, students, employees, and the general public as a means to allow advance, and effective planning of the school year.~~

It is important to parents/guardians, students, employees, and the general public to have advance knowledge of the school calendar and school day to effectively plan for the school year.

III. CALENDAR RESPONSIBILITY

- A. The school calendar shall be adopted annually by the school board in accordance with Minnesota statute. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days, hours, and other provisions of law. The school calendar shall establish student days, workshop days for staff, allow for ~~provide for~~ emergency closings and provide other information related to students, staff and parents/guardians.
- B. Except for learning programs during summer and flexible learning year programs, the school district will not commence an elementary or secondary school year before Labor Day, except as provided in Section III.B.1., III.B.2., or III.B.3. Teacher workshop days may be held before Labor Day.

1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.
 2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minn. Stat. § 123A.30, § 123A.32, or § 123A.35 with a school district that qualifies under Section III.B.1.
 3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.
- C. Employee and advisory groups shall be provided an opportunity to participate in school calendar considerations through a meet and confer or other process.

IV. SCHOOL DAY RESPONSIBILITY

- A. The superintendent shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.
- B. In developing the student day schedule, the superintendent shall consider the successful implementation of the current calendar and such factors as cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, school bus schedules, and other concerns deserving of attention.
- C. Proposed changes in the school day shall be subject to review and approval by the school board.

Legal References: Minn. Stat. § 120A.40 (School Calendar)
Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120A.42 (Holidays)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment, Contracts; Termination)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class, Definitions)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123A.32 (Interdistrict Cooperation)
Minn. Stat. § 123A.35 (Cooperation and Combination)

Minn. Stat. § 124D.11, Subd. 9 (Revenue for Results-Oriented Charter School)

Minn. Stat. § 124D.126 (Powers and Duties of Commissioner; Flexible Learning Year Programs)

Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross References: WBLASB Policy 425 (Staff Development)

AGENDA ITEM: **Policy 609, Religion**

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Next, district administrators review policies from other districts, then draft a revised policy for thorough review at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

609: Religion

- Last Updated November 8, 2010.
- Updated to reflect requirement to attach addendum; addendum is attached.
- Minor wording changes, no substantive changes.

RECOMMENDATION:

Approve Policy 609, Religion, as recommended by the School Board Policy Committee and administration.

Adopted: September 8, 1997

Revised: June 11, 2001

Revised: December 14, 2009

Revised: November 8, 2010

*White Bear Lake Area
School District #624 Policy 609*

609 RELIGION

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall neither promote nor disparage any ~~religious belief or non-belief~~ belief pertaining to religion. Instead, the school district encourages all students and employees to have respect for each other's views.
- B. The school district also recognizes that religion has ~~had and is having~~ a significant role in the social, cultural, political, and historical development of civilization.
- C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature, each of which may have religious and secular components/aspects. ~~religious basis or origin as well as a secular importance.~~
- D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
- E. The historical and contemporary values and the origin of various religions, holidays, customs and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

- A. It shall be the responsibility of the superintendent to ensure that the study of religious materials, customs, beliefs and holidays in the school district is in keeping with the following guidelines:

1. The proposed activity must have a secular purpose.
 2. The primary objective of the activity must be one that neither advances nor inhibits religion.
 3. The activity must not foster excessive governmental relationships with religion.
 4. Notwithstanding the foregoing guidelines, reasonable efforts will be made to accommodate any student who wishes to be excused from attendance at school for the purpose of religious instruction or observance of religious holidays.
- B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References: U. S. Const., Amend. I
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence From School for Religious Observance)
Minn. Stat. § 121A. 10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98, 121 S.Ct. 2093, 150 L.Ed.2d 151 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290, 120 S.Ct. 2266 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251, 120 S.Ct. 2706 (2000)
Lemon v. Kurtzman, 403 U.S.602, 91 S.Ct. 2105, 29 L.Ed.2d 745 (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
~~*Child Evangelism Fellowship v. Elk River Area Sch. Dist. No. 728*, 599 F. Supp. 2d 1136 (D. Minn. 2009)~~

LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)

Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)

Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)

Minn. Op. Atty. Gen. 63 (1940)

Minn. Op. Atty. Gen. 120 (1924)

Minn. Op. Atty. Gen. 121 (1924)

Cross References: WBLASB Policy 801 (Equal Access to Facilities of Secondary Schools)

Addendum: Policy 609- Religion in Schools

Annually, Principals conduct a walk through and review materials for the process of ensuring relevance between a course and the teaching materials related to religion.

Forms are submitted to the Assistant Superintendent of Teaching Learning.

Annual Review

- Have all activities had a secular purpose?

☐ Yes

☐ No

➤ If no, please explain:

- Have the primary objectives of the activities either advanced or encouraged religion?

☐ No

☐ Yes

➤ If yes, please explain:

- Have activities foster excessive governmental relationships with religion?

☐ No

☐ Yes

➤ If yes, please explain:

- Have reasonable efforts been made to accommodate any student who wishes to be excused from attendance at school for the purpose of religious instruction or observance of religious holidays?

☐ Yes

☐ No

➤ If no, please explain:

AGENDA ITEM: **Tentative Agreement – 2015-17 Contract**
SEIU Local 284 Paraprofessional’s Agreement

MEETING DATE: **May 9, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Assistant Superintendent for**
Finance and Operations
Linda Goers, Director of Human Resources

BACKGROUND:

The District has reached a tentative agreement with the SEIU Local 284 School Service Employees Union representing the Paraprofessionals of White Bear Lake Area Schools.

The unit ratified the tentative agreement on May 4, 2016, for 2015-2016 and 2016-2017.

The Board has received in its previous correspondence a summary sheet of the proposed salary/benefits and language changes.

Dr. Kazmierczak and Linda Goers will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2015-2016 and 2016-2017 Master Agreement with SEIU Local 284 School Service Employees Union representing the Paraprofessionals of White Bear Lake Area Schools by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 2015-16 and 2016-2017 Contract;

WHEREAS, the group has ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2015-2017 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board