

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

December 8, 2014

MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: December 3, 2014

A meeting of the White Bear Lake Area School Board will be held on **Monday, December 8, 2014** at 7:00 p.m. in 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
 - 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.

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

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

C. INFORMATION ITEMS

1. Presentation on International Partnership with Leipzig, Germany
2. Recognition of Teachers Receiving National Board Certification
3. Superintendent's Report

D. DISCUSSION ITEMS

1. Presentation and Public Hearing Related to the Proposed 2014 Payable 2015 Property Tax Levy

E. OPERATIONAL ITEMS

1. Action on Property Tax Levy for 2015
2. Action on Accepting Brosious Grants
3. Action on Accepting H.B. Fuller STEM Mini-Grants
4. Action on Legislative Resolution
5. Tentative Agreement – 2013-15 Contract School Service Employees (SEIU) Local 284, Paraprofessionals
6. Action on School Board Policies
 - a) Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - b) Policy 650 - Service Animals on School Property
7. Action on Proposed Substitute Teacher Rate Change

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **December 8, 2014**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **December 8, 2014**
SUGGESTED DISPOSITION: **Consent Agenda**
CONTACT PERSON(S): **Lori Swanson, School Board Clerk**

Background:

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

Recommendation: Approve minutes.

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

A meeting of the White Bear Lake Area School Board was held on Monday, November 10, 2014 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 7:08 p.m.
2. Roll Call – Present: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman
Ex-Officio: Michael Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Kazmierczak, Paul, Vette, Wehrkamp
Student School Board Alternate Representative, Kelly Xiong
3. Pledge of Allegiance
4. Hiniker motioned and Kimball seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Storey motioned and Swanson seconded to approve the consent agenda consisting of:
 - Approval of minutes of special work-study session of October 13, 2014, regular meeting of October 13, 2014 and work study session of October 27, 2014;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of field trip requests;
 - Passage of resolution to approve personnel issues to include:
 - **RESIGNATIONS/TERMINATION – CLASSIFIED STAFF**
Jared Epstein – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 08/25/2008
Effective Date: 10/24/2014
Stephanie Krinke – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/06/2011
Effective Date: 10/24/2014
Fred Schostag – Pupil Support Assistant, High School-South Campus
Employed by District 624 since 09/01/2005
Effective Date: 10/22/2014
Russell Updyke – Assistant Head Custodian “B” Building, Sunrise Park Middle School
Employed by District 624 since 09/22/201
Effective Date: 10/31/2014
 - **RESIGNATIONS/TERMINATION - CERTIFIED STAFF**
Brian Perry – Art Teacher, Central & Sunrise Park Middle Schools
Employed by District 624 since 08/26/2010
Effective Date: Pending Qualified and Suitable Replacement
 - **RETIREMENT - CERTIFIED STAFF**
Rosalia Prementine – Speech Clinician, Hugo and Willow Lane Elementary
Employed by District 624 since 08/26/1994
Effective Date: 12/12/2014

- **FULL – TIME LEAVE REQUEST – CERTIFIED STAFF**
Shelly Darr – Speech Clinician, Sunrise Park Middle
 Employed by District since 08/25/2000
 Effective Date: August 29, 2014 through November 28, 2014
Elizabeth Olson – 4th Grade Teacher, Lakeaires Elementary
 Employed by District since 08/26/2004
 Effective Date: August 28, 2014 through October 31, 2014
Belinda Poon – 1st Grade Teacher, Otter Lake Elementary
 Employed by District since 08/26/2004
 Effective Date: August 25, 2014 through June 8, 2015
- **NEW PERSONNEL – CLASSIFIED STAFF**
Allison Green – Program Assistant Leader, Oneka Elementary
 \$12.92 / hr., 2.75 hrs. / 174 days \$6,182.22
 Effective Date: 10/23/2014
Brian Griebenow – Program Assistant Leader, Willow Lane Elementary
 \$13.44 / hr., 2.5 hrs. / 187 days \$6,283.20
 Effective Date: 10/06/2014
Jason Levin – Part Time Cook, High School – North Campus
 \$13.94 / hr., 3.5 hrs. / 145 days \$7,074.55
 Effective Date: 10/23/2014
- **NEW PERSONNEL – CABINET**
Linda Goers – Director of Human Resources, District Center
 \$75,623.52 (Pro-rated on annual salary at \$139,000)
 Effective Date: 12/15/2014
Marv Swanson – Interim Director of Human Resources, District Center
 \$500.00 per day
 Effective Date: 10/21/2014 through on or about 12/15/2014
- **NEW LONG TERM SUBSTITUTE – CERTIFIED STAFF**
Leigh Mills – 1st Grade Teacher, Birch Lake Elementary
 BA, Step 13 \$9,542.10 (Pro-rated on \$56,096.00)
 Effective Date: November 5, 2014 through December 19, 2014

***Roll call vote: ayes: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman.
 Nays: none. Motion carried.***

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

C. INFORMATION ITEMS

1. Theater at White Bear Lake Area High School
 Theater students, Maddy Mclevis-Hughes and Harry Hoffman, highlighted the fall musical “The Addams Family” and shared a video recently produced about the district’s award-winning theater program, with insights shared by Musical Director, Wendy Suoja, student theater participants and parents.
2. Presentation on Middle School Chromebook 1:1 Initiative
 Mark Garrison, Director of Technology, Dr. Noel Schmidt, Principal at Central Middle School, Dr. Robert McDowell, Principal at Sunrise Park Middle School, and Matt Skogen,

Sunrise Park Middle School science teacher, presented information on the district's Chromebook 1:1 initiative for 8th-grade students. The roll-out has gone extraordinarily well at both middle schools, with increased student engagement and supporting instructional growth. Middle school students were also present and provided a demonstration on use of the new technology with a science unit on water usage.

3. Superintendent's Report

Before tonight's board meeting, the district recognized students who represented White Bear Lake Area High School at the state level for boys cross country, girls cross country and cheerleading. Also recognized was a group of 30 educators who participated in the district's first Technology and Leadership Cohort, earning 15 graduate credits and a Technology and Leadership Certificate from Hamline University.

Dr. Lovett thanked the high school students who participated in staff training and the production of a video regarding bullying. The video was used as part of the training for safe and supportive schools.

With winter approaching, Dr. Lovett reminded parents and students of the district's emergency school closing notifications and protocols. Alerts will be sent through SchoolMessenger phone message and email, posted on the homepage of the district's website, and posted on the district's Facebook and Twitter pages.

Student School Board Representative, Kelly Lee, provided highlights from the Sadie Hawkins dance held on November 1, the success of the annual district-wide food drive benefitting the White Bear Lake Area Emergency Food Shelf, and the upcoming student participation at the We Day event on November 12.

D. DISCUSSION ITEMS

1. Presentation on 2013-14 Audit Report

Jim Eichten from the district's independent auditing firm of Malloy, Montague, Karnowski, Radosevich and Co, P.A. (MMKR), presented the results of the audit for the year ended June 30, 2014. Based on their findings, the auditors issued an unmodified (clean) opinion on the district's annual financial statements.

2. First Reading of School Board Policies

- a) Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- b) Policy 494 - Use of Electronic Communication and Recording Devices (new policy)
- c) Policy 650 - Service Animals on School Property (new policy)

The above policies have been reviewed by the Policy Committee and were presented to the board for first reading. The policies will be placed on the December 8, 2014 School Board meeting agenda or a subsequent meeting agenda for approval.

E. OPERATIONAL ITEMS

- 1. Chapman motioned and Swanson seconded to approve the course proposals, modifications, and deletions for 2015-16. ***Voice vote: all ayes. Motion carried.***
- 2. Storey motioned and Hiniker seconded to approve the recommendation for a Gifted and Talented School Within a School program. ***Roll call vote: ayes: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman. Nays: none. Motion carried.***

3. Hiniker motioned and Chapman seconded to accept the audit report for Fiscal Year 2014 as presented by Jim Eichten from MMKR. ***Roll call vote: ayes: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman. Nays: none. Motion carried.***
4. Chapman motioned and Kimball seconded to approve the district's conversion from a fully insured health benefit plan to a self-insured health benefit plan with an implementation date of January 1, 2015, and to approve Health Partners as the district's third party administrator. ***Roll call vote: ayes: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman. Nays: none. Motion carried.***

F. BOARD FORUM – No one spoke during board forum.

G. ADJOURNMENT – Hiniker motioned and Newberg seconded to adjourn the meeting at 8:51 p.m.

Submitted by: Lori Swanson, Clerk

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

A work-study session of the White Bear Lake Area School Board was held on Monday, November 24, 2014, at 5:30 p.m. in the Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Call to Order – Chair Newberg called the meeting to order at 5:34 p.m.
2. Roll Call – Present: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman (arrived at 5:55 p.m.)

Ex-Officio: Michael J. Lovett, Superintendent of Schools

Cabinet: Sara Paul, Wayne Kazmierczak, Kristine Wehrkamp, Kathleen Daniels, Mark Garrison, Marisa Vette, Marv Swanson (Interim Director of Human Resources)

District Administration: Lisa Switzer, John Leininger, Shannon Anderson, Tim Schochenmaier

B. DISCUSSION ITEMS

1. Review of Procedures and Schedules for Work-Study Sessions – Chair Newberg led a discussion to review practices of monthly board work study sessions, including length of work-study sessions and number of areas for discussion covered during work-study sessions. The board wishes to continue to use meeting time efficiently, while allowing sufficient time for district presentations and follow-up discussions.
2. School Board/Superintendent Goals
 - a. Goal 4c: Preliminary Recommendation for Orchestra – Lisa Switzer – Curriculum and Program Development Coordinator, John Leininger – Principal at Matoska IB World School, Shannon Anderson – WBLAS Music Department, and Tim Schochenmaier – Principal at Otter Lake Elementary School, provided an overview of the district’s consideration of developing a string orchestra program. Last update to the board was November 2013. Preliminary recommendations include beginning an orchestra program with the 5th-grade class of 2015-2016. Administration will provide the next update to the board at the January 2015 work-study session as to operational and financial considerations, scheduling during the school day and after school, anticipated costs to families, staffing of the program, facilities and transportation.
 - b. Goal 2: Quarterly Report on District Finances – Dr. Wayne Kazmierczak, Director of Finances and Operations, and Mary Vaske, Controller, presented information as to district financial stewardship and budget management, priorities and timeline for developing the FY2016 budget, and updating and development of finance-related policies.

- c. Strategy II1: Update on Elementary Immersion Planning – Ann Malwitz, Professional Learning and Development Coordinator, provided an update on the district’s consideration of developing an elementary immersion program, including a preliminary report on a recent parent survey to determine satisfaction with the district’s current world language program and interest in immersion programming. The district’s consideration of immersion programming continues with regard to academic achievement, financial considerations and program design.

ADJOURNMENT – Hiniker motioned, and Newberg seconded to adjourn the work-study session at 7:29 p.m. Voice vote: All ayes. Motioned carried.

- 3. Negotiations Study Session – A closed session of the school board was convened at 7:37 p.m. in Room 201 at District Center to consider strategy for labor negotiations with the district’s paraprofessionals, pursuant to Minnesota Statutes 179.A.01 to 179.A.25. Board members present: Hiniker, Kimball, Mullin, Newberg, Storey, Swanson, Chapman. Administration present: Lovett, Kazmierczak, Daniels, Swanson.

- C. **ADJOURNMENT** – Hiniker motioned, and Newberg seconded to adjourn the closed session at 8:04 p.m. Voice vote: All ayes. Motion carried.

Submitted by: Lori Swanson, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Consent Agenda**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance**
and Operations
Mary Vaske, Accountant

Background:

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

Recommendation:

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

White Bear Lake Area Schools

Electronic Transfers - November

	<u>11/14/2014</u>	<u>11/28/2014</u>
Direct Deposit 397109-398510	1,759,694.67	
U.S. Treasury (FICA, Medicare, withholding)	615,383.89	
MN State Income Tax	99,090.98	
PERA	91,501.15	
TRA	294,243.94	
ING	4,819.31	
American Funds	73,763.73	
White Bear Lake Teacher's Association	36,673.18	
State of MN Levies	308.05	
Direct Deposit 398511-399898		1,665,328.24
U.S. Treasury (FICA, Medicare, withholding)		632,042.33
MN State Income Tax		101,494.22
PERA		91,594.32
TRA		298,806.24
ING		4,819.31
American Funds		73,840.19
White Bear Lake Teacher's Association		36,024.02
State of MN Levies		308.05

Check Nbr	Vendor Name	Check Date	Check Amount
57249	AIG	11/07/2014	5,933.75
57250	AMAZON	11/07/2014	1,021.14
57251	AMAZON	11/07/2014	178.34
57252	AMERICAN UNITED LIFE	11/07/2014	58,355.64
57253	AMERIPRISE FINANCIAL SERVICES	11/07/2014	13,767.09
57254	ASSOC OF METROPOLITAN SCHOOL D	11/07/2014	30.00
57255	AXA EQUITABLE	11/07/2014	36,138.88
57256	EDUCATION MN ESI BILLING TRUST	11/07/2014	24,669.02
57257	GREAT LAKES HIGHER EDUC GUARAN	11/07/2014	364.11
57258	GURSTEL CHARGO ATTORNEYS AT LA	11/07/2014	311.00
57259	INTERNAL REVENUE SERVICE	11/07/2014	516.89
57260	IUOE LOCAL 70	11/07/2014	2,169.13
57261	LANO EQUIPMENT INC	11/07/2014	1,168.15
57262	MESSERLI & KRAMER PA	11/07/2014	575.00
57263	METROPOLITAN LIFE	11/07/2014	2,941.41
57264	MN CHILD SUPPORT	11/07/2014	1,994.60
57265	MUSKE, RICHARD L	11/07/2014	50.00
57266	NEW HOPE CINEMA GRILL	11/07/2014	200.00
57267	SCHOOL SERVICE EMPLOYEES	11/07/2014	5,718.22
57268	US DEPT OF EDUCATION	11/07/2014	456.14
57269	VANGUARD SMALL BUSINESS SERVIC	11/07/2014	26,908.65
57270	THE WORKS	11/07/2014	1,434.72
22	Computer	Check(s) For a Total of	184,901.88

	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
	22	Computer	Checks For a Total of	184,901.88
Total For	22	Manual, Wire Tran, ACH & Computer Checks		184,901.88
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		184,901.88

Check Nbr	Vendor Name	Check Date	Check Amount
141500509	ABU-SHARKH, LUBNA MF	11/11/2014	251.90
141500510	ADAMS, LINDA J	11/11/2014	78.34
141500511	ANDERSON, CHRISTINE E	11/11/2014	292.06
141500512	ANDERSON, JAMES R	11/11/2014	100.00
141500513	ANDERSON, JON C	11/11/2014	85.32
141500514	ANDERSON, JULIE C	11/11/2014	50.30
141500515	ANDERSON, MARGARET ANN	11/11/2014	187.04
141500516	ANDERSON, MELISSA KAY	11/11/2014	96.60
141500517	BERNDT, MICHELE R	11/11/2014	174.61
141500518	BERNIER, CARYN S	11/11/2014	288.16
141500519	BERNIER, JAMES L	11/11/2014	45.00
141500520	BLADE, JULIE M MAKER	11/11/2014	164.64
141500521	BOGENHOLM, SHERRY J	11/11/2014	195.00
141500522	BOLL, SHAWNA M	11/11/2014	30.00
141500523	BRODT, STACY ANN	11/11/2014	122.44
141500524	BROOKSHAW, SUSAN ELIZABETH	11/11/2014	123.79
141500525	CHRISTENSEN, JOSEPH C	11/11/2014	34.50
141500526	DEEN, DENISE T	11/11/2014	628.32
141500527	DERBY, SARA A	11/11/2014	329.47
141500528	DESTACHE, DANIEL JAMES	11/11/2014	115.92
141500529	DEUEL, LYN M	11/11/2014	49.00
141500530	DYMIT, MARIE S	11/11/2014	90.72
141500531	EDGELL, JANE E	11/11/2014	193.20
141500532	ELLEFSEN, JULEE T	11/11/2014	53.20
141500533	ENGSTRAN, PAUL A	11/11/2014	40.00
141500534	FINK, AVIS A	11/11/2014	812.48
141500535	FUHRMAN, SARAH J	11/11/2014	36.90
141500536	GEDNALSKE, KIRK M	11/11/2014	49.00
141500537	GRANGER, BARBARA J	11/11/2014	147.03
141500538	GRAY, DONALD E	11/11/2014	192.08
141500539	HAMMEKEN, GRACIELA E	11/11/2014	27.80
141500540	INDLECOFFER, TRACI D	11/11/2014	50.32
141500541	IVEY, JEFFREY D	11/11/2014	129.36
141500542	JORGENSEN, AMY L	11/11/2014	443.04
141500543	KELLEY, DEBRA K	11/11/2014	130.00
141500544	KNAPPENBERGER, KENDRA J	11/11/2014	75.00
141500545	KOPP, COLLEEN M	11/11/2014	39.00
141500546	KOTILINEK, FAY P	11/11/2014	84.28
141500547	KRAMLINGER, TRACEY A	11/11/2014	40.00
141500548	LAMWERS, LINDSAY M	11/11/2014	228.85
141500549	LYONS, CHRISTOPHER A	11/11/2014	83.00
141500550	MANN, KATHERINE L	11/11/2014	28.56
141500551	MARTINSON, KARA S	11/11/2014	50.89
141500552	MARTY, JENNA M	11/11/2014	40.00
141500553	MCDOWELL, ROBERT C	11/11/2014	625.95
141500554	MELQUIST, NANCY J	11/11/2014	331.96
141500555	MICKELSON, DANIELLE M	11/11/2014	416.20
141500556	MISGEN, MARK A	11/11/2014	176.70
141500557	MORTENSEN, KIM K	11/11/2014	100.00
141500558	MOWERY, TRACY L	11/11/2014	443.24

Check Nbr	Vendor Name	Check Date	Check Amount
141500559	MUELLER, JUDITH K	11/11/2014	44.66
141500560	NADEAU, MARGARET M	11/11/2014	561.20
141500561	NASVIK, CRAIG S	11/11/2014	349.00
141500562	NOHR, KATIE JO	11/11/2014	29.66
141500563	OLMSTEAD, DIANE M	11/11/2014	45.00
141500564	OLSON, VICKI S	11/11/2014	180.00
141500565	OSTERLUND, MARY	11/11/2014	33.60
141500566	PARSHALL, DANIELLE M	11/11/2014	49.96
141500567	PEARSON, JILL M	11/11/2014	125.70
141500568	PETERSON, BETSY J	11/11/2014	55.73
141500569	PLANA, CHRISTINE M	11/11/2014	140.19
141500570	POKORNY, MARY J	11/11/2014	225.89
141500571	POUPORE, JULIANNE	11/11/2014	32.98
141500572	RASMUSSEN, JEAN H	11/11/2014	1,273.24
141500573	RICHARDSON, SUSAN	11/11/2014	65.00
141500574	RIEBOW, MATTHEW R	11/11/2014	130.00
141500575	ROESER, DANIEL WILLIAM	11/11/2014	217.00
141500576	SCHIELE, LACEY L	11/11/2014	12.60
141500577	SCHMIDT, DANIEL Q	11/11/2014	113.94
141500578	SCHWEIZER, JENNIFER M	11/11/2014	102.30
141500579	SHEA, BRENDA B	11/11/2014	69.00
141500580	SITKA, LEAH M	11/11/2014	39.00
141500581	SOLBERG, SARAH K	11/11/2014	120.91
141500582	SQUIRE, BARBARA A	11/11/2014	5.04
141500583	STEPHAN, SUSAN K	11/11/2014	51.99
141500584	STIRLING, CONNIE B	11/11/2014	45.36
141500585	TOUSSAINT, JANEL PHYLLIS	11/11/2014	47.02
141500586	TROSKE, CARRIE L	11/11/2014	52.64
141500587	VAUGHN, DEBRA JEAN	11/11/2014	60.00
141500588	WALKER, DEBRA R	11/11/2014	13.98
141500589	WILDMAN HILAL, ANDREA L	11/11/2014	217.84
141500590	WILLIAMS, LAURA L	11/11/2014	605.92
82	ACH	Check(s) For a Total of	13,717.52

ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	82	ACH	Checks For a Total of	13,717.52
	0	Computer	Checks For a Total of	0.00
Total For	82	Manual, Wire Tran, ACH & Computer Checks		13,717.52
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		13,717.52

Check Nbr	Vendor Name	Check Date	Check Amount
57271	4IMPRINT INC	11/13/2014	1,157.48
57272	AARP DRIVER SAFETY PROGRAM	11/13/2014	330.00
57273	AARP DRIVER SAFETY PROGRAM	11/13/2014	325.00
57274	AARP DRIVER SAFETY PROGRAM	11/13/2014	290.00
57275	ABLENET INC	11/13/2014	184.80
57276	ACCURATE LABEL DESIGNS	11/13/2014	216.95
57277	AGROPUR INC	11/13/2014	33,698.15
57278	ALL AROUND FUN	11/13/2014	300.00
57279	AMAZON	11/13/2014	339.26
57280	AMERICAN MESSAGING	11/13/2014	98.67
57281	AMERIPRIDE SERVICES	11/13/2014	845.73
57282	ANOKA HIGH SCHOOL	11/13/2014	250.00
57283	APPLE COMPUTER INC	11/13/2014	379.00
57284	APPLE VALLEY HIGH SCHOOL	11/13/2014	125.00
57285	APPLIED ENVIRONMENTAL SCI INC	11/13/2014	4,400.00
57286	ARMSTRONG HIGH SCHOOL	11/13/2014	220.00
57287	AMER SPEECH LANG HEARING ASSOC	11/13/2014	225.00
57288	AUTENRIEB, AMY	11/13/2014	60.00
57289	AVON BUSINESS FORMS & PROMOTIO	11/13/2014	241.00
57290	BAERMAN, SCOTT	11/13/2014	70.00
57291	BALFOUR MN LLC	11/13/2014	104.00
57292	BARNES & NOBLE	11/13/2014	159.02
57293	BECK, JESSICA ANN	11/13/2014	25.00
57294	BEHLOW, DAVID	11/13/2014	190.65
57295	BENDER, CARMEN	11/13/2014	120.00
57296	BILL WEIGEL SIGNS	11/13/2014	517.50
57297	BLUE BELL ENTERPRISES INC	11/13/2014	5,882.44
57298	BRAMSCHER, JUDEE	11/13/2014	56.60
57299	BRAUM, ANDREW	11/13/2014	85.00
57300	BREAKDOWN SPORTS USA	11/13/2014	125.00
57301	BREY, ANGELA M	11/13/2014	25.00
57302	THE BUG COMPANY	11/13/2014	16.00
57303	BUILDING RESTORATION CORPORATI	11/13/2014	45,809.00
57304	CAMBIUM LEARNING INC	11/13/2014	989.67
57305	THE CAMBRIAN GROUP	11/13/2014	3,790.00
57306	CAMP ST CROIX	11/13/2014	5,074.00
57307	CAPTURE VIDEO	11/13/2014	3,350.00
57308	CARDWELL, EMILY	11/13/2014	1,181.73
57309	CATALYST INSTITUTE	11/13/2014	8,190.00
57310	CAYETANO, MARIA	11/13/2014	16.30
57311	CDW GOVERNMENT INC	11/13/2014	102.69
57312	CENGAGE LEARNING	11/13/2014	165.00
57313	CENTENNIAL HIGH SCHOOL ISD #12	11/13/2014	300.00
57314	CENTER STAGE PRODUCTIONS	11/13/2014	669.98
57315	CENTRAL MECHANICAL CO	11/13/2014	1,612.44
57316	CENTURY COLLEGE	11/13/2014	1,140.00
57317	CENTURY RESOURCES INC	11/13/2014	918.32
57318	CERTIFIED LABORATORIES	11/13/2014	680.37
57319	THE CHILDREN'S THEATRE COMPANY	11/13/2014	1,279.00
57320	CLASSROOM LIBRARY CO	11/13/2014	128.30

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57321	CONSTRUCTION MANAGEMENT BUILDI	11/13/2014	28,750.66
57322	COBORNS DELIVERS	11/13/2014	483.66
57323	COCA-COLA BOTTLING MIDWEST CO	11/13/2014	197.76
57324	COMCAST	11/13/2014	5.27
57325	COMCAST	11/13/2014	10.44
57326	CONNEY SAFETY	11/13/2014	325.16
57327	CONTINENTAL RESEARCH CORP	11/13/2014	572.86
57328	COOPET, RIKKI LYNN	11/13/2014	25.00
57329	COOPS SPORTSWEAR	11/13/2014	768.00
57330	COPY IMAGES INC	11/13/2014	358.80
57331	COPY IMAGES INC	11/13/2014	1,215.75
57332	CPHS COMP	11/13/2014	594.00
57333	CRISIS PREVENTION INSTITUTE IN	11/13/2014	150.00
57334	CRIMSON CHEERLEADING	11/13/2014	660.00
57335	CUB FOODS STILLWATER	11/13/2014	252.67
57336	CULLIGAN BOTTLED WATER	11/13/2014	117.00
57337	CUSTOM INK LLC	11/13/2014	965.52
57338	D ERVASTI SALES CO LLC	11/13/2014	937.60
57339	DAKOTA TRUCK UNDERWRITERS	11/13/2014	153.93
57340	Vendor Continued Check	11/13/2014	0.00
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57342	DALCO CORPORATION	11/13/2014	11,468.28
57343	DAWN SIGN PRESS	11/13/2014	2,885.68
57344	DEGARDNER, DEREK	11/13/2014	57.00
57345	DEGARDNER, RICK	11/13/2014	114.00
57346	DEJARLAIS, MARILYN	11/13/2014	47.60
57347	DELLWOOD HILLS GOLF CLUB	11/13/2014	2,728.93
57348	DELTA EDUCATION	11/13/2014	48.44
57349	DESIGNER SIGN SYSTEMS INC	11/13/2014	194.12
57350	DEX MEDIA EAST INC	11/13/2014	138.00
57351	DEY DISTRIBUTING	11/13/2014	16.10
57352	DISCOUNT SCHOOL SUPPLY	11/13/2014	1,266.69
57353	DIVERSIFIED SNACK DISTRIBUTION	11/13/2014	6,751.17
57354	DOMINOS PIZZA	11/13/2014	129.50
57355	DOMINOS PIZZA	11/13/2014	487.98
57356	DONATELLI'S	11/13/2014	456.54
57357	DOOR SERVICE COMPANY	11/13/2014	293.00
57358	DOWN SYNDROME ASSOCIATION OF M	11/13/2014	100.00
57359	EAST METRO INTEGRATION DIST 60	11/13/2014	108,969.16
57360	EBSCO INFORMATION SERV	11/13/2014	716.24
57361	ECKROTH MUSIC	11/13/2014	181.00
57362	EDINA CHEERLEADING	11/13/2014	594.00
57363	EDVOTEK	11/13/2014	111.40
57364	EESCO UNITED ELECTRIC	11/13/2014	980.61
57365	ELECTRIC MOTOR REPAIR	11/13/2014	134.35
57366	ELEVATION INC	11/13/2014	603.72
57367	EXPANDING EXPRESSION	11/13/2014	251.90
57368	F&N OPERATIONS LLC	11/13/2014	1,171.98
57369	FAN CLOTH PRODUCTS LLC	11/13/2014	1,285.00
57370	FANG, MARY	11/13/2014	80.00

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57371	FASTENAL COMPANY	11/13/2014	17.93
57372	FLAGHOUSE INC	11/13/2014	93.90
57373	FLINN SCIENTIFIC INC	11/13/2014	131.88
57374	FLOCABULARY	11/13/2014	384.00
57375	FOLLETT SCHOOL SOLUTIONS INC	11/13/2014	924.94
57376	FOOF STORE	11/13/2014	112.00
57377	FRATTALONES HARDWARE STORES	11/13/2014	729.41
57378	FUN AND FUNCTION	11/13/2014	78.94
57379	GARVEY, PATRICIA	11/13/2014	25.50
57380	GAST, KRISTIN	11/13/2014	120.00
57381	GENERAL SECURITY SERVICES CORP	11/13/2014	524.00
57382	GIBBS MUSEUM OF PIONEER &	11/13/2014	444.00
57383	GOPHER	11/13/2014	1,207.10
57384	GRAFFIC TRAFFIC LLC	11/13/2014	147.00
57385	Vendor Continued Check	11/13/2014	0.00
57386	GRAINGER	11/13/2014	1,948.34
57387	GRANDMA'S BAKERY INC	11/13/2014	251.20
57388	GRAZZINI BROTHERS & CO	11/13/2014	7,780.50
57389	GREATAMERICA FINANCIAL SERVICE	11/13/2014	383.65
57390	GROTH MUSIC CO	11/13/2014	1,783.64
57391	GTM SPORTSWEAR	11/13/2014	630.00
57392	GUILFORD PUBLICATIONS	11/13/2014	16.95
57393	H & B SPECIALIZED PRODUCTS	11/13/2014	66,920.85
57394	HAAG, LOIS	11/13/2014	12.75
57395	HALL, BARBARA	11/13/2014	64.00
57396	HALLBERG ENGINEERING INC	11/13/2014	21,161.72
57397	HANDLEBAR PERCUSSION	11/13/2014	74.26
57398	HANDWRITING WITHOUT TEARS	11/13/2014	38.45
57399	HANSEN, KENDRA M	11/13/2014	25.00
57400	HEALTHPARTNERS MEDICAL GROUP	11/13/2014	220.00
57401	HERC-U-LIFT	11/13/2014	773.20
57402	HOGLUND BUS AND TRUCK CO	11/13/2014	907.77
57403	HOLLEN, KATHERINE	11/13/2014	266.00
57404	HOUCHEN BINDERY LTD	11/13/2014	1,879.00
57405	HOUCK ED D, BONNIE D	11/13/2014	1,550.85
57406	HOWARD, JOAN A	11/13/2014	46.75
57407	HUGO EQUIPMENT CO	11/13/2014	158.39
57408	INTERCULTURAL DEVMT INVENTORY	11/13/2014	704.00
57409	Vendor Continued Check	11/13/2014	0.00
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57412	Vendor Continued Check	11/13/2014	0.00
57413	Vendor Continued Check	11/13/2014	0.00
57414	IFD	11/13/2014	140,311.50
57415	IMPACT FUNDRAISING LLC	11/13/2014	120.00
57416	INNOVATIVE OFFICE SOLUTIONS	11/13/2014	8,466.86
57417	INSTITUTE FOR MULTI SENSORY ED	11/13/2014	13.99
57418	INTEGRA TELECOM	11/13/2014	319.02
57419	INTEGRA	11/13/2014	1,098.48
57420	ISD #623 ROSEVILLE AREA SCHOOL	11/13/2014	35,500.00

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57421	JIMMY'S CONFERENCE & BANQUET C	11/13/2014	450.00
57422	JOHNSON, JUDITH ANN	11/13/2014	265.00
57423	JOHNSON CONTROLS INC	11/13/2014	1,746.18
57424	JOKINEN, PAUL WARREN	11/13/2014	381.70
57425	JONES, DAVID E	11/13/2014	60.00
57426	Vendor Continued Check	11/13/2014	0.00
57427	JW PEPPER & SON INC	11/13/2014	757.84
57428	K JOHNSON CONSTRUCTION	11/13/2014	13,768.35
57429	KARLSBURGER FOODS INC	11/13/2014	912.87
57430	KASSON-MANTORVILLE SCHOOL	11/13/2014	225.00
57431	KELLINGTON CONSTRUCTION INC	11/13/2014	24,692.86
57432	KENT AUTOMOTIVE	11/13/2014	110.49
57433	KLOSTER, MARY	11/13/2014	17.00
57434	KOEHNEN, KAY	11/13/2014	19.00
57435	KOREEN, GLORIA	11/13/2014	36.33
57436	KORNEY BOARD AIDS INC (KBA)	11/13/2014	1,107.95
57437	L'ALLIER CONCRETE INC	11/13/2014	1,650.00
57438	LAKEVIEW ELECTRICAL SERVICES	11/13/2014	700.00
57439	LAMWERS, LINDSAY M	11/13/2014	4,000.00
57440	LANDS BEST FOODS	11/13/2014	3,659.85
57441	LANGERS	11/13/2014	3,850.00
57442	LARSON, MELANIE	11/13/2014	20.00
57443	LAVALLEE, GEORGE D	11/13/2014	20.00
57444	LAVALLE, JOHN	11/13/2014	25.00
57445	LEARNING FORWARD	11/13/2014	660.00
57446	LEARNING A-Z	11/13/2014	874.30
57447	LEARNING THINGS	11/13/2014	98.25
57448	LINNEMAN, RON ROBERT	11/13/2014	25.00
57449	LOFFLER	11/13/2014	132.99
57450	LOWERY MCDONNELL CO	11/13/2014	7,308.08
57451	L T G POWER EQUIPMENT	11/13/2014	92.27
57452	MN ASSOC OF ALTERNATIVE PROGRA	11/13/2014	75.00
57453	MACINTOSH, LANETTE	11/13/2014	25.00
57454	MN ASSOC FOR CHILDREN'S MENTAL	11/13/2014	387.00
57455	MARCO, INC	11/13/2014	968.92
57456	MARIS LLC	11/13/2014	280.00
57457	MARTIN-MCALLISTER	11/13/2014	1,800.00
57458	MAX INTERACTIVE INC	11/13/2014	3,781.23
57459	MCDONOUGH'S WATERJETTING AND	11/13/2014	1,665.25
57460	METRO DINING CLUB	11/13/2014	1,428.00
57461	MID CITY SERVICES - INDUSTRIAL	11/13/2014	2,141.55
57462	MIDAMERICA ADMIN & RETIREMENT	11/13/2014	2,290.00
57463	MIDWEST BUS PARTS INC	11/13/2014	51.75
57464	MIDWEST EDUC CONSULTANTS	11/13/2014	2,100.00
57465	MINNETONKA CHEERLEADING	11/13/2014	762.00
57466	MINVALCO INC	11/13/2014	2,284.60
57467	MN MIDDLE SCHOOL ASSOC	11/13/2014	320.00
57468	MN COACHES INC	11/13/2014	3,671.00
57469	MN CONWAY FIRE & SAFETY	11/13/2014	960.40
57470	Vendor Continued Check	11/13/2014	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
57471	Vendor Continued Check	11/13/2014	0.00
57472	MN DEPT OF LABOR & INDUSTRY	11/13/2014	750.00
57473	MN ELEVATOR INC	11/13/2014	290.77
57474	MN HISTORICAL SOCIETY	11/13/2014	100.00
57475	MN PREMIER PUBLICATIONS	11/13/2014	1,316.00
57476	MN STATE HIGH SCHOOL LEAGUE	11/13/2014	24.00
57477	MN STATE UNIV MANKATO	11/13/2014	2,700.00
57478	MN WRESTLING EVENTS, LLC	11/13/2014	275.00
57479	MN ASSOC FOR FAMILY & EARLY ED	11/13/2014	60.00
57480	MOBILE RADIO ENGINEERING INC	11/13/2014	106.20
57481	MODEL ME KIDS LLC	11/13/2014	31.90
57482	MOORHEAD MACHINERY & BOILER CO	11/13/2014	22,350.00
57483	MOUNDS VIEW HIGH SCHOOL	11/13/2014	100.00
57484	MP NEXLEVEL LLC	11/13/2014	65.00
57485	MPLS SOUTH HIGH SCHOOL	11/13/2014	225.00
57486	MUELLER, AMY LIND	11/13/2014	28.00
57487	MVP & ASSOC	11/13/2014	3,250.00
57488	NASCO	11/13/2014	161.78
57489	NESS ELECTRONICS INC	11/13/2014	1,895.88
57490	NEW WAY HYPNOSIS CLINC INC	11/13/2014	440.00
57491	NEWPOWER, WYATT DAVID	11/13/2014	11.16
57492	NATL FED OF STATE HGH SCH ASSO	11/13/2014	245.00
57493	NICE GUY TECH LLC	11/13/2014	466.90
57494	NORCENTRONIX DISTRIBUTING	11/13/2014	150.00
57495	NORTH CENTRAL TRUCK EQUIPMENT	11/13/2014	1,328.41
57496	NORTH MEMORIAL URGENT CARE	11/13/2014	194.00
57497	NORTH STAR BANK	11/13/2014	7,364.00
57498	NORTHEAST METRO INTERMEDIATE D	11/13/2014	4,125.00
57499	NORTHERN FOREST PRODUCTS LLC	11/13/2014	1,478.89
57500	Vendor Continued Check	11/13/2014	0.00
57501	NORTHWEST SHEETMETAL CO OF ST	11/13/2014	8,527.69
57502	O'NEIL, LOIS	11/13/2014	23.79
57503	O'REILLY AUTOMOTIVE INC	11/13/2014	1,402.96
57504	OFFICE DEPOT	11/13/2014	30.71
57505	Vendor Continued Check	11/13/2014	0.00
57506	ON SITE SANITATION INC	11/13/2014	800.00
57507	ORCA BOOK PUBLISHERS	11/13/2014	52.76
57508	OSOWSKI, BETTY J	11/13/2014	30.00
57509	OXYGEN SERVICE CO INC	11/13/2014	47.84
57510	PAMS LUNCHROOM LLC	11/13/2014	7,964.23
57511	PARKOS CONSTRUCTION CO INC	11/13/2014	25,875.15
57512	PAYSCALE INC	11/13/2014	7,999.00
57513	PCS REVENUE CONTROL SYSTEMS IN	11/13/2014	605.00
57514	PFEFFER'S CLEANERS	11/13/2014	216.94
57515	PINE TREE APPLE ORCHARD	11/13/2014	2,296.00
57516	PIONEER PRESS	11/13/2014	68.40
57517	PITNEY BOWES INC	11/13/2014	229.00
57518	PLAY WITH A PURPOSE	11/13/2014	614.11
57519	POLAR CHEVROLET MAZDA	11/13/2014	302.86
57520	PRAXAIR DISTRIBUTION INC	11/13/2014	125.45

Check Nbr	Vendor Name	Check Date	Check Amount
57521	PRESS PUBLICATIONS	11/13/2014	1,233.28
57522	PRINTING ENTERPRISES INC	11/13/2014	9,798.25
57523	PRIOR LAKE HIGH SCHOOL	11/13/2014	150.00
57524	PRO-ED INC	11/13/2014	151.80
57525	PROWIRE INC	11/13/2014	2,440.80
57526	R & R SPECIALTIES INC	11/13/2014	34.50
57527	RAMSEY COUNTY PARKS/REC DEPT	11/13/2014	31,548.75
57528	RATTE, JENNY	11/13/2014	30.00
57529	RATWIK ROSZAK & MALONEY PA	11/13/2014	9,717.04
57530	READ NATURALLY INC	11/13/2014	709.50
57531	RICOH AMERICAS CORP	11/13/2014	450.96
57532	ROETTER, DORIS	11/13/2014	17.00
57533	ROSEVILLE AREA HIGH SCHOOL	11/13/2014	200.00
57534	RUDDYS PARTY TOWN INC	11/13/2014	57.04
57535	RUMBLE ON THE RED LLC	11/13/2014	450.00
57536	S & T OFFICE PRODUCTS INC	11/13/2014	189.86
57537	SAFETYFIRST PLAYGROUND SURFACI	11/13/2014	7,331.84
57538	SAFEWAY DRIVING SCHOOL	11/13/2014	6,615.00
57539	SAIKO, KATHY	11/13/2014	25.50
57540	SAINTS NORTH MAPLEWOOD	11/13/2014	1,080.50
57541	SAM'S CLUB/GEMB	11/13/2014	2,479.80
57542	SAM'S CLUB/GEMB	11/13/2014	329.08
57543	SCHMID, RITA	11/13/2014	39.50
57544	SCHMITT MUSIC COMPANY	11/13/2014	6.76
57545	SCHOLASTIC BOOK FAIRS	11/13/2014	1,953.12
57546	SCHOOL HEALTH CORPORATION	11/13/2014	926.34
57547	SEEVER, GRAY	11/13/2014	165.00
57548	SEW SAY IT	11/13/2014	874.50
57549	SHAH, HEIDI	11/13/2014	102.00
57550	SHIFFLER EQUIPMENT SALES INC	11/13/2014	25.08
57551	THE SIDE-OUT FOUNDATION	11/13/2014	1,552.36
57552	SOCIAL THINKING PUBLISHING	11/13/2014	187.50
57553	SODEXHO INC & AFFILIATES	11/13/2014	187.37
57554	SOFTERWARE	11/13/2014	120.00
57555	SPANISH SPECIALISTS AND CONSUL	11/13/2014	235.00
57556	SPECIALTY PROMOTIONS	11/13/2014	1,317.00
57557	SPEED STACKS INC	11/13/2014	364.98
57558	SPORTBOARDZ	11/13/2014	30.80
57559	ST CROIX RECREATION CO INC	11/13/2014	2,467.25
57560	ST PAUL LINOLEUM & CARPET COMP	11/13/2014	17,705.00
57561	Vendor Continued Check	11/13/2014	0.00
57562	STAPLES ADVANTAGE	11/13/2014	7,164.76
57563	STATE SUPPLY CO	11/13/2014	383.93
57564	STAY TUNED PIANO SERVICES	11/13/2014	185.00
57565	STEINBRECHER PAINTING INC	11/13/2014	26,600.00
57566	STORYBOARD FILMS	11/13/2014	2,650.50
57567	STREAMLINE DESIGN INC	11/13/2014	938.00
57568	SUBURBAN/GREEN & WHITE TAXI	11/13/2014	116.52
57569	SUPREME SCHOOL SUPPLY CO	11/13/2014	36.97
57570	SVL SERVICE CORPORATION	11/13/2014	785.00

Check Nbr	Vendor Name	Check Date	Check Amount
57571	SWANSON, STEPHEN	11/13/2014	310.00
57572	SYNCHRONY BANK	11/13/2014	291.21
57573	TARTAN HIGH SCHOOL	11/13/2014	85.00
57574	TEAMWORKS INTERNATIONAL INC	11/13/2014	1,672.40
57575	TELIN TRANSPORTATION GROUP LLC	11/13/2014	217.59
57576	THAYER-MARMITT, CHRISTINA E	11/13/2014	258.44
57577	THELEN HEATING & ROOFING INC	11/13/2014	49,305.00
57578	THURNBECK STEEL FABRICATION	11/13/2014	55,668.10
57579	TIERNEY BROTHERS INC	11/13/2014	2,420.40
57580	TRADE PRESS INC	11/13/2014	2,506.71
57581	TRANS-MISSISSIPPI BIO SUPPLY	11/13/2014	381.23
57582	TRI-STATE BOBCAT	11/13/2014	148.75
57583	TRILITERAL LLC	11/13/2014	422.50
57584	TRIO SUPPLY COMPANY	11/13/2014	21,312.07
57585	TRUCK UTILITIES MFG CO	11/13/2014	22.25
57586	TRUSTED EMPLOYEES	11/13/2014	4,081.00
57587	TWIN CITY ACOUSTICS INC	11/13/2014	3,821.60
57588	TWIN CITY ABC SEAMLESS	11/13/2014	1,349.00
57589	U.S. ENERGY SERVICES INC	11/13/2014	675.00
57590	UHL CO INC	11/13/2014	1,405.50
57591	UNIVERSITY OF MINNESOTA BOOKST	11/13/2014	65.90
57592	UNIVERSITY OF MN SPIRIT SQUADS	11/13/2014	825.00
57593	UNIVERSAL ATHLETIC	11/13/2014	379.97
57594	URBAN COMPANIES	11/13/2014	9,209.06
57595	URBANIAK, WAYNE	11/13/2014	400.00
57596	US FOODS CULINARY EQUIP & SUPP	11/13/2014	81.09
57597	VALLEY TROPHY INC	11/13/2014	114.00
57598	VARSITY SPIRIT FASHIONS	11/13/2014	6,683.18
57599	VBRICK	11/13/2014	459.50
57600	VERIZON WIRELESS	11/13/2014	327.51
57601	VERIZON WIRELESS	11/13/2014	25.01
57602	VERIZON WIRELESS	11/13/2014	35.11
57603	VIKING ELECTRIC SUPPLY	11/13/2014	7,429.58
57604	VIKING INDUSTRIAL CENTER	11/13/2014	164.95
57605	VINCO INC	11/13/2014	40,227.75
57606	WARLING, AMY MARIE	11/13/2014	60.00
57607	WATKINS PUBLISHING HOUSE LLC	11/13/2014	92.39
57608	WB AREA EMERGENCY FOOD SHELF	11/13/2014	44.50
57609	WB AREA EMERGENCY FOOD SHELF	11/13/2014	100.00
57610	WHITE BEAR BOWL	11/13/2014	17.50
57611	WHITE BEAR LOCKSMITH INC	11/13/2014	60.75
57612	Vendor Continued Check	11/13/2014	0.00
57613	WHITE BEAR LAKE (CITY OF)	11/13/2014	5,980.47
57614	WBLA EDUCATIONAL FOUNDATION	11/13/2014	172.49
57615	WELLNER LAW PLLC	11/13/2014	200.00
57616	WESCH, SCOTT	11/13/2014	105.00
57617	WEST MUSIC COMPANY	11/13/2014	2,231.39
57618	WESTERN PSYCHOLOGICAL SERVICES	11/13/2014	194.70
57619	WILLROTH, DUANE	11/13/2014	85.00
57620	WIMER, MARY KATHRYN	11/13/2014	150.00

Check Nbr	Vendor Name	Check Date	Check Amount
57621	WINDSTREAM	11/13/2014	5,078.18
57622	WORLD'S FINEST CHOCOLATE INC	11/13/2014	1,560.00
57623	WTG TERRAZZO & TILE INC	11/13/2014	28,029.75
57624	XEROX CORPORATION	11/13/2014	168.11
57625	XEROX FINANCIAL SERVICES	11/13/2014	309.32
57626	YOUNGBLOOD LUMBER COMPANY	11/13/2014	671.60
57627	ZAPPETILLO, DAVID	11/13/2014	57.00
357	Computer	Check(s) For a Total of	1,203,346.28

Check Nbr	Vendor Name	Check Date	Check Amount
56384	GARMIN	11/13/2014	82.58
56508	CONTINENTAL RESEARCH CORP	11/13/2014	32.54
56765	PRINTING ENTERPRISES INC	11/13/2014	9,798.25
3	Void	Check(s) For a Total of	9,913.37

	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
	357	Computer	Checks For a Total of	1,203,346.28
Total For	357	Manual, Wire Tran, ACH & Computer Checks		1,203,346.28
Less	3	Voided	Checks For a Total of	9,913.37
		Net Amount		1,193,432.91

Check Nbr	Vendor Name	Check Date	Check Amount
141500591	ADAMS, LINDA J	11/18/2014	73.99
141500592	BATENHORST, LYNSEY K	11/18/2014	398.16
141500593	CANNIFF, AMY E	11/18/2014	1,136.68
141500594	ESBOLDT, LISA A	11/18/2014	94.64
141500595	FRANSEN, BRIAN J	11/18/2014	69.44
141500596	FREBURG, BETH R	11/18/2014	35.28
141500597	GARCIA ANDERSON, ODELIS M	11/18/2014	62.34
141500598	GRANGER, BARBARA J	11/18/2014	70.00
141500599	GRANT, SHANNON	11/18/2014	39.69
141500600	GUENTHER, LAURA L	11/18/2014	227.04
141500601	HANZAL, DAVID C	11/18/2014	549.60
141500602	HAWKINSON, STEVEN A	11/18/2014	57.60
141500603	HERMANS, MARY L	11/18/2014	215.00
141500604	HOERNEMANN, WENDY S	11/18/2014	154.84
141500605	HUTCHINGS, KARLIE A	11/18/2014	153.89
141500606	KENTFIELD, KELLY S	11/18/2014	155.00
141500607	KOEHLER, AMANDA L	11/18/2014	28.00
141500608	LAMWERS, LINDSAY M	11/18/2014	76.06
141500609	LANE, JOSHUA L	11/18/2014	30.00
141500610	LEICK, LINDA M	11/18/2014	180.36
141500611	LILLIE, KRISTEN	11/18/2014	40.00
141500612	MALWITZ, REBECCA ANN	11/18/2014	99.00
141500613	MEYERS, PAMELA A	11/18/2014	149.95
141500614	MISGEN, MARK A	11/18/2014	561.80
141500615	MUNDELL, GERALD K	11/18/2014	350.28
141500616	MURPHY, MOLLY C	11/18/2014	49.98
141500617	MUSSER, BEVERLY D	11/18/2014	570.64
141500618	NASVIK, JULIE A	11/18/2014	54.93
141500619	NELSON, STEPHEN R	11/18/2014	42.91
141500620	OUREN, LISA M	11/18/2014	459.76
141500621	PACK, JAMES R	11/18/2014	149.95
141500622	PEARSON, JILL M	11/18/2014	67.71
141500623	PETERSON, BETSY J	11/18/2014	43.68
141500624	PETERSON, LEE ANNE	11/18/2014	220.00
141500625	PLASTER, MARK ANTHONY	11/18/2014	111.44
141500626	PUODZIUNAS, DIANE M	11/18/2014	69.35
141500627	RICHARDSON, SUSAN	11/18/2014	59.97
141500628	ROBERTS, NIKOLE K	11/18/2014	85.12
141500629	RYAN, DENISE M	11/18/2014	132.16
141500630	SAGDALEN, NATALIE R	11/18/2014	65.00
141500631	SIEBENALER, KEVIN R	11/18/2014	292.32
141500632	SKOGEN, MATTHEW K	11/18/2014	89.15
141500633	SMITH, ALLISON K	11/18/2014	82.49
141500634	SUNDER, CARRIE DAMON	11/18/2014	125.44
141500635	SWENSON, EVELYN J	11/18/2014	47.96
141500636	THOM, NANCY L	11/18/2014	24.00
141500637	TLUSTY, MELANIE L	11/18/2014	1,084.72
141500638	TOUSSAINT, JANEL PHYLLIS	11/18/2014	28.55
141500639	WOMERSLEY, KELLY A	11/18/2014	115.00

Check Nbr	Vendor Name	Check Date	Check Amount
49	ACH	Check(s) For a Total of	9,080.87

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	49	ACH	Checks For a Total of	9,080.87
	0	Computer	Checks For a Total of	0.00
Total For	49	Manual, Wire Tran, ACH & Computer Checks		9,080.87
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		9,080.87

Check Nbr	Vendor Name	Check Date	Check Amount
57628	AARP DRIVER SAFETY PROGRAM	11/20/2014	530.00
57629	AMAZON	11/20/2014	516.88
57630	AMAZON	11/20/2014	1,627.62
57631	AMAZON	11/20/2014	509.06
57632	AMAZON	11/20/2014	601.90
57633	AMAZON	11/20/2014	198.16
57634	ANDERSON'S	11/20/2014	274.31
57635	APPLE COMPUTER INC	11/20/2014	2,672.00
57636	BARNHART PERCUSSION SERVICES	11/20/2014	108.00
57637	BARTHOLD	11/20/2014	1,750.10
57638	BEKI COOKS CAKES	11/20/2014	100.00
57639	BLICK ART MATERIALS	11/20/2014	63.06
57640	BLUEBIRD SCREEN PRINT	11/20/2014	1,452.00
57641	CAMP ST CROIX	11/20/2014	155.50
57642	CAPOCASA, JOSEPH M	11/20/2014	115.00
57643	CATALYST GRAPHICS INC	11/20/2014	8,190.00
57644	CAVE, LISA	11/20/2014	317.76
57645	THE CHILDREN'S THEATRE COMPANY	11/20/2014	880.00
57646	THE CHILDREN'S THEATRE COMPANY	11/20/2014	617.00
57647	CITI-CARGO & STORAGE CO INC	11/20/2014	85.00
57648	CLASS 5 INC	11/20/2014	12,918.00
57649	COBETH, MICHELLE	11/20/2014	60.00
57650	COLLER, RONALD	11/20/2014	135.00
57651	COMCAST	11/20/2014	270.55
57652	COMPASS MINERALS	11/20/2014	3,303.87
57653	CONNEY SAFETY	11/20/2014	250.01
57654	CONTINENTAL RESEARCH CORP	11/20/2014	227.59
57655	COON RAPIDS HIGH SCHOOL	11/20/2014	200.00
57656	Vendor Continued Check	11/20/2014	0.00
57657	COPY IMAGES INC	11/20/2014	14,340.01
57658	COPY IMAGES INC	11/20/2014	186.00
57659	CPHS COMP	11/20/2014	240.00
57660	CRIMSON CHEERLEADING	11/20/2014	480.00
57661	CAN THE CLUTTER	11/20/2014	95.00
57662	CUB FOODS OF WHITE BEAR TWSHP	11/20/2014	236.68
57663	DAKOTA TRUCK UNDERWRITERS	11/20/2014	57,244.00
57664	Vendor Continued Check	11/20/2014	0.00
57665	DALCO CORPORATION	11/20/2014	5,951.00
57666	DARTS VMS INC	11/20/2014	742.67
57667	DATA MANAGEMENT INC	11/20/2014	104.00
57668	DEMCO INC	11/20/2014	496.32
57669	DICKERSON, KELLEY JO	11/20/2014	5.00
57670	DISCOUNT SCHOOL SUPPLY	11/20/2014	224.32
57671	DLT SOLUTIONS LLC	11/20/2014	4,821.36
57672	DONATELLI'S	11/20/2014	606.80
57673	ECKERT, BARB	11/20/2014	79.44
57674	EDINA CHEERLEADING	11/20/2014	240.00
57675	EPS LITERACY & INTERVENTION	11/20/2014	460.65
57676	ESSENTRA SPEC TAPES	11/20/2014	64.89
57677	FASTENAL COMPANY	11/20/2014	99.49

Check Nbr	Vendor Name	Check Date	Check Amount
57678	FESTIVAL FOODS-KNOWLAN'S	11/20/2014	92.82
57679	FIRST STUDENT INC	11/20/2014	100.00
57680	FIRST STUDENT INC	11/20/2014	192,181.51
57681	FLOCABULARY	11/20/2014	192.00
57682	FOLLETT SCHOOL SOLUTIONS INC	11/20/2014	73.90
57683	FAIRVIEW SPORTS & ORTHOPEDIC C	11/20/2014	100.00
57684	G&K SERVICES	11/20/2014	1,213.06
57685	GALLAGHERS NORTHWESTERN TIRE C	11/20/2014	2,173.72
57686	GILL ATHLETICS INC	11/20/2014	40.00
57687	GILLETTE CHILDREN'S SPECIALTY	11/20/2014	1,063.93
57688	GLOBAL EQUIPMENT COMPANY INC	11/20/2014	475.90
57689	GMS INDUSTRIAL SUPPLIES INC	11/20/2014	453.33
57690	GOPHER	11/20/2014	469.44
57691	GRAINGER	11/20/2014	2,442.95
57692	GRANDMA'S BAKERY INC	11/20/2014	157.85
57693	GRANNA, ZACHARY THOMAS	11/20/2014	15.00
57694	GREER, DENISE	11/20/2014	15.00
57695	GROTH MUSIC CO	11/20/2014	240.22
57696	HANKINS, RYAN	11/20/2014	90.00
57697	HEINEMANN	11/20/2014	207.90
57698	HIGHLAND VALLEY FARM	11/20/2014	1,140.00
57699	HISDAHL INC	11/20/2014	187.50
57700	HOANG, CONG	11/20/2014	360.00
57701	HOGLUND BUS AND TRUCK CO	11/20/2014	1,107.80
57702	HOPKINS GIRLS BASKETBALL BOOST	11/20/2014	50.00
57703	Vendor Continued Check	11/20/2014	0.00
57704	INNOVATIVE OFFICE SOLUTIONS	11/20/2014	35,141.73
57705	INTL BOOK IMPORT SERVICE	11/20/2014	50.65
57706	ISD #270 HOPKINS SCHOOL DISTRI	11/20/2014	2,016.00
57707	ISD #742 ST CLOUD AREA SCHOOLS	11/20/2014	610.80
57708	ISD #8492 NEW DOMINION SCHOOL	11/20/2014	5,375.10
57709	IXL LEARNING	11/20/2014	249.00
57710	JOHNSON CONTROLS INC	11/20/2014	849.50
57711	JUNIOR LIBRARY GUILD	11/20/2014	354.00
57712	K12 TRANSPORTATION MGMT SERVIC	11/20/2014	49,769.66
57713	KASSETH, NANCY	11/20/2014	158.88
57714	KATH FUEL OIL SERVICE CO	11/20/2014	28,393.92
57715	KENT AUTOMOTIVE	11/20/2014	28.29
57716	KIMBALL MIDWEST	11/20/2014	174.53
57717	KITTELSON MARKETING CO INC	11/20/2014	4,183.20
57718	KNOW THEATRE OF CINCINNATI	11/20/2014	1,115.00
57719	KRAFT CONTRACTING & MECHANICAL	11/20/2014	10,293.96
57720	KRAUS ANDERSON CONSTRUCTION CO	11/20/2014	40,415.07
57721	LANGUAGE LINE SERVICES	11/20/2014	382.96
57722	LORENZ BUS SERVICE INC	11/20/2014	4,199.04
57723	L T G POWER EQUIPMENT	11/20/2014	30.76
57724	MATOSKA INTL PTO	11/20/2014	270.42
57725	MBDA	11/20/2014	30.00
57726	MCBRIDE, STACIE R	11/20/2014	158.88
57727	MCELMURY, JACY JAMES	11/20/2014	10.00

Check Nbr	Vendor Name	Check Date	Check Amount
57728	MEADOR, BOBBI JO	11/20/2014	26.15
57729	MEDICARE PREMIUM COLLECTION CT	11/20/2014	159.00
57730	MEDTOX LABORATORIES	11/20/2014	110.40
57731	METROPOLITAN PRINCIPALS ACADEM	11/20/2014	175.00
57732	MID CITY SERVICES - INDUSTRIAL	11/20/2014	107.43
57733	MIDWEST BUS PARTS INC	11/20/2014	52.80
57734	MINVALCO INC	11/20/2014	462.00
57735	MN BOARD OF SCHOOL ADMINISTRAT	11/20/2014	75.00
57736	MN DEPT OF HEALTH	11/20/2014	35.00
57737	MN STATE UNIV MANKATO	11/20/2014	27,000.00
57738	MN SCHOOL AGE CARE ALLIANCE	11/20/2014	585.00
57739	MOBERG, LYNDELL	11/20/2014	79.44
57740	MOGREN TURF LLP	11/20/2014	195.00
57741	MOLITOR, JOYCE	11/20/2014	158.88
57742	MURPHY, LYNNE M	11/20/2014	90.00
57743	NAC MECHANICAL & ELECTRICAL SE	11/20/2014	514.06
57744	NASP INC	11/20/2014	580.00
57745	NCS PEARSON INC	11/20/2014	300.00
57746	NORTH CENTRAL TRUCK EQUIPMENT	11/20/2014	445.50
57747	NORTH SUBURBAN TOWING	11/20/2014	225.00
57748	NORTHWEST GRAPHIC SUPPLY CO	11/20/2014	203.89
57749	NOVINSKA, TOD	11/20/2014	270.00
57750	NOW MICRO INC	11/20/2014	2,133.00
57751	NORTHWEST SHEETMETAL CO OF ST	11/20/2014	3,751.23
57752	O'REILLY AUTOMOTIVE INC	11/20/2014	2,950.28
57753	OFFICE DEPOT	11/20/2014	238.55
57754	ON SITE SANITATION INC	11/20/2014	108.00
57755	OXYGEN SERVICE CO INC	11/20/2014	24.18
57756	PAINTERS GEAR	11/20/2014	283.27
57757	PARK NICOLLETT INSTITUTE	11/20/2014	95.00
57758	PARTS NOW ! LLC	11/20/2014	158.40
57759	PM ENTERPRISES	11/20/2014	425.00
57760	Vendor Continued Check	11/20/2014	0.00
57761	POLAR ELECTRO INC	11/20/2014	1,750.00
57762	POLAR CHEVROLET MAZDA	11/20/2014	963.74
57763	POSTMASTER	11/20/2014	147.00
57764	POSTMASTER	11/20/2014	49.00
57765	PRO-ED INC	11/20/2014	68.20
57766	PUSH PEDAL PULL	11/20/2014	340.00
57767	RAMSEY COUNTY COMM HUMAN SVCS	11/20/2014	30,474.00
57768	READ NATURALLY INC	11/20/2014	749.00
57769	REDWOOD TOXICOLOGY LABORATORY	11/20/2014	203.00
57770	REGENTS OF THE UNIV OF MN	11/20/2014	425.00
57771	RELIABLE MEDICAL SUPPLY INC	11/20/2014	2,628.80
57772	RICHARD ALAN PRODUCTIONS	11/20/2014	450.00
57773	ROTARY CLUB	11/20/2014	250.00
57774	S & T OFFICE PRODUCTS INC	11/20/2014	337.15
57775	SALZMAN-HANKINS, SHARI	11/20/2014	90.00
57776	SCHARBER & SONS	11/20/2014	732.73
57777	SCHLUENDER, LINDA	11/20/2014	317.76

Check Nbr	Vendor Name	Check Date	Check Amount
57778	SCHMITT MUSIC COMPANY	11/20/2014	81.00
57779	SCHOLASTIC INC	11/20/2014	949.32
57780	SCHOOL LIBRARY JOURNAL	11/20/2014	88.99
57781	SENTRY SYSTEMS INC	11/20/2014	865.00
57782	SCHOOL NUTRITION ASSOC (SNA)	11/20/2014	83.00
57783	SOCIAL THINKING PUBLISHING	11/20/2014	242.00
57784	SOUTHWEST BINDING & LAMINATING	11/20/2014	408.73
57785	SPECIALTY PROMOTIONS	11/20/2014	321.25
57786	STREAMLINE DESIGN INC	11/20/2014	360.00
57787	SUNRISE PARK PTO	11/20/2014	1,200.00
57788	SUPER DUPER PUBLICATIONS	11/20/2014	329.49
57789	SVAC, NICK	11/20/2014	77.00
57790	TARGET COMMERCIAL INTERIORS	11/20/2014	400.00
57791	TEACHING STRATEGIES INC	11/20/2014	167.83
57792	TEAMWORKS INTERNATIONAL INC	11/20/2014	12,579.68
57793	TEXT HELP SYSTEMS INC	11/20/2014	1,350.00
57794	TIERNEY BROTHERS INC	11/20/2014	1,484.98
57795	TIES	11/20/2014	882.08
57796	TRADE PRESS INC	11/20/2014	1,057.00
57797	Vendor Continued Check	11/20/2014	0.00
57798	TRAVEL LEADERS	11/20/2014	3,836.05
57799	TRAVEL LEADERS	11/20/2014	13,443.48
57800	TRI-STATE BOBCAT	11/20/2014	561.84
57801	TROJES	11/20/2014	64.00
57802	TRUCK UTILITIES MFG CO	11/20/2014	948.13
57803	TURFWERKS INC	11/20/2014	8,114.26
57804	TWIN CITY JANITOR SUPPLY CO	11/20/2014	120.51
57805	UNIVERSITY OF MN SPIRIT SQUADS	11/20/2014	600.00
57806	Vendor Continued Check	11/20/2014	0.00
57807	US FOODS CULINARY EQUIP & SUPP	11/20/2014	1,602.00
57808	VARSITY SPIRIT FASHIONS	11/20/2014	74.45
57809	VENBURG TIRE CO	11/20/2014	110.20
57810	VISI	11/20/2014	525.00
57811	WARNERS' STELLIAN	11/20/2014	488.91
57812	WASHINGTON CO PUBLIC HEALTH	11/20/2014	1,344.00
57813	WASTE MANAGEMENT OF WI-MN	11/20/2014	16,156.11
57814	WATERS, FAITH	11/20/2014	158.88
57815	WHITE BEAR LOCKSMITH INC	11/20/2014	63.70
57816	WHITE BEAR LAKE ROTARY CLUB	11/20/2014	231.50
57817	WEIDT, KATHERINE ROSE	11/20/2014	5.00
57818	WELLNER LAW PLLC	11/20/2014	200.00
57819	WEST MUSIC COMPANY	11/20/2014	3,911.62
57820	WESTERN PSYCHOLOGICAL SERVICES	11/20/2014	227.70
57821	WHALEN, KRISTIN	11/20/2014	208.51
57822	WILLIAM V MACGILL & CO	11/20/2014	123.76
57823	WRIST-BAND.COM INC	11/20/2014	354.49
57824	WUNG, JAMES	11/20/2014	49.00
57825	ZAPPA'S SPORTING GOODS	11/20/2014	2,016.00

Check Nbr	Vendor Name	Check Date	Check Amount
198	Computer	Check(s) For a Total of	674,209.47

Check Nbr	Vendor Name	Check Date	Check Amount
56588	GREER, DENISE	11/20/2014	15.00
57309	CATALYST INSTITUTE	11/20/2014	8,190.00
57477	MN STATE UNIV MANKATO	11/20/2014	2,700.00
3	Void	Check(s) For a Total of	10,905.00

	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
	198	Computer	Checks For a Total of	674,209.47
Total For	198	Manual, Wire Tran, ACH & Computer Checks		674,209.47
Less	3	Voided	Checks For a Total of	10,905.00
		Net Amount		663,304.47

Check Nbr	Vendor Name	Check Date	Check Amount
57826	AIG	11/21/2014	5,933.75
57827	AMAZON	11/21/2014	178.34
57828	AMERICAN UNITED LIFE	11/21/2014	58,355.64
57829	AMERIPRISE FINANCIAL SERVICES	11/21/2014	13,767.09
57830	AXA EQUITABLE	11/21/2014	36,065.18
57831	BEST WESTERN PLUS INN ON THE P	11/21/2014	234.96
57832	DELTA DENTAL PLAN OF MN	11/21/2014	63,487.80
57833	EDUCATION MN ESI BILLING TRUST	11/21/2014	24,599.02
57834	GREAT LAKES HIGHER EDUC GUARAN	11/21/2014	364.11
57835	GURSTEL CHARGO ATTORNEYS AT LA	11/21/2014	310.00
57836	Vendor Continued Check	11/21/2014	0.00
57837	HEALTHPARTNERS	11/21/2014	1,089,717.13
57838	INTERNAL REVENUE SERVICE	11/21/2014	516.89
57839	IUOE LOCAL 70	11/21/2014	2,147.96
57840	MESSERLI & KRAMER PA	11/21/2014	575.00
57841	METROPOLITAN LIFE	11/21/2014	2,941.41
57842	MN CHILD SUPPORT	11/21/2014	1,916.60
57843	MN NONPUBLIC SCHOOL ACCREDITIN	11/21/2014	110.00
57844	MUSKE, RICHARD L	11/21/2014	50.00
57845	THE ROSE LAW FIRM, PLLC	11/21/2014	197.00
57846	SCHOOL SERVICE EMPLOYEES	11/21/2014	5,696.05
57847	US DEPT OF EDUCATION	11/21/2014	457.78
57848	VANGUARD SMALL BUSINESS SERVIC	11/21/2014	26,458.65
23	Computer	Check(s) For a Total of	1,334,080.36

	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
	23	Computer	Checks For a Total of	1,334,080.36
Total For	23	Manual, Wire Tran, ACH & Computer Checks		1,334,080.36
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		1,334,080.36

Check Nbr	Vendor Name	Check Date	Check Amount
57849	DANGLE PRO ATHLETIC INC	11/24/2014	1,558.00
57850	LARSON, KAY	11/24/2014	20.00
57851	PROP IT UP	11/24/2014	180.00
3	Computer	Check(s) For a Total of	1,758.00

	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
	3	Computer	Checks For a Total of	1,758.00
Total For	3	Manual, Wire Tran, ACH &	Computer Checks	1,758.00
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		1,758.00

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: **December 8, 2014**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$953.60	White Bear Music Boosters	White Bear Lake Area High School Band Department
\$100	Misty Aubin and Renee Semonick	Birch Lake Elementary School
\$74.05	Wells Fargo Community Support Campaign	Sunrise Park Middle School
\$3,915.26	White Bear Band Boosters South	White Bear Lake Area High School Band Department
\$30	Jerry Jarvis Inc	White Bear Lake Area High School Band Department
\$3,000	White Bear Lake Basketball Association	White Bear Lake Area High School Girls Varsity Basketball
\$100	White Bear Lake Lions Club	White Bear Lake Area School District H2O for Life Program
\$500	Sean and Patricia McCoshen	White Bear Lake Area High School Boys Hockey Program
\$500	Randy Cole	White Bear Lake Area High School Boys Hockey Program
\$250	Patio Town	White Bear Lake Area High School Boys Hockey Program
\$250	DC Landscaping Inc.	White Bear Lake Area High School Boys Hockey Program
\$500	Will Anderson Agency Inc.	White Bear Lake Area High School Boys Hockey Program
\$500	Performance Contracting, Inc.	White Bear Lake Area High School Boys Hockey Program

\$500	Parsons Electric LLC	White Bear Lake Area High School Boys Hockey Program
\$500	Volunteer Metal Systems Inc.	White Bear Lake Area High School Boys Hockey Program
\$500	Twin Cities in Motion	White Bear Lake Area High School Boys Hockey Program
2002 Chevrolet Cavalier Sedan. Kelly Blue Book value is \$1,332.00	Terri and Tim Wald	White Bear Lake Area High School Technical Education Department
\$200 for field desk project	Hugo Lions Club	Oneka Elementary School
\$228.86	Thomson Reuters	White Bear Lake Area High School South Campus
Diabetic Supplies 6 boxes of One Touch Ultra soft lancets 100/box 15 boxes of One Touch Ultra test strips 50/box 3 Boxes of One Touch Verio test strips 50/box 3 boxes of BD Ultra fine pen needles 100/box (value: \$1,458.93)	Brittany Baughman Medtronic	White Bear Lake Area School District

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Request

MEETING DATE: December 8, 2014

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): Sara Paul, Assistant Superintendent

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
Friday, December 19 – Saturday, December 20, 2014 Wrestling Team Rochester, MN	Craig Nasvik	South Campus	1	14	Total cost per student: \$50.00 Student Portion: \$50.00 Other Source(s): Parents/Guardians	Busette	To compete against some of the best teams from Minnesota and Iowa.
Thursday, January 1, 2015 – Saturday, January 3, 2015 Wrestling Team Fargo, ND	Craig Nasvik	South Campus	0	45	Total cost per student: \$75.00 Student Portion: \$75.00 Other Source(s): Parents/Guardians	Parents & School Van	To compete against some of the best teams from the Midwest and across the country.
Friday, March 20, 2015 – Sunday, March 22, 2015 or Friday, March 27, 2015 – Sunday, March 29, 2015 Boys Golf Des Moines, IA	Craig Nasvik Jon Anderson	South Campus	1	16	Total cost per student: \$225.00 Student Portion: \$225.00 Other Source(s): Parents & Fundraising	School Vans	This serves as an opportunity to participate in a team building weekend due to the team missing the annual trip South because of calendar not matching up with the season.

Thursday, April 9, 2015 – Sunday, April 12, 2015 Choir Chicago, IL	Wendy Suoja	North Campus	2	55	Total cost per student: \$570.00 Student Portion: \$570.00 Other Source(s): Fundraising	Charter Bus	This annual choir trip serves as a team building, cultural and performance opportunity. The choir will sing at Elmhurst College and participate in a choir Master Class. They will sight see and attend a musical.
Friday, April 17, 2015 – Saturday, April 18, 2015 UW Eau Claire Jazz Festival Eau Claire, WI	Jeremy Rockford and Shannon Anderson	North & South Campus	1	90	Total cost per student: \$160.00 Student Portion: \$160.00 Other Source(s): Fundraising & Student Donations	Charter Buses	The North & South Campus Jazz Ensembles participation in the UW Eau Claire Jazz Festival will allow students to perform for professional jazz musicians and receive constructive feedback. Students will also observe and evaluate their peers and college students in jazz performance.
Friday, May 1, 2015 – Saturday, May 2, 2015 Boys Golf Detroit Lakes, MN	Craig Nasvik Jon Anderson	South Campus	1	6 or 12	Total cost per student: \$80.00 Student Portion: \$80.00 Other Source(s): Fundraising	School Vans	This serves as an opportunity to participate in an annual golf meeting and participate with out-of-state teams.

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

TRAVIS BARKLEY – Pupil Support Assistant, Central Middle School
Employed by District 624 since 09/30/2013
Effective Date: 11/26/2014

SUSAN JOHNSON – Secondary Bookkeeper, High School-South Campus
Employed by District 624 since 08/17/2005
Effective Date: 11/26/2014

KATHLEEN SCHROEPFER – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 04/19/1999
Effective Date: 11/28/2014

TAMELA WANLESS – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 02/14/2005
Effective Date: 11/21/2014

RESIGNATIONS/TERMINATION – NON AFFILIATED STAFF

TIFFANY WILSON-WORLEY – Community & Family Outreach Liaison, Matoska International
Employed by District 624 since 02/21/2012
Effective Date: 11/17/2014

RETIREMENT – CERTIFIED STAFF

CATHERINE PARKER – Mathematics Teacher, Central Middle School
Employed by District 624 since 09/30/2013
Effective Date: Pending Qualified and Suitable Replacement

NEW PERSONNEL – CLASSIFIED STAFF

ALYSSA BOESE – Program Assistant Leader, Matoska International
\$12.92 / hr., 2.5 hrs. / 161 days \$5,200.30
Effective Date: 11/11/2014

LAURA COOK – Administrative Assistant-Principal, Birch Lake Elementary
\$17.79 / hr., 8.0 hrs. / 133 days \$18,928.56
Effective Date: 11/24/2014

MONALEE GARRETT-JONES – Part Time Cook, Birch Lake Elementary
\$13.94 / hr., 3.0 hrs. / 127 days \$5,311.14
Effective Date: 11/19/2014

SARA MURRAY – Program Assistant Leader, Oneka Elementary
\$12.92 / hr., 2.5 hrs. / 156 days \$5,038.80
Effective Date: 11/18/2014

NATHANIEL PLATTNER – Facility & Equipment Maintenance Technician, District Wide
\$22.76 / hr., 8.0 hrs. / 152 days \$27,676.14
Effective Date: 12/01/2014

ADRIE TAYLOR – Health Assistant, Birch Lake Elementary
\$17.29 / hr., 4.0 hrs. / 161 days \$9,059.96
Effective Date: 11/13/2014

NEW PERSONNEL – CERTIFIED STAFF
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SUZANNE SHEARON – Speech Pathologist, Hugo & Willow Lane Elementary
MA +15, Step 10 \$39,171.34 (Pro-rated on \$63,592)
Effective Date: 12/08/2014

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: **Presentation on International Partnership
with Leipzig, Germany**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

During October the White Bear Lake Area Schools were honored by a visit of students from our international partnership school in Leipzig, Germany. The German students were hosted by individual families with students at North or South Campus. Many of these students will have the opportunity next June to travel to Leipzig, Germany.

During their time in Minnesota, students visited classes in our schools, presented information about Germany at elementary and middle schools, and toured the area.

This evening staff and students from our high school will describe highlights of the visit and our partnership.

AGENDA ITEM: **Recognition of Teachers Receiving National Board Certification**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

As one of our strategies to support teacher development in line with funding we received through our teacher education redesign initiative (TERI) through the University of Minnesota, we have established an opportunity for teachers to work their way into National Board Certification by initially focusing on the National Board Certification process.

This evening we will be recognizing two teachers, Abbi Case and Merrily Wolters, who have just received National Board Certification as part of our first cohort in our White Bear Lake Accomplished Teacher program.

To understand the significance of this accomplishment, it is important to understand that the National Board for Professional Teaching Standards grew out of national initiatives subsequent to the 1983 National Commission of Excellence in Education report, *A Nation at Risk*. Funded by Carnegie Forum on Education and the Economy, the National Board was in response to elevating and recognizing teacher quality. A task force subsequently published *A Nation Prepared: Teachers for the 21st Century*, which included a recommendation for strengthening standards in teaching and professionalizing the teacher workforce. The National Board for Professional Teaching Standards was created to implement the report's core recommendations.

The first opportunity for teachers to pursue certification occurred in 1993, only twenty-one years ago. Today National Board Certification is well known as the most rigorous, coveted and respected professional certification available in education.

This evening two National Board Certified teachers, Deb Schmidt and Christina Pierre, who facilitate the White Bear Lake Accomplished Teacher Program, will briefly describe the challenges and opportunity and introduce our newest teachers who met the qualifications of National Board Certification.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **December 8, 2014**
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: **Presentation and Public Hearing Related to the Proposed
2014 Payable 2015 Property Tax Levy**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Director of Finance and Operations**

BACKGROUND:

Since 2009, schools districts are no longer required to hold a separate Truth in Taxation hearing or continuation hearing related to the certification of a property tax levy. Districts are required to discuss the levy and the current year's budget at a regularly scheduled board meeting and allow the public to speak. This occurs at this evenings meeting on December 8, 2014 at 7:00 p.m. A copy of the presentation is attached.

ISD624.ORG

Public Hearing for Taxes Payable 2015

School Board Meeting
December 8, 2014

WHITE BEAR LAKE AREA SCHOOLS

WELCOME

December 8, 2014

Presented by:

Dr. Wayne A. Kazmierczak
Director of Finance and Operations

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Tax Hearing Presentation

- Public Meeting
 - Must be held between Nov. 25th and Dec. 29th and after 6:00 PM
 - May be part of regularly scheduled meeting and may adopt final levy at this meeting
- State law requires that we present:
 - Information on the current year budget and actual revenue and expenses for the prior year
 - Information on the proposed property tax levy
 - The percentage change over the prior year
 - Specific purposes and reasons for which taxes are being increased
- District must also allow for public comments

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Agenda for Hearing

- A. Background on School Funding, Property Tax Levies, and Budgets
- B. Information on District Budget
- C. Information on the District's Proposed Tax Levy for Taxes Payable in 2015
- D. Public Comments and Questions

Public Education is Strong in Minnesota...

- In Minnesota, the most commonly taken standardized college entrance exam is the ACT. Seventy-six percent of Minnesota high school graduates in 2014 took the assessment, compared with 57% nationally
- Minnesota's average composite score of 22.9 is the highest of the 30 states in which more than half the high school graduates took the test in 2014
 - *White Bear Lake's average composite was **23.4***
- Among states where more than half of high school seniors took the test Minnesota has led the nation in average composite ACT scores for nine consecutive years
- The national composite score for 2014 is 21.0

Public Schools Established by Minnesota Constitution

- "ARTICLE XIII
MISCELLANEOUS SUBJECTS
- Section 1. **UNIFORM SYSTEM OF PUBLIC SCHOOLS.** The stability of a republican form of government depending mainly upon the intelligence of the people, *it is the duty of the legislature to establish a general and uniform system of public schools.* The legislature shall make such provisions by taxation or otherwise as will secure a thorough and efficient system of public schools throughout the state."

As a result...

School funding is highly regulated by the state

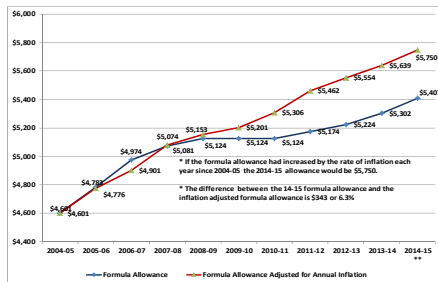
- **State sets** formulas which determine revenue; most revenue is based on specified amounts per pupil
- **State sets** tax policy for local schools
- **State sets** maximum authorized property tax levy (districts can levy less but not more than amount authorized by state, unless approved by the voters)
- **State authorizes** school board to submit referendums for operating and capital needs to voters for approval

Basic General Education Formula Lags Inflation

- Since 2004-2005, the state General Education Revenue formula has not kept pace with inflation
- Per-pupil allowance for the current year would need to increase by \$343 (6.3%) to have kept pace with inflation
- For FY 2015 the Legislature approved an increase of \$105 per pupil unit, or approximately 2%

Basic General Education Formula Lags Inflation

Trends in General Education Formula Allowance
for Minnesota School Districts, 2004-05 through 2014-15
Adjusted for Inflation



SOURCE: Formula Allowance and CPIU are from Minnesota Department of Education.
Referendum Cap Inflation Estimate 2014.
* Consumer Price Index for all urban consumers for the Minneapolis-St. Paul area.
** The real dollar increase in the Formula Allowance for 2014-15 is 2.0% or \$105. The balance of the increase to \$5,851 is to adjust the Formula Allowance for the change in student weighting.
Prepared by Ethers

Result: A Growing Reliance on Referendums

- Primary options for districts to bridge the funding gap are to cut budgets or increase referendum revenue; most districts have done both
- For 1992-1993 in Minnesota 65% of the schools had a referendum levy averaging \$332 per resident pupil
- In 2014-2015 95.2% of Minnesota schools depend upon referendum revenue averaging \$1075 per adjusted ADM, including LOR, to balance their budget

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Change in Tax Levy Does not Determine Change in Budget

- Tax levy is based on many state-determined formulas
- Some increases in tax levies are revenue neutral, offset by reductions in state aid
- Expenditure budget is limited by state-set revenue formulas, voter-approved levies, and fund balance, not just by tax levies

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Contrast of City/County to School District Levy Cycle

- City/County - Budget Year is same as calendar year. The 2015 tax levy provides revenue for the calendar year 2015 budget
- Schools - Budget year begins July 1st and coincides with school year. The 2015 tax levy provides revenue for the 2015-2016 school fiscal year. Budget will be adopted in June 2015.

Budget Information

- Because approval of the budget lags certification of the tax levy by six months, the state requires only current year budget information and prior year actual financial results to be presented at this hearing

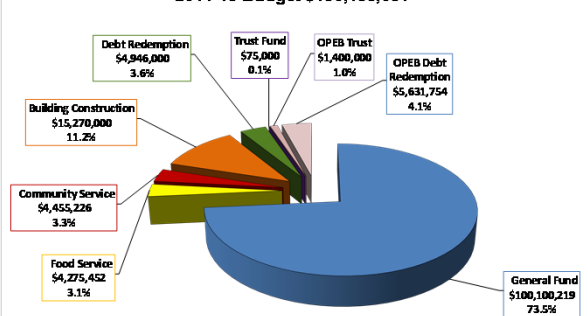
Budget Information

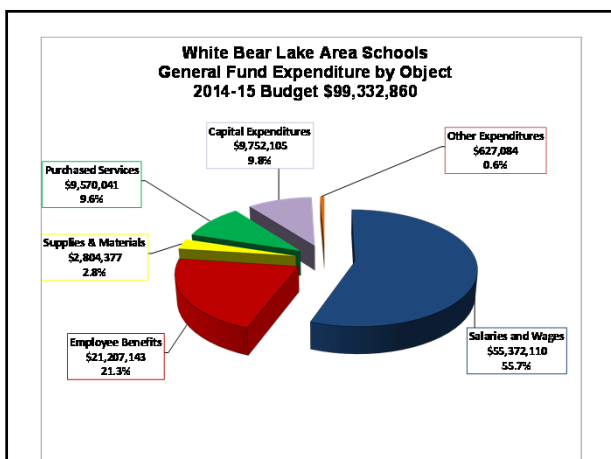
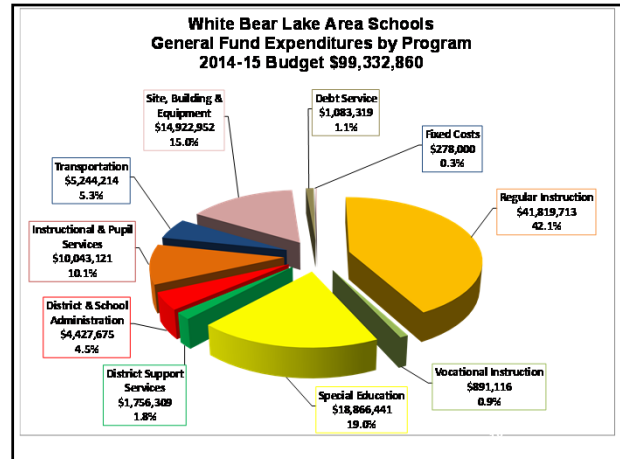
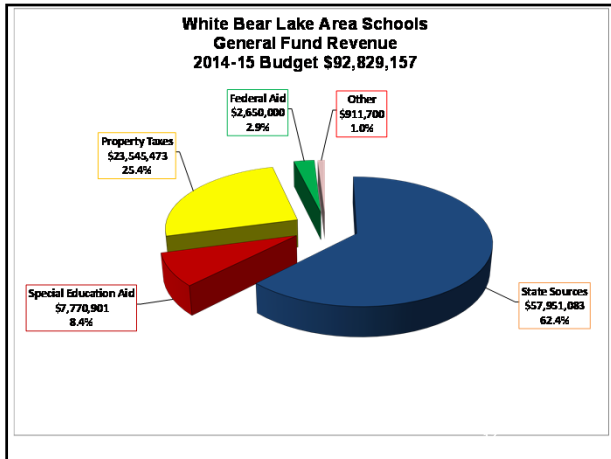
- All school districts' budgets are divided into separate funds, based on purposes of revenue, as required by law
- For our district, 9 funds:
 - General
 - Food Service
 - Community Service
 - Capital Projects
 - Debt Service
 - Trust
 - Internal Service
 - OPEB Irrevocable Trust
 - OPEB Deb Service

White Bear Lake Area Schools
District Revenues and Expenditures
Actual for FY 14, Budget for FY 15

FUND	FISCAL 2014 BEGINNING FUND BALANCES	2013-14 ACTUAL REVENUES AND TRANSFERS IN	2013-14 ACTUAL EXPENDITURES & TRANSFERS OUT	JUNE 30, 2014 ACTUAL FUND BALANCE	2014-15 BUDGET REVENUES AND TRANSFERS IN	2014-15 BUDGET EXPENDITURES & TRANSFERS OUT	JUNE 30, 2015 PROJECTED FUND BALANCE
General Fund/Restricted	\$284,678	\$3,280,191	\$3,862,603	-\$297,733	\$6,452,521	\$5,626,387	\$528,401
General Fund/Other	18,244,770	105,148,743	94,728,240	28,665,273	93,647,698	94,094,473	28,218,498
Food Service Fund	271,268	4,204,289	4,205,459	270,097	4,275,452	4,223,572	321,977
Community Service Fund	306,939	5,009,753	4,445,002	871,690	4,455,226	4,476,829	850,087
Building Construction Fund	2,278,190	1,586	2,541,891	(262,115)	15,270,000	4,951,000	10,056,885
Debt Service Fund	1,559,305	8,965,364	8,612,705	1,011,964	4,946,000	5,266,838	1,591,126
Trust Fund	32,117	80,047	71,005	41,158	75,000	75,000	41,158
Internal Service Fund	1,329,362			1,401,320.45			1,005,000
OPEB Revocable Trust Fund				-			-
OPEB Irrevocable Trust Fund	43,353,213	4,665,341	12,832,187	35,186,367	1,400,000	2,215,952	34,370,415
OPEB Debt Service Fund	158,149	2,770,281	2,535,088	343,343	5,631,754	5,363,575	611,522
Total All Funds	\$87,817,991	\$134,179,067	\$133,834,180	\$68,131,364	\$136,153,651	\$126,293,626	\$77,590,068

White Bear Lake Area Schools
Revenue all Funds
2014-15 Budget \$136,153,651





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Proposed 2015 Property Tax Levy

- Determination of levy
- Comparison of 2014 to 2015 levies
- Specific reasons for changes in tax levy
- Impact on taxpayers

Property Tax Background

- Every owner of taxable property pays property taxes for the various “taxing jurisdictions” (county, city or township, school district, special districts) in which the property is located
- Each taxing jurisdiction sets its own tax levy, often based on limits in state law
- County sends out bills, collects taxes from property owners, and distributes funds back to other taxing jurisdictions

School District Property Taxes

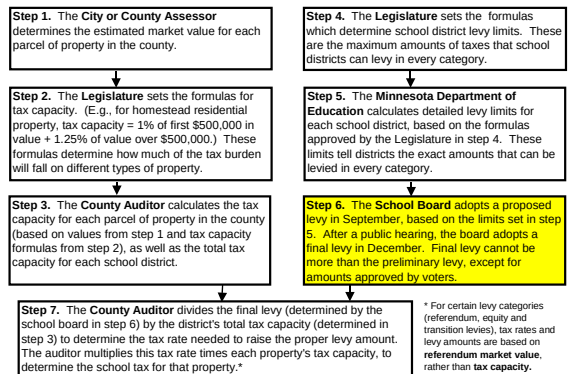
- Each school district may levy taxes in up to 30 different categories
- “Levy limits” (maximum levy amounts) for each category are set either by:
 - State law, or
 - Voter approval
- Minnesota Department of Education (MDE) calculates detailed levy limits for each district

Property Tax Background

School District Property Taxes

- Key steps in the process are summarized on the next slide
- Any of these steps may affect the taxes on a parcel of property, but the district has control over only 1 of the 7 steps

Minnesota School District Property Taxes - Key Steps in the Process



Proposed Levy Payable in 2015

Schedule of events in approval of district's 2014 (Payable 2015) tax levy

- September 8: Dept. of Education prepared and distributed first draft of levy limit worksheets setting maximum authorized levy
- September 22: School board approved proposed levy amounts
- Mid-November: County mailed "Proposed Property Tax Statements" to all property owners
- December 8: Public hearing on proposed levy at regular meeting
- Following hearing school board will certify final levy amounts

Sample notice sent by county to all property owners.

Spruce County
Jesse Smith, Auditor - Treasurer
345 12th Street East, Box 78
Spruceville, MN 55555-5555
(555) 345-4789
www.co.spruce.mn.us

TANPAVERNI
John and Mary Johnson
123 First Rd S
Spruceville, MN 55555-5555

PROPERTY INFORMATION
PTN Number: 01 214 56 789 RJ
Property Address: 789 First Rd S, Spruceville, MN 55555
Property Description: Assessor's Subdivision
Lot 1, Block 1, Spruce Acres Subdivision

Proposed Property Taxes and Meetings by Jurisdiction for Your Property

Contact Information	Meeting Information	Actual 2014	Proposed 2015
State General Tax	No public meeting	\$0	\$0
County of Spruce	December 9, 7:00 PM	\$418.00	\$465.18
Spruce County Coordinator 123 Spruce Ave Spruceville, MN 55555 www.co.spruce.mn.us (555) 123-4567	December 1, 6:30 PM Spruceville City Board	\$275.79	\$312.06
City of Spruceville Mayor: A. Johnson 234 Spruce Ave Spruceville, MN 55555 www.co.spruceville.mn.us	December 2, 7:00 PM Spruceville High School Cafeteria	\$209.15	\$290.68
Spruceville School District 999 123 1st St S Spruceville, MN 55555 www.spruceville.k12.mn.us (555) 123-4567	December 8, 7:00 PM Spruceville High School Cafeteria	\$181.11	\$224.66
Total excluding any special assessments: \$1,412.05 \$1,990.48 0.6%			

NEW

Factors Causing Changes from 2014 to 2015

Many factors can cause the tax bill for an individual property to increase or decrease from year to year:

- Changes in value of the individual property
- Changes in the total value of all property in the district
- Increases or decreases in levy amounts caused by changes in state funding formulas, local needs and costs, voter-approved referendums, and other factors

Overview of Proposed Levy Payable in 2014

- The total 2015 proposed property tax levy will decrease from 2014 by \$209,089, or .6%
- State law requires that we explain the reasons for the major increases in the levy
- We will also explain some of the decreases in specific levies

White Bear Lake Area Schools

Comparison of Proposed Tax Levy Payable in 2015 to Actual Levy Payable in 2014

Fund	Levy Category	Actual Levy Payable in 2014	Proposed Levy Payable in 2015	\$ Change	% Change
General Fund					
	Voter Approved Referendum	\$11,819,615	\$12,047,787	\$228,171	
	Board Approved Referendum	0	0	0	
	Location Equity Levy/Local Option Levy	3,663,233	3,742,987	79,754	
	Equity	431,985	696,741	263,756	
	Student Achievement Levy	232,331	714,233	1,901	
	Alternate Teacher Compensation	0	0	0	
	Capital Projects - Technology Levy	1,374,419	1,398,269	21,841	
	Operating Capital	971,814	1,042,312	70,498	
	Health and Safety	1,233,145	817,545	(415,600)	
	Deferred Maintenance- All Facilities Levy	0	0	0	
	Instructional Lease Levy	867,677	1,514,790	647,113	
	State Schools	397,426	426,149	30,722	
	Other	1,185,553	1,031,366	(154,287)	
	Adjustments for Prior Years	2,412,633	869,285	(1,543,348)	
	Total General Fund	\$24,465,433	\$23,777,853	(\$687,580)	-2.8%
Community Service Fund					
	Basic Community Education	\$433,297	\$433,297	\$0	
	Early Childhood Family Education	246,766	244,655	(2,111)	
	School-Age Child Care	225,000	225,000	(100,000)	
	Other	12,337	12,369	32	
	Adjustments for Prior Years	72,437	135,643	63,206	
	Total Community Service Fund	\$1,089,737	\$1,050,964	(\$38,773)	-3.6%
Debt Service Fund					
	Voter Approved Debt Service	\$4,577,160	\$4,375,245	(\$201,915)	
	Other Debt Service	950,920	1,106,054	155,134	
	Other Post Employment Benefits	5,631,754	5,893,784	177,030	
	Reduction for Debt Expenses	(745,719)	(290,500)	455,219	
	Adjustments	161,679	87,870	(73,809)	
	Total Debt Service Fund	\$10,575,784	\$11,097,447	\$521,663	4.9%
	Total Levy, All Funds	\$36,134,862	\$35,925,773	(\$209,089)	-0.6%
Subtotal by Truth in Taxation Categories:					
	Voter Approved Levies	\$19,624,224	\$17,947,853	-\$1,676,371	
	Other Levies	16,510,638	17,977,920	1,467,282	
	Total	\$36,134,862	\$35,925,773	(\$209,089)	-0.6%

Explanation of Levy Changes

- Category: Operating Referendum Levies/Local Option Levy
- Change: \$307,926
- Use of funds: general operating expenses
- Reason for increase:
 - ✓ Increase in enrollment of 188 students increased referendum revenue by \$190,396
 - ✓ Local Optional Revenue (LOR) grew by \$79,754 as a result of the increase in enrollment

Explanation of Levy Changes

Aggregated Sources of Referendum Revenue

Source	Actual Levy - FY 15 Payable in 2014	Proposed Levy - FY 16 Payable in 2015	FY 16 \$ Change
Referendum Levy	\$ 11,819,615	\$ 12,047,787	\$ 228,171
State Equalization Aid	801,863	764,088	(37,775)
Voter Approved Ref. Revenue	\$ 12,621,479	\$ 12,811,874	\$ 190,396
Location Equity Revenue (LER)	\$ 3,663,233		
Local Optional Revenue (LOR)		\$ 3,742,987	\$ 79,754
State Equalization Aid	-	-	-
LER/LOR Revenue	\$ 3,663,233	\$ 3,742,987	\$ 79,754
Total Levy	\$ 15,482,848	\$ 15,790,774	\$ 307,926
Total State Aid	801,863	764,088	(37,775)
Total Revenue	\$ 16,284,711	\$ 16,554,862	\$ 270,150

Explanation of Levy Changes

- Category: Equity Levy
- Change: +\$263,756
- Use of funds: general operating expenses
- Reason for increase:
 - ✓ Funding is based on a legislatively set formula for each district's "equity allowance" multiplied times enrollment of students served in the district
 - ✓ Revenue is increasing because of an increase in the state-determined equity allowance and a projected increase in students served

Explanation of Levy Changes

- Category: Operating Capital
- Change: \$70,498
- Use of funds: Technology, facility maintenance, other capital expenses
- Reason for increase:
 - ✓ Funding for this program is provided through a combination of state aid and local tax levies
 - ✓ Change in levy does not increase revenue. State aid will decrease by a similar amount, so there will be little net change in revenue

Explanation of Levy Changes

- Category: Health and Safety Levy
- Change: -\$415,600
- Use of funds: State-approved capital projects related to facility health and safety needs
- Reason for decrease:
 - ✓ The amount of this levy is based on the estimated cost of qualifying state-approved projects
 - ✓ The levy will be used to address health and safety deficiencies in district facilities

Explanation of Levy Changes

- Category: Instructional Lease Levy
- Change: +\$647,113
- Use of funds: lease payment obligations
- Reason for increase:
 - ✓ Required to meet lease payment obligations incurred to fund classroom additions
 - ✓ Projects funded include the recently completed Lakeaires Elementary and Willow Lane Elementary additions

Explanation of Levy Changes

- Category: Other
- Change: -\$154,287
- Use of funds: general operating expenses
- Primary reasons for decrease:
 - ✓ Decrease in Career and Technical of \$70,045
 - ✓ Decrease in Re-employment Levy of \$20,000
 - ✓ Decrease in Integration Levies of \$37,645

Explanation of Levy Changes

- Category: Adjustments for Prior Years – General Fund
- Change: -\$1,465,738
- Use of funds: general operating expenses
- Primary reasons for decrease:
 - ✓ Current funding formulas for the most part are based on estimates of enrollment and per pupil revenue. Prior year adjustments are brought forward when actual enrollment and per pupil revenue amounts are fixed.
 - ✓ Referendum adjustment down -\$2,060,000
 - ✓ Increase in equity levy adjustment of +\$720,000
 - ✓ Integration levy adjustment -\$60,000

Explanation of Levy Changes

- Category: Debt Service
- Change: \$521,653
- Use of funds: Annual required payment of principal and interest on district debt (bonds)
- Primary reasons for increase:
 - ✓ Fewer dollars available in debt service fund balance to apply against the 2015 levy resulted in a levy increase of \$465,213
 - ✓ The balance of \$56,440 is the net of changes in all other debt service levies.

Impact on Taxpayers

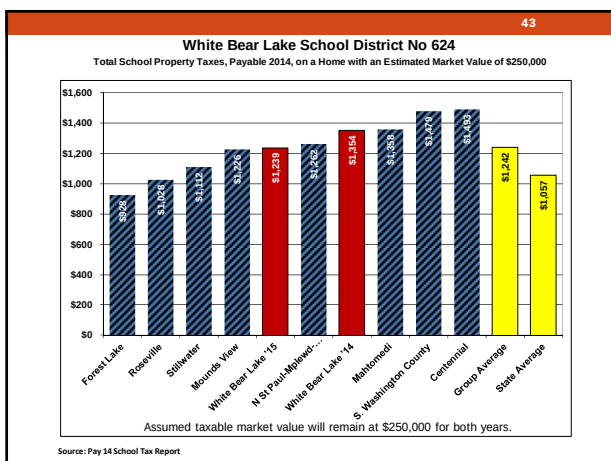
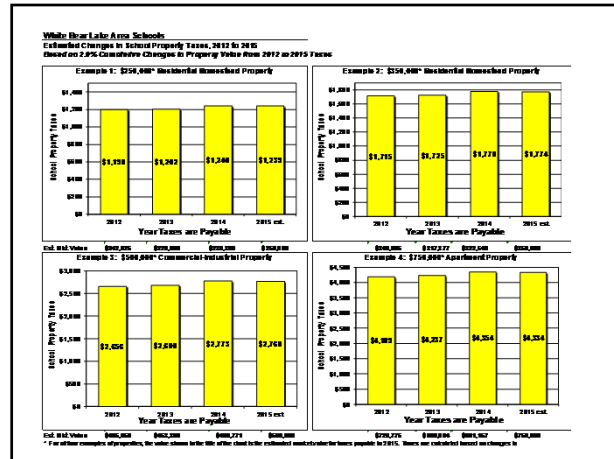
- Following are a table and graphs showing examples of changes in the school district portion of property taxes from 2012 to 2015
 - Examples include school district taxes only
 - All examples are based on a 2.9% increase in property value over this period
 - Actual changes in value may be more or less than this for any parcel of property
 - These figures are intended to provide a fair representation of what has happened to school district property taxes over this period for typical properties

Impact on Taxpayers

- Examples for property in the City of White Bear Lake; for commercial-industrial property, school taxes in other parts of the district may be slightly higher or lower, due to variations in the impact of the Fiscal Disparities Program
- Figures for 2015 are preliminary estimates, based on the best data available now – final figures could change slightly
- Estimates were prepared by Ehlers, the district's financial advisors

White Bear Lake Area Schools										
Estimated Changes in School Property Taxes, 2012 to 2015										
Based on 2.0% Cumulative Changes in Property Value from 2012 to 2015 Taxes										
Type of Property	Estimated Market Value for 2012 Taxes	Actual Taxes Payable in 2012	Estimated Market Value for 2013 Taxes	Actual Taxes Payable in 2013	Estimated Market Value for 2014 Taxes	Actual Taxes Payable in 2014	Estimated Market Value for 2015 Taxes	Actual Taxes Payable in 2015	Change in Taxes 2012 to 2014	Change in Taxes 2014 to 2015
Residential	\$245,700	\$800	\$246,030	\$809	\$246,360	\$818	\$246,690	\$826	\$2	\$2
	242,820	1,388	226,688	1,202	230,388	1,240	236,000	1,238	41	-1
	335,802	1,580	294,707	1,504	299,001	1,544	325,000	1,640	54	-4
	340,095	1,715	317,377	1,725	322,540	1,778	350,000	1,774	59	-4
	364,387	1,845	340,047	1,856	345,079	1,913	375,000	1,908	63	-5
	388,680	1,974	362,717	1,987	368,817	2,047	400,000	2,042	68	-5
	412,972	2,104	385,387	2,118	391,856	2,182	425,000	2,173	69	-9
	437,265	2,238	408,056	2,249	414,894	2,316	450,000	2,301	73	-15
	461,557	2,362	430,726	2,375	437,733	2,445	475,000	2,438	76	-17
	485,850	2,475	453,396	2,500	465,771	2,574	500,000	2,556	81	-18
Commercial	\$145,725	\$725	\$146,019	\$723	\$146,313	\$748	\$150,000	\$743	\$28	-5
Industrial	485,850	2,475	483,396	2,460	485,771	2,773	500,000	2,748	112	-5
Industrial II	777,360	4,222	775,423	4,208	777,234	4,517	800,000	4,505	183	-12
	971,700	5,432	968,762	5,413	971,543	5,680	1,000,000	5,662	229	-18
	1,242,309	10,887	1,243,584	11,130	1,244,859	11,495	1,300,000	11,469	462	-45
Apartments (4 or more units)	\$728,770	\$4,180	\$680,094	\$4,237	\$681,157	\$4,354	\$700,000	\$4,354	\$145	-20
	1,214,624	6,981	1,132,490	7,052	1,151,328	7,257	1,200,000	7,233	242	-34
	1,943,359	11,170	1,813,584	11,299	1,843,886	11,611	2,000,000	11,556	386	-55
Tax Rates		28.301		28.621		28.581		28.621		
Tax Capacity Rate		0.38457		0.38524		0.37708		0.38500		

* Figures above are for properties in the City of White Bear Lake. Since the portion of the homestead credit allocated from school districts was in 2012, school district calculations, adjustments for that year may be slightly different than shown above for homestead property in other portions of the school district.
 For commercial/industrial property, school taxes may also be slightly different in other municipalities in the district, due to the varying impact of the District Capabilities Program.
 General Notes:
 1. The figures in the table are based on school district taxes only, and do not include taxes for the city or township, county, state, or other taxing jurisdictions.
 2. All estimates for 2015 taxes are preliminary estimates, based on the best data available as of the date above.
 3. For all examples of properties, taxes are based on changes in taxable market value of 0.70% from 2012 to 2013 taxes, 1.0% from 2013 to 2014, and 0.30% from 2014 to 2015.



State Property Tax Refunds

- State of Minnesota has two tax refund programs and one tax deferral program available for owners of homestead property
- These programs may reduce the net tax burden for local taxpayers, but only if you take time to complete and send in the forms
- For help with the forms and instructions:
 - Consult your tax professional, or
 - Visit the Department of Revenue web site at www.taxes.state.mn.us

State Property Tax Refunds

- Minnesota Homestead Credit Refund (formerly called "Minnesota Property Tax Refund")
 - Has existed since 1970s
 - Available to all owners of homestead property
 - Annual income must be approx. \$105,500 or less (income limit is higher if you have dependents)
 - Refund is on a sliding scale, based on total property taxes and income
 - Maximum refund is \$2,657
 - Especially helpful to those with lower incomes
 - Fill out state tax form M-1PR

State Property Tax Refunds

- Special Property Tax Refund
 - Available for all homestead properties with a gross tax increase of at least 12% and \$100 over the prior year
 - Refund is 60% of the amount by which the tax increase exceeds the greater of 12% or \$100, up to a maximum of \$1,000
 - No income limits
 - Fill out state tax form M-1PR

Senior Citizen Property Tax Deferral

- Allows people 65 years of age or older with a household income of \$60,000 or less to defer a portion of the property taxes on their home
- Taxes paid in any year limited to 3% of household income for year before entering deferral program; this amount does not change in future years
- Additional taxes are deferred, but not forgiven
- State charges interest up to 5% per year on deferred taxes and attaches a lien to the property
- The deferred property taxes plus accrued interest must be paid when the home is sold or the homeowner(s) dies

Next Steps

- Board will accept public comments and questions on proposed levy
- Board will certify the 2015 property tax levy

Public Comments and Questions

E. OPERATIONAL ITEMS

AGENDA ITEM: **Certification of Final 2014 Payable 2015 Property Tax Levy**
MEETING DATE: **December 8, 2014**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Director of Finance and Operations**

BACKGROUND:

The School Board approved the preliminary tax levy on September 22, 2014. The requirement for a public hearing on the proposed levy was met earlier during this meeting. The final step in the tax levy process is for the School Board to certify the final levy amounts.

Attached please find the Levy Limitation and Certification Report provided by the Minnesota Department of Education. The amount that will be levied by fund and the total levy are listed below:

General Fund	23,777,362.90
Community Services Fund	1,050,962.82
General Debt Service Fund	5,270,499.14
OPEB Debt Service Fund	5,826,947.99
Total Levy	<u>\$35,925,772.85</u>

Recommendation: Move to approve the certification of the final 2014 payable 2015 property tax levy in the amount of \$35,925,772.85.

Minnesota Department of Education
Levy Limitation and Certification Report
2014 Payable 2015

District Number-Type: 0624-01
District Name: WHITE BEAR LAKE SCHOOL DISTRICT
Home County: RAMSEY

Date Printed: 12/1/14
Limits Updated: 11/24/14
Certified Submitted: 12/1/14

	LIMIT	PROPOSED	CERTIFIED
SUBTOTALS BY LEVY CATEGORY			
GENERAL - RMV VOTER - JOBZ EXEMPT	12,330,545.43	12,330,545.43	12,330,545.43
GENERAL - RMV OTHER - JOBZ EXEMPT	5,041,658.15	5,041,658.15	5,041,658.15
GENERAL - NTC VOTER - JOBZ EXEMPT	1,396,260.24	1,396,260.24	1,396,260.24
GENERAL - NTC OTHER GENED - EXEMPT	214,231.22	214,231.22	214,231.22
GENERAL - NTC OTHER - JOBZ EXEMPT	4,794,667.86	4,794,667.86	4,794,667.86
COMMUNITY SERVICE - NTC OTHER - JOBZ EXEMPT	1,050,962.82	1,050,962.82	1,050,962.82
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT	4,221,047.30	4,221,047.30	4,221,047.30
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT	1,049,451.84	1,049,451.84	1,049,451.84
OPEB DEBT - NTC VOTER - JOBZ NONEXEMPT	0.00	0.00	0.00
OPEB DEBT - NTC OTHER - JOBZ NONEXEMPT	5,826,947.99	5,826,947.99	5,826,947.99
SUBTOTALS BY FUND			
GENERAL FUND	23,777,362.90	23,777,362.90	23,777,362.90
COMMUNITY SERVICES FUND	1,050,962.82	1,050,962.82	1,050,962.82
GENERAL DEBT SERVICE FUND	5,270,499.14	5,270,499.14	5,270,499.14
OPEB/PENSION DEBT SERVICE FUND	5,826,947.99	5,826,947.99	5,826,947.99
SUBTOTALS BY TAX BASE			
REFERENDUM MARKET VALUE	17,372,203.58	17,372,203.58	17,372,203.58
NET TAX CAPACITY	18,553,569.27	18,553,569.27	18,553,569.27
SUBTOTALS BY TRUTH IN TAXATION CATEGORY			
VOTER APPROVED	17,947,852.97	17,947,852.97	17,947,852.97
OTHER	17,977,919.88	17,977,919.88	17,977,919.88
TOTAL LEVY			
TOTAL LEVY	35,925,772.85	35,925,772.85	35,925,772.85

The school district must submit the completed original of this form to the home county auditor by December 29, 2014. A duplicate form must be submitted to Minnesota Department of Education, Program Finance Division, 1500 Highway 36 West, Roseville, MN 55113, by January 7, 2015.

The certified levy listed above is the levy voted by the school board for taxes payable in 2015.

Signature of School Board Clerk

Date of Certification

AGENDA ITEM: **Action on Accepting Brosious Grants**
MEETING DATE: **December 8, 2014**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

The White Bear Lake Area Foundation has forwarded twelve Brosious Teaching Grants to the superintendent, with a request that these grants be formally accepted by the School District.

As part of their internal process, prior to consideration of any proposal the Foundation reviews the proposals with our administration. We confirm that proposals are consistent with our curriculum, and if technology is used, consistent with our technology plan.

RECOMMENDATION:

Accept the Brosious Teaching Grants as shown in the attached materials in the total amount of \$22,735.70.

To the School Board: On November 3rd the Brosious Grant Committee met and, after much discussion and additional research, chose to award all 12 of the Brosious Grant Applications at a value of \$22,735.70

2014 – 2015 School Year Brosious Grant Synopsis

1. Cassandra Knutson , 11th grade Chemistry Project title: Sharing & Developing Innovative & Rigorous Learning Opportunities for Chemistry Students; Students impacted: 200 each school year; Amount awarded: \$1,920.00

Cassie will be attending the 2015 AP Annual Conference in Austin Texas from July 22-26th. She has submitted a proposal to present at the conference to share the work she has done with the U of M to make spectrophotometry more accessible to advanced chemistry classrooms. At this conference she will: #1 gather ideas for development of new lessons and alteration of old lessons and #2 gather ideas to help sequence the honors chemistry and AP curriculum to improve the success of students who take the AP chemistry exam. Following the conference she will develop 4-5 lessons with increased rigor and share these rigorous lessons with South Campus chemistry teachers and share the smartphone method with South Campus chemistry teachers.

2. Allison Theissen, 2nd grade @Birch Lake Elementary Project title: Empowering Young Writers Through an Author in Residence: John Coy; Students impacted: All students K-5; Amount awarded: \$2,300.00

Local author, John Coy, will spend two days at Birch Lake School. He is the author of both children's picture books and young adult novels. There will be an interactive assembly with grades K-2 on Day One and with grades 3-5 on Day Two. Each day following the assembly, John Coy will make individual classroom visits for hands on writing lessons with students and writing activities that help to teach the connection between reading and writing.

3. Chris Plana, Language Arts Central Middle School; Erin Tarnowski, Language Arts Central & Sunrise Middle Schools; Carol Midthun, Media Central Middle School; Jacki Ruddy, Social Studies/Math Central Middle School Project title: Beyond the Printed Page; Students impacted: 1,034 students at Central & 819 at Sunrise outreach; Amount awarded: \$3,000.00

With this grant, these teachers will provide students in Language Arts, ELL, and Social Studies the technology to experience books multiple ways and expand their vocabulary. The eBooks, Playaways and companion trade books will be housed in Central's media center. These reading technology resources will be available for both students and teachers to check out from the media center, to support both a student's personal reading goal and teachers' curriculum.

4. Shawna Traver, Lincoln Elementary, 3rd Grade Project title: Coding in the Classroom; Students impacted: 26 students in her 3rd grade classroom & expansion to all students in the building; Amount awarded: \$2,463.00

The goal of this project is to teach students the basics of coding and creating computer programs. To do this, the teacher will use the website Tynker.com, a variety of coding iPad apps and the most innovating and up-to-date program called Dash and Dot. By the end of the school year, students should be able to give the definition of coding, code with Dash or Dot, complete tasks on the Tynker website, and complete simple coding tasks using various apps.

5. Beth Mustar, Sunrise Park Middle School/Media 6-8 Project title: What's that Buzz? Brain Hive ebooks; Students impacted: 850; Amount awarded: \$1,000.00

Brain Hive is a new eBook company based in Minneapolis that helps libraries stay relevant by having the latest nonfiction and high interest books that students and teachers want in a digital format. The purchase of Bee Hive will also give students at Sunrise Park access to eBooks in different languages and about other cultures. As the librarian, Beth is able to control the purchase and access of the eBook collection by linking the eBooks to Sunrise's Destiny Card Catalog system.

6. Elizabeth Ulmer, Oneka Elementary, 3rd grade Project title: Math Mania: A time for differentiated instruction; Students impacted: 150 3rd grade students; Amount awarded: \$580.00

Elizabeth's 3rd grade math class consists of two components: our Math Expressions curriculum and Differentiated Math Stations. To make the classroom's Differentiated Math Stations more beneficial for all students, she is purchasing standard-based (grade level and beyond) materials to implement into her classroom's math stations.

7. Lai Lau & Margaret Lane, Vadnais Heights Elementary Project title: Rice & Beans Culture Night; Students impacted 397 VHES students plus families from other schools; amount awarded: \$1,950.00

One of the objectives of this cultural event is to celebrate the existing cultural diversity at Vadnais Heights School. It also gives students the opportunity to understand more about cultures different from their own. This project and celebration will provide students with an opportunity to explore the folk arts, authentic artifacts, exhibits, and interactive experiences with the artists and performers. There will be 10 interactive demonstration kiosks and 3 performance stages where students can experience and learn cultural performing arts and traditions through the performance stage.

8. Melanie Tltusty & Scott Kolman-Keen, Lakeaires & Willow Lane Elementary Schools Music K/5 Project title: String Theory: Students impacted: 200 5th grade students per year; Amount awarded: \$3,000.00

Students in Ms. Tltusty & Mr. Kolman-Keen's 5th grade music classes will have a unit from mid-October to Mid-January learning how to play a stringed instrument – the ukulele, which they are purchasing with this grant. They will also be purchasing poly foam hardshell ukulele cases, reusable Alfred's Basic Ukulele Method Books, and replacement strings sets. 5th grade students will be able to perform their newly-acquired ukulele skills in the spring concerts.

9. Matthew Skogen, District Technology & Sunrise Park Middle School Science teacher & Lindsay Lamwers, Sunrise Park Middle School 8th grade science Project title: Google Apps for Education; Students impacted: this grant has the potential to impact all 8,900+ students in the district; Amount awarded: \$1,738.00

The Google Apps for Education Conference is January 10-11, 2015 in Napa, California. The objectives of this trip are: #1 to implement new skills that challenge our district's students and increase their academic performance; #2 implement innovative ideas and project-based strategies that increase the rigor for learning; #3 Collaboration with additional colleagues to spread new skills and innovative ideas and project-based strategies through our district's curriculum. The skills, ideas and strategies that are presented in the Google App for Education Summit are tested by Google educators and exemplify best practices. These skills, ideas and strategies will be put into immediate use in the classrooms. The WBLAEF is funding the hotel accommodations, airfare, and car rental to help make this opportunity possible.

10. Chris Lyons, Central Middle School/Technology Ed/6-8 Project title: CMS LEGO Robotics Competition; Students impacted: 15-40; Amount awarded: \$1613.95

The initiative of this grant is to support the advancement of the Central Middle School LEGO League club that is in its second year and takes place after school. This grant will help to fund the costs of participating in the First Lego League competitions with peers their age from around the state of MN. This grant would also pay for materials needed to build a competition table for practicing the tasks given to complete for the competition, and to purchase extra LEGO kits and parts to help the club grow as new students continue to sign up.

11. Monica Doherty, Nancy Melquist, ECSE teachers, Normandy Park Early Childhood Project title: Balls for Creative Curriculum area of study; Students impacted: 300+; Amount awarded: \$1,420.75

The *Creative Curriculum for Preschool* is the curriculum that is used in the WBLA preschool classes. It has 6 areas of study that each span 4-6 weeks throughout the school year. One of

these areas of study is the Ball Study. This grant will provide the funds to purchase the balls and ball containers that are easily mobile, both of which are necessary to implement the Ball Study for our school district's preschoolers.

12. Keith Steadland, North Campus Science/9th grade Project title: Relieving the Pressure; Students impacted: 600+ students; Amount awarded: \$1,750.00

This grant requests funds for the purchase of vacuum equipment so that students can study the effects of air pressure, or more precisely "what happens when we relieve the pressure of air". This project enhances our STEM offerings. The equipment would be used for teacher demonstrations and student small-group experiments. It enables very high levels of student engagement because it provides the teachers with attention-grabbing demonstrations and it enables the students to go deeper in the areas of analysis and inquiry. This equipment will be available to over 600 9th grade students per year and six Physical Science teachers. This equipment will be first utilized in the "Chapter 13 Pressure in Fluids" in March/April 2015.

AGENDA ITEM: **Action on STEM Mini-Grants from H.B. Fuller**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

H.B. Fuller Foundation supports Science/Technology/Engineering/Mathematics (STEM) instruction in the White Bear Lake Area School District.

The H.B. Fuller STEM Mini-Grants provide materials to support classroom instruction. Three White Bear Lake middle school science grant applications were funded this year, totaling \$22,141. One teacher from Central Middle School and two teachers from Sunrise Park Middle School whose projects have been funded are:

- 1) Carol Hultman, Central Middle School
16 iPads, a power cart, and a subscription to BrainPOP, a game-based learning tool
- 2) Jeffrey Bege, Sunrise Park Middle School
Materials to create hands-on, inquiry based, student lab stations
- 3) Dana Eckton, Sunrise Park Middle School
23 iPads and cases/stands

RECOMMENDATION:

.
Accept the STEM mini-grants from H.B. Fuller in the amount of \$22,141.

AGENDA ITEM: **Action on Legislative Resolution**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
Janet Newberg, School Board Chair

BACKGROUND:

The Minnesota School Boards Association has asked all Minnesota school boards to consider approving the attached resolution.

RECOMMENDATION:

Approve the Legislative Resolution in support of Legislative action requiring the Governor to appoint the School Trust Lands Director.

RESOLUTION IN SUPPORT OF LEGISLATIVE ACTION REQUIRING THE
GOVERNOR TO APPOINT THE SCHOOL TRUST LANDS DIRECTOR

- WHEREAS: When it became a state in 1858, the federal government granted Minnesota lands in every township for the benefit of public schools; and
- WHEREAS: The state of Minnesota holds 2.5 million acres of land and an additional 1 million acres of mineral rights in the permanent school fund established in the Minnesota Constitution; and
- WHEREAS: Revenue from these lands is generated through many activities, including sale of timber, wild rice leases, mining leases, state forest campground fees, lakeshore leases, utility licenses, and rents and royalties on taconite iron ore removed from the land; and
- WHEREAS: Interest and dividends from these lands generated \$23,788,089 in 2014 for the education of Minnesota students; and
- WHEREAS: Careful management of the permanent school funds necessary for these lands to continue to produce revenue for education; and
- WHEREAS: M.S. 127A.353 requires a school trust land director to be appointed in the Department of Administration; and
- WHEREAS: In 2014, \$185,000 was appropriated to hire a director in the Department of Administration; and
- WHEREAS: The School Board of Independent School District No. 624 supports the immediate appointment of the school trust lands director; therefore,
- BE IT RESOLVED, that the School Board of Independent School District No. 624, is urging the Governor to appoint the school trust lands director in the Department of Administration, according to law.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted. December 8, 2014.

CLERK _____

CHAIR _____

AGENDA ITEM: Tentative Agreement – 2013-15 Contract
School Service Employees (SEIU)
Local 284, Paraprofessionals

MEETING DATE: December 8, 2014

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Marv Swanson, Interim Director of Human Resources
Dr. Wayne Kazmierczak, Director of Finance and Operations

BACKGROUND:

The District has reached a tentative agreement with Local 284 on behalf of the District's Paraprofessional employees. The paraprofessional unit ratified the agreement on December 3, 2014.

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

Marv Swanson and Dr. Wayne Kazmierczak will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2013-15 Master Agreement with Local 284 representing the District's Paraprofessional employees by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 2013-15 contract;

WHEREAS, the union has ratified the contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2013-15 agreement and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: **Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse**

MEETING DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
Marv Swanson, Interim Director of Human Resources

BACKGROUND:

School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse, was reviewed by the Policy Committee and the administration, had a first reading in November, and is being presented for action.

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

RECOMMENDATION:

To approve School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse, as recommended by the Policy Committee and administration.

Adopted: April 29, 1996
Revised: September 9, 2002
Revised: January 10, 2005
Revised: May 12, 2008
Revised: January 11, 2010
Revised: October 11, 2010
Revised: November 14, 2011

White Bear Lake Area School District #624 Policy 414

Annual Review: September 10, 2012
Annual Review: December 9, 2013

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

III. DEFINITIONS

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence of an event which:
 - 1. is not likely to occur and could not have been prevented by exercise of due care; and
 - 2. is occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of the event.
- B. “Child” means a person under the age of 18, and, for purposes of Minn. Stat. Ch.260C (Child Protection and Minn. State. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care.
- C. “Immediately” means as soon as possible, but in no event longer than 24 hours.

- D. “Mandated reporter” means any school personnel, as defined in this policy, who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.
- E. “Mental Injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- F. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health, medical, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
 2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health, when reasonably able to do so;
 3. failure to provide for necessary supervision or appropriate child care arrangements after considering factors such as the child’s age, mental ability and physical condition; the length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
 4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
 5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
 6. medical neglect as defined by Minn. Stat. § 260C.007, subd. 4, Clause (5);
 7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
 8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a

substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- G. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- H. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 121A.67 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following that are done in anger or without regard to the safety of the child; (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (9) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (10) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

- I. “School personnel” means professional employee or a professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement or child care services.
- J. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Sub. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166.Subd. 1B(s) or (b) (Registration of Predatory Offenders).
- K. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the building principal or appropriate administrator and the local welfare agency, police department or county sheriff, or agency responsible for assisting or investigating maltreatment.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff or local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable, after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred and may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

- ~~C.~~**D.** A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- ~~D.~~**E.** With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- ~~E.~~**F.** A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, including possible termination of employment.
- ~~F.~~**G.** Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment or the child's access to school.
- ~~G.~~**H.** Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The reckless making of a false report may also result in employee discipline.

V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.

- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, and/or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school district, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in VI. Paragraph A. shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, duties relating to the reporting and investigation of such harassment or violence may be applicable.

VIII. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks.
- B. The school district shall have a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.67 (Aversive and Deprivation Procedures)
Minn. Stat. § 243.166, Subd. 1b(a-b) (Registration of Predatory Offenders)
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)
Minn. Stat. § 260C.007, subd. 4, clause (5) (Child in Need of Protection)
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)
Minn. Stat. § 260D (Child in voluntary Foster Care for Treatment)
Minn. Stat. § 609.02, subd. 6 (Definitions – Dangerous Weapon)
Minn. Stat. § 609.341, subd. 10 (Definitions – Position of Authority)
Minn. Stat. § 609.341, subd. 15 (Definitions – Significant Relationship)
Minn. Stat. § 609.379 (Reasonable Force)
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

AGENDA ITEM: **Policy 650, Service Animals on School Property**

DATE: **December 8, 2014**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policies 650, Service Animals on School Property, is a new policy. This policy was reviewed by the Policy Committee and the administration, had a first reading in November, and is being presented for action.

The purpose of this policy is to establish guidelines and procedures for the use of service animals in the White Bear Lake Area school district, including school buildings, vehicles, and other property.

RECOMMENDATION:

To approve School Board Policies 650, Service Animals on School Property, as recommended by the Policy Committee and administration.

NEW POLICY

Adopted:
Revised:

White Bear Lake Area School District Policy 650

650 SERVICE ANIMALS ON SCHOOL PROPERTY

I. PURPOSE

- A. The purpose of this policy is to establish guidelines and procedures for the use of service animals in the White Bear Lake Area school district, including school buildings, vehicles, and other property.

II. GENERAL STATEMENT OF POLICY

- A. Pursuant to the Americans with Disabilities Act (ADA), Individuals with Disabilities in Education Act (IDEA), Section 504 of the Rehabilitation Act, and other federal and state laws, service animals, under appropriate circumstances, must be allowed to accompany students and employees in public school buildings, vehicles and other property. Accordingly, the school district will comply with all applicable laws governing service animals.
- B. It is recognized that service animals are not pets or comfort animals but perform valuable functions and are trained to do important tasks for individuals with disabilities.
 - a. Use of a service animal by a student with a disability will be allowed in school when it has been determined that the student's disability requires such use for the student to have equal access to and benefit from the services, programs, or activities offered by the school.
 - b. Use of a service animal by an employee with a disability will be allowed when such use is necessary to enable the employee to perform essential functions of his/her position, or to enable the employee to enjoy equal benefits and privileges of employment as are being enjoyed by other similarly situated employees without disabilities.

III. DEFINITIONS

- A. Comfort animal or pet – Animal whose sole function is to provide emotional support, comfort, companionship, therapeutic benefits, or to promote emotional well-being. Such animals shall not be considered to be service animals.
- B. Handler– Person with a disability who is accompanied by a service animal.

- C. Service animal – Dog or miniature horse that is trained, or is in the process of being trained, to do work or perform tasks for the benefit of a person with a disability. The work or tasks performed must be directly related to the handler's disability.
- a. Such tasks include, but are not limited to, guiding individuals with impaired vision; alerting individuals with impaired hearing; providing minimal protection or rescue work; pulling a wheelchair; fetching dropped items; assisting a person during a seizure; alerting a person to the presence of allergens; providing physical support and assistance with balance or stability; or helping persons with psychiatric or neurological disabilities by preventing or interrupting impulsive or destructive behaviors.
 - b. Service animals do not include wild animals (including non-human primates born in captivity), farm animals (including any breed of goat or pig), reptiles, rabbits, ferrets, amphibians, rodents, comfort animals, or pets.
- D. Trainer – Person who is affiliated with a reputable training program for service animals and is training a service animal to do work or perform tasks for the benefit of a person with a disability.

IV. PROCEDURES

- A. Notification required: There is no automatic right for a student or staff member to be accompanied by a service animal in the school or school district setting. A service animal may not be on school district property without approval from district administration. No fewer than three weeks prior (whenever possible) to the placement of a service animal, the parent/guardian, adult student or staff member will provide district administration a letter from their health care provider regarding the need for a service animal. This letter shall identify and describe the need for the service animal as it relates to the student or staff member's disability and describe the manner in which the service animal meets the individual's need(s).
- B. Initial meeting: After receiving notification of the need for a service animal, parties, including, where possible, the student, parent/guardian and/or staff member, district administration (such as building principal), and other appropriate parties (such as members of an IEP team) shall meet. During this meeting the request shall be evaluated and a decision regarding the request for the student or staff member to have the use of the service animal during the school day, at school activities or at the workplace will be made. This evaluation may include a request to formally assess the student's or employee's needs that might explore alternate methods of accommodation. The school district may require a meeting with and/or request additional documentation from the student's health care provider. District administration may also gather information about the service

animal, including details about the tasks the service animal has been trained to perform.

- C. Plan: Upon approval of the service animal, a plan will be developed by the parent/guardian, adult student or staff member and district administration, including the student's IEP team, where appropriate. At a minimum, the plan shall include: identification of handler; alternate person at school who can give commands to the service animal should the need arise; frequency which the service animal will be on school property; specific needs and/or issues related to a service animal in a school setting; annual communication plan to inform students, parents/guardians, and community members of the service animal, including an opportunity to identify issues and concerns; and procedures to introduce the service animal into the school environment. This plan and approval of the service animal is subject to periodic review, revision, or revocation by district administration.
- D. Removal: The district may require a handler or trainer to remove a service animal from district property, a district vehicle, or a school-sponsored event or activity if: The service animal is out of control and the handler does not take effective action to control it; the service animal poses a direct threat to the health and safety of others that cannot be eliminated by reasonable modifications; the animal is not housebroken; or the animal's presence or behavior fundamentally interferes with the functions of or requires fundamental alteration to district programs.
 - a. When there is a legitimate reason to ask that a service animal be removed:
 - i. The handler or trainer may choose to remain on district property, in the district vehicle, or at the school-sponsored event or activity, unless the handler or trainer has violated a law or school regulation that would warrant the removal of the handler or trainer.
 - ii. The person with the disability shall be offered an opportunity to obtain goods and services without the animal's presence.
 - b. If a district administrator recommends excluding, limiting, or removing a service animal, the administrator shall convene a meeting to discuss the reason(s) that require the exclusion, limitation, or removal and any alternate methods or actions may resolve the problem(s).
 - c. A student or staff member with a service animal who is aggrieved by a decision to remove, limit, or exclude a service animal may appeal that decision to the superintendent of the school district. Such an appeal must provide written, detailed information regarding the basis of the appeal.

V. SERVICE ANIMAL REQUIREMENTS

- a. Appropriately trained: Prior to placement in the school building, the school district shall be provided a letter or identification card to demonstrate that the service animal has been trained to perform work or tasks by a reputable agency.
- b. Service animal standards of behavior: The service animal must not disrupt or interfere with the learning or work environment. Requirements for the service animal include the following. The animal:
 - i. must be clean, well-groomed, and not odorous; animal must be under the control of its handler;
 - ii. does not urinate or defecate in inappropriate locations;
 - iii. and/or the animal's conduct does not disrupt the normal course of school business;
 - iv. works without unnecessary vocalization;
 - v. shows no aggression;
 - vi. does not solicit or steal food or other items;
 - vii. has been specifically trained to perform its duties in public and is accustomed to being in public;
 - viii. must be able to lie quietly beside the handler without blocking walkways or exits; and
 - ix. must stay within close proximity of the handler at all times unless the nature of a specific task requires it to be working at a greater distance.

VI. HANDLER RESPONSIBILITIES

- a. Care and supervision: A handler or trainer who is accompanied by a service animal is solely responsible for the care and supervision of the service animal, including, but not limited to, feeding, watering, exercising, cleaning, and toileting. Neither the district nor its staff will assume any such responsibilities.
 - i. The handler or trainer of the service animal shall be liable for any damage to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up and stain removal.
- b. Control of service animal: Every handler or trainer who is accompanied by a service animal is responsible for ensuring that the service animal can be properly harnessed, leashed, or otherwise properly restrained so the handler or trainer can maintain control of the service animal purposefully moving machinery. Determination of whether to limit or exclude access of a service animal to specific programs or areas of the school facility will be made on a case-by-case basis.
- c. Service animals in school district vehicles: Service animals will only be allowed in school district transportation vehicles when it has been determined that the service animal is a necessary part of a transportation accommodation; the inclusion of the service animal is documented on a special transportation form; and the service animal is under the control of the handler at all times, including

when entering and exiting the vehicle.

- i. Arrangements for the transportation of students with service animals shall be initiated by district administration through the school district's Director of Transportation.
- d. Service animals at public events: Handlers and trainers may be accompanied by a service animal while on district property for events that are open to the public. The right of access does not extend to schools generally or to other activities that are not open to the general public. School administrators may inquire of the handler or trainer whether the animal is required because of a disability and the specific tasks that the animal has been trained to perform, but shall not ask questions about the individual's disability.

VII. EXPECTATIONS

- a. Seek permission: Students, parents/guardians, and staff should not feed or pet a service animal without permission from the handler or trainer. In addition, students, parents/guardians, and staff generally should not seek to separate a service animal from its handler or trainer.
- b. Allergies and other medical issues: Students or staff members with allergies or medical issues that are impacted by animals should contact the building principal to convene a meeting. The meeting will consider the conflicting needs and accommodations of all persons involved and will work to balance the rights of all individuals. Generally, allergies that are not life threatening are not a valid reason for prohibiting the presence of a service animal.
 - i. If a student or a staff member assigned to the classroom in which a service animal is permitted suffers a severe allergic reaction to the animal, the handler or trainer will be required to move the animal to a different location designated by the building principal and an alternate plan will be developed with appropriate district staff.
 - ii. If an individual on school transportation suffers an allergic reaction to a service animal, an alternate transportation plan will be developed with appropriate staff and parent/guardian of the student.

VIII. LIABILITY

The staff member, student/parent/guardian, handler, or trainer is liable for any and all damage to district or personal property and any and all injuries to individuals caused by their service animal. The staff member or student/parent who uses a service animal on school district property will hold the district harmless and indemnify the district from any such damages. The staff member or family who owns the service animal and who are the certified handlers will provide the district evidence of liability insurance for the service

animal. The amount of coverage required shall be determined by the school district. When school staff members provide services to the student, and, as part of this service, give commands to the student's service animal, these staff members are acting as district employees and will be covered for liability through the school district.

References: Minn. Stat. § 363A.19
Minn. Stat. § 256C.02
28 C.F.R. § 36.104

AGENDA ITEM: **Action on Proposed Substitute Teacher Rate Change**
MEETING DATE: **December 8, 2014**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Marv Swanson, Interim Director of Human Resources**

BACKGROUND:

As the economy improves, districts across the State of Minnesota are experiencing a reserve teacher shortage, including the Twin Cities and surrounding suburbs. Based on survey data completed by Chris Picha before she left, our rates are competitive in the market; however, to create an incentive for those who reserve teach regularly with us we propose an incentive of \$100 for each 20 day of service period for reserve teachers.

We propose this adjustment for the 2014-15 school year, which would mean that effective with this action some current reserve teachers will already qualify for the incentive.

RECOMMENDATION:

To approve the incentive of \$100 for each 20 day of service period for reserve teachers, and to modify our reserve teacher handbook accordingly.