

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

May 11, 2015

MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Michael J. Lovett
Superintendent of Schools

Date: May 1, 2015

A Student Recognition will be held on **Monday, May 11, 2015**, at **6:15 p.m.** in the Community Room at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, May 11, 2015** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. 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
 - g) Action on Approval of Negotiation Team for 2015-17

B. PUBLIC FORUM

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

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those who wish to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting.
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting

could violate law or policy. Complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.

6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided a contact from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of school board meetings and the meeting process is available at each school board meeting.
8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The School Board Chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

1. Recognize Student Liaisons to the School Board
2. Recognition of Staff Member
3. Update on Evaluation of the 1:1 Initiative in 2014-15 and Plans for 2015-16
4. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of Policies
 - a. Policy 506, Student Discipline
 - b. Policy 509, Enrollment of Nonresident Students
 - c. Policy 510, Student Activities
 - d. Policy 526, Hazing Prohibition

E. OPERATIONAL ITEMS

1. Action on Sale of Alternative Facilities Bonds
2. Action on School Board Policies
 - a. Policy 497, Nepotism
 - b. Policy 802, Disposition of Obsolete Equipment and Material

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Consent Agenda**
CONTACT PERSON(S): **Lori Swanson, School Board Clerk**

Background:

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

Recommendation: Approve minutes.

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

A meeting of the White Bear Lake Area School Board was held on **Monday, April 13, 2015** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:04 p.m.
2. Roll Call – Present: Chapman, Hiniker, Kimball, Mullin, Newberg, Storey.
Absent: Swanson.
Ex-Officio: Dr. Michael Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp.
3. Pledge of Allegiance
4. Hiniker motioned and Mullin seconded to approve the agenda. ***Voice vote: all ayes.***
Motion carried.
5. Storey motioned and Chapman seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of March 2, 2015 and work-study session of March 23, 2015;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of resolution to approve overnight fieldtrips;
 - Passage of resolution to approve personnel issues to include:
 - **Resignations/Termination – Classified Staff**
Lindsay McDaniels – Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 09/02/2014
Effective Date: 06/05/2015
Linnae Meysembourg – Part Time Cook, Hugo Elementary
Employed by District 624 since 12/17/2014
Effective Date: 03/20/2015
Lee Peterson – Part Time Cook, High School – South Campus
Employed by District 624 since 05/19/2014
Effective Date: 04/06/2015
Andrea Wildman Hilal – Community Education Adult Programs Coordinator,
District Wide
Employed by District 624 since 10/17/2005
Effective Date: 04/30/2015
 - **Resignations/Termination – Certified Staff**
Kari Johnson – Grade 4 Teacher, Willow Lane Elementary
Employed by District 624 since 08/21/2013
Effective Date: 06/08/2015
Christopher Lyons – Industrial Technology Teacher, Central Middle School
Employed by District 624 since 08/24/2011
Effective Date: 06/08/2015
Allison Smith – Physical Therapist, District Wide
Employed by District 624 since 08/20/2014
Effective Date: 06/08/2015
 - **Retirement – Classified Staff**
Kristin Holthus – ELL Assistant, Sunrise Park Middle School
Employed by District 624 since 01/21/2003
Effective Date: 06/04/2015

Patricia Wise – Administrative Assistant-Principal, Willow Lane Elementary
Employed by District 624 since 10/06/1997
Effective Date: 06/12/2015

Patricia Wynn – Administrative Assistant-Building Assistant, Hugo Elementary
Employed by District 624 since 04/13/1992
Effective Date: 06/05/2015

➤ **Retirement – Certified Staff**

Deborah Bleymeyer – Elementary Education Teacher, Willow Lane Elementary
Employed by District 624 since 08/24/2006
Effective Date: 06/08/2015

Christine Dahl – Media Specialist, Lincoln & Otter Lake Elementary
Employed by District 624 since 08/23/1999
Effective Date: 06/08/2015

Fay Kotilinek – German Teacher, Central & Sunrise Park Middle School
Employed by District 624 since 01/28/2008
Effective Date: 06/08/2015

Patricia Maderich – Elementary Education Teacher, Vadnais Heights Elementary, Employed by District 624 since 09/14/1992
Effective Date: 06/08/2015

Christine Plana – Language Arts Teacher, Central Middle School
Employed by District 624 since 08/22/1996
Effective Date: 06/08/2015

Lori Quello – Art Teacher, Sunrise Park Middle School
Employed by District 624 since 08/22/1991
Effective Date: 06/08/2015

➤ **Resignation Agreement**

Judith Mueller – Administrative Assistant to the Asst. Superintendent, District Center
Employed by District 624 since 06/03/2013
Effective Date: 06/30/2015

➤ **Retirement Agreement**

Annetta Leigh – ESCE Teacher, Normandy Park
Employed by District 624 since 07/15/1991
Effective Date: 06/30/2015

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

Roxanne Elinger – Part Time Cook – High School–South Campus
Employed by District 624 since 12/04/2006
Effective Date: January 10, 2015 through March 27, 2015

Thresa Zaccardi – Bus Aide – Bus Garage
Employed by District 624 since 08/26/2004
Effective Date: March 16, 2015 through May 1, 2015

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

Karla Cummins – Social Studies Teacher, High School – South Campus
.30 Leave (.70 position)
Effective Date: 2015-2016 School Year

Nicole Mcgarthwaite – Social Studies Teacher, High School – South Campus
.30 Leave (.70 position)
Effective Date: 2015-2016 School Year

Aimee Pollard – Speech & Language Pathologist, Birch Lake & Otter Lake Elementary
.20 Leave (.80 position)

Effective Date: 2015-2016 School Year
Erica Suchy – Mathematics Teacher, High School – North Campus
.20 Leave (.80 position)

Effective Date: 2015-2016 School Year
Stephanie Tollison – Psychologist, Sunrise Park Middle School
.20 Leave (.80 position)

Effective Date: 2015-2016 School Year
Rachel Zitzow – ELL Teacher, Lakeaires Elementary
.30 Leave (.70 position)

Effective Date: 2015-2016 School Year

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

Kelly Coorough – Elementary Education Teacher, Matoska International
Employed by District 624 since 08/27/2009

Effective Date: March 5, 2015 through May 13, 2015

Odelis Garcia-Anderson – Music Teacher – Sunrise Park Middle School
Employed by District 624 since 08/21/2008

Effective Date: March 16, 2015 through May 1, 2015

Jennifer Johnson – Guidance Counselor, High School – South Campus
Employed by District 624 since 08/26/2004

Effective Date: February 24, 2015 through April 17, 2015

Erin Mass – Elementary Education Teacher, Oneka Elementary
Employed by District 624 since 08/26/2004

Effective Date: 2015-2016 School Year

Samantha Rittenour – Intervention Teacher – Willow Lane Elementary
Employed by District 624 since 08/21/2013

Effective Date: April 1, 2015 through May 22, 2015

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

Elizabeth Evert – Spanish Teacher, High School – North Campus
From 1.0 f.t.e. to .80 f.t.e.

Effective Date: 2015-2016 School Year

Wendy Hoernemann – Science Teacher, High School – North Campus
From 1.0 f.t.e. to .80 f.t.e.

Effective Date: 2015-2016 School Year

➤ **New Personnel – Classified Staff**

Mitchell Gonsoski – Custodian, High School – North Campus
\$16.78 / hr. + .25 SD, 8.0 hrs. / 72 days \$9,809.28

Effective Date: 03/23/2015

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

Nicole Acciari – Out of School Time Site Lead – Vadnais Heights & Willow Lane Elementary

\$18.50 / hr., 8.0 hrs. / 65 days \$9,620.00

Effective Date: 04/01/2015

Margaret Anderson – Out of School Time Site Lead – Oneka Elementary
\$20.00 / hr., 8.0 hrs. / 65 days \$10,400.00

Effective Date: 04/01/2015

Linda Andert – Transportation Coordinator – District Center
Approximately \$14,498.08 (Pro-rated on \$88,000)

Effective Date: 05/01/2015

Daniel Gelderman – Out of School Time Activity Leader – Lincoln Elementary
\$16.00 / hr., 7.5 hrs. / 54 days \$6,480.00

Effective Date: 04/16/2015

Sarah Jamieson – Out of School Time Site Lead – Lakeaires & Matoska International

\$19.00 / hr., 8.0 hrs. / 60 days \$9,120.00

Effective Date: 04/08/2015

Molly Lund – Out of School Time Activity Leader – Birch Lake Elementary

\$14.00 / hr., 7.0 hrs. / 54 days \$5,292.00

Effective Date: 04/16/2015

Shannon Swanson – Out of School Time Site Lead – Otter Lake Elementary

\$20.50 / hr., 8.0 hrs. / 65 days \$10,660.00

Effective Date: 04/01/2015

Carrie Troske – Out of School Time Site Lead – Birch Lake & Lincoln Elementary

\$18.50 / hr., 8.0 hrs. / 65 days \$9,620.00

Effective Date: 04/01/2015

Jane Tuttle – Out of School Time Activity Leader – Willow Lane Elementary

\$14.75 / hr., 7.0 hrs. / 54 days \$5,575.50

Effective Date: 04/16/2015

Ami Wazlawik – Out of School Time Activity Leader – Lakeaires Elementary

\$14.50 / hr., 7.5 hrs. / 54 days \$5,872.50

Effective Date: 04/16/2015

➤ **New Long Term Substitute – Certified Staff**

Maggie Clark – 5th Grade Teacher, Lincoln Elementary

MA, Step 1 \$11,509.96 (Pro-rated on \$43,783)

Effective Date: March 30, 2015 through June 8, 2015

Elizabeth Lamb – Language Arts Teacher, High School – North Campus

BA, Step 1 \$7,288.20 (Pro-rated on \$39,275)

Effective Date: April 20, 2015 through June 8, 2015

Rebekka McCormick – Guidance Counselor, High School – South Campus

MA, Step 1 \$8,011.83 (Pro-rated on \$43,783)

Effective Date: February 24, 2015 through April 17, 2015

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

B. PUBLIC FORUM – Two Boy Scouts working towards their Eagle Scout Awards were introduced and congratulated on working towards this prestigious award.

C. INFORMATION ITEMS

1. International Update

a. Schools Without Walls – Middle School

Lindsey and David Lamwers, White Bear Lake Area Schools (WBLAS) middle school science teachers, coordinated a trip for middle school students to Costa Rica through the organization Schools without Walls during our recent spring break. The Lamwers and several of their students who participated talked about their experiences.

b. Welcome Teacher from Hangzhou Foreign Languages School – Zhenzhen Wang, also known as Hazel, is this year's exchange teacher from Hangzhou Foreign Languages School. This is a partnership that WBLAS and Hangzhou have participated in since the spring of 2010. Hazel spoke of her experiences with students in the District as well as living in this area.

2. Presentation on United Way Grant – WBLAS was awarded a prestigious grant by the United Way in the amount \$250,000 to be used towards the purchase of equipment that will aid in the development of a manufacturing pathway. In addition the United Way is providing funding to HIRED, a workforce development organization to provide for a staff person who will function as a career navigator to South Campus. WBLAS has developed a network of 15 industry professionals interested in promoting the development of employees prepared for success in the manufacturing industry. Skills developed through this new program are certified through the National Institute of Metalworking Skills (NIMS) credentials. Upon satisfactory completion of both performance tests and related theory exams, White Bear Lake Area High School (WBLAHS) students will receive level 1 and level 2 certification. Recognized this evening were Delroy Nyren, Technology Education teacher, Tim Wald, principal at South Campus, Don Bosch, principal at North Campus, Sara Paul, assistant superintendent along with business partners Jim Stephan representing Dufresne Manufacturing, Ling Becker representing the Vadnais Heights Economic Development Corporation and Rich Wessels representing HIRED.
3. Superintendent's Report – Dr. Lovett reported on the following:
 - Prior to this evening's Board meeting the following students and their coaches/mentors were recognized for representing the District in state or national level contests: Middle school choir members, middle school artists, high school boys' swim and dive, girls' basketball. Congratulations to all!
 - The 2015 Teacher of the Year Extravaganza will be held on April 16 at WBLAHS South Campus. Six finalists were recently interviewed by a panel of District employees and community members. Best wishes to all!
 - The Excellence Event honoring the top ten percent of the senior class for their academic achievements will take place on April 29. Each student has selected an educator to honor as they receive this award.
 - The Middle School Musical this year is The Little Mermaid, Jr. Performances are April 23, 24 and 25 and will be held at the Community Auditorium. More information on the times and ticket purchases may be found on the District website.
 - District Students are invited to participate in two contests: The "All-American Bears" button design contest due April 24 and open to students K-5 and the Writing Contest for Grades K-8, due on May 4.
 - A Community Baby Shower will be held on May 5 for all community members who have new babies, birth to 6 months old. The event will be held at Normandy Park Education Center at 9:30 a.m. and is a free event. Free childcare and transportation are available.
 - Several of our students recently testified at the Legislature on the topics of water conservation and career readiness. In addition, students from the Superintendent Student Advisory Council, grades 8-12, toured the capitol and spoke with legislators and also observed an Education Committee meeting.

Additional information on the above may be found on the District website:
www.isd624.org.

D. DISCUSSION ITEMS

1. First Reading of Policies Policy 497, Nepotism and Policy 802, Disposition of Obsolete Equipment and Material. These policies will be on the May11 Board agenda for action.

E. OPERATIONAL ITEMS

1. Chapman motioned and Hiniker seconded to authorize administration to submit the proposed Achievement and Integration budget to the Minnesota Department of Education. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
2. Storey motioned and Kimball seconded to approve the resolution for non-renewal of probationary licensed staff. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
3. Hiniker motioned and Kimball seconded to approve the resolution stating the intention of the School Board to issue General Obligation Bonds to Finance projects included in the District's approved Ten-Year Facility Plan; Covenanting and Obligating the District to be bound by and to Use the Provisions of Minnesota Statutes, Section 126.C.55 to guarantee the payment of the principal and interest on the bonds. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
4. Mullin motioned and Storey seconded to accept the bid for the South Campus temperature controls replacement project submitted by UHL Company, Inc. in the amount of \$578,000. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
5. Mullin motioned and Kimball seconded to accept the bid for the South Campus athletic field lighting replacement project submitted by Kilmer Electric in the amount of \$178,800. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
6. Hiniker motioned and Storey seconded to accept the bid for the South Campus artificial turf field construction project submitted by Peterson Companies in the amount of \$559,000. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
7. Kimball motioned and Chapman seconded to approve a contract with Kiefer Specialty Flooring, Inc. for the South Campus artificial turf surface in the amount of \$692,430. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
8. Chapman motioned and Storey seconded to accept the \$250,000 grant award from the United Way to continue the development of a manufacturing career pathway. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
9. Hiniker motioned and Storey seconded to approve the resolution relating to choosing nominees for election to the school board and calling the school district primary election. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**
10. Hiniker motioned and Mullin seconded to approve the resolution establishing dates for filing affidavits of candidacy for the 2015 school board election. **Roll call vote: ayes, Chapman, Hiniker, Kimball, Mullin, Newberg, Storey. Nays, none. Motion carried.**

- F. BOARD FORUM** – Newberg invited the community to attend the Sips and Swallows event at South Campus on April 16 at 7 p.m. Kimball thanked all who attended our Board meeting this evening and especially students. He also thanked those who will be retiring for their service to the District and wished them well.
- G. ADJOURNMENT** – Hiniker motioned and Newberg seconded to adjourn the meeting at 8:35 p.m. **Voice vote: all ayes. Motion carried.**

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

A work-study session of the White Bear Lake Area School Board was held on Monday, April 27, 2015 at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Newberg called the meeting to order at 5:30 p.m. Item 1(d) as to the district’s communication and marketing plan was removed from the agenda and will be included in a future work study session.

Roll Call – Present: Swanson, Chapman (arrived at 5:47 p.m.), Hiniker, Kimball, Mullin, Newberg, Storey.

Ex-Officio: Lovett

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

B. DISCUSSION ITEMS

1. Update on School Board/Superintendent Goals
 - a. Action Steps IV.11, 13, 14 and 15, Including Update on Successful Technology Integration and 1:1 Program – Mark Garrison and Noel Schmidt provided an update on how the technology plan enhances the strategic goals and objectives as to student learning opportunities, as well as an update on the district’s 1:1 program. Discussion continued as to classroom dynamics and student engagement, Schoology, other technologies in the classroom and the importance of digital citizenship. Complete information on the presentation can be found on the district’s website.
 - b. Action Steps VI.1, 2, 3, 5, 6, Including Update and Presentation on Progress on Equity Plan – Linda Goers, Kathleen Daniels and administration provided an update on the district’s equity plan, including alignment, implementation and delivery, key programs. Complete information on the presentation can be found on the district’s website.
 - c. Action Step V.1, 2 and 3: Update on Partnership Policy Implementation – Kristine Wehrkamp provided an update on the district’s implementation of the Partnership Policy that was approved in July 2014. The presentation included information on the definition of partnerships between the district and non-district entities; review, approval, and evaluation process; needs assessment, and application process to ensure alignment with district strategic goals and objectives.

Hiniker moved and Newberg seconded to recess the work study session at 7:30 p.m. in order for the School Board to conduct a Labor Negotiation Session.

The following portion of the meeting was closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25.

2. Labor Negotiation Session – The Labor Negotiation Session was convened at 7:36 p.m. Present were all members of the School Board, as well as Lovett, Paul, Kazmierczak and Paul.

C. ADJOURNMENT – Hiniker moved and Newberg seconded to adjourn the meeting at 7:51 p.m.

Submitted by: Lori Swanson, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **May 11, 2015**

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 - April

	4/9/2015	4/15/2015	4/30/2015
State of MN - Unemployment Insurance	5939.31		
Direct Deposit 411052-412469		1,602,027.38	
U.S. Treasury (FICA, Medicare, withholding)		607,432.83	
MN State Income Tax		92,495.92	
PERA		98,332.63	
TRA		292,474.36	
ING		4,538.17	
American Funds		73,283.67	
White Bear Lake Teacher's Association		36,257.94	
MN State Levies		465.68	
Direct Deposit 412470-412855			1,573,635.85
U.S. Treasury (FICA, Medicare, withholding)			601,483.95
MN State Income Tax			91,822.67
PERA			96,789.13
TRA			291,501.56
ING			4,582.84
American Funds			74,760.29
White Bear Lake Teacher's Association			36,257.64
MN State Levies			2,268.39
Extended Day Dues			437.85
			2,773,540.17

Check Nbr	Vendor Name	Check Date	Check Amount
141501154	AMON, LYNN M	04/01/2015	12.59
141501155	ANDERSON, JON C	04/01/2015	103.32
141501156	BISKE, EMILY R	04/01/2015	23.76
141501157	BLODGETT, TRACY S	04/01/2015	815.36
141501158	BROOKSHAW, SUSAN ELIZABETH	04/01/2015	40.00
141501159	CARDENAS, DAVID ANTHONY	04/01/2015	129.25
141501160	DAHLEM, TERESA	04/01/2015	75.00
141501161	DENUCCI, KRISTINA E	04/01/2015	97.64
141501162	DUNNIGAN, COLLEEN	04/01/2015	54.59
141501163	FOLEY, SHANNON M	04/01/2015	23.52
141501164	GIESE, RACHEL M	04/01/2015	109.85
141501165	GRANGER, BARBARA J	04/01/2015	85.00
141501166	GRANT, SHANNON	04/01/2015	152.53
141501167	GRAY, DONALD E	04/01/2015	88.00
141501168	GROPPOLI, KADI L	04/01/2015	267.40
141501169	HAMILTON, CONSTANCE M	04/01/2015	1,151.63
141501170	HARRIMAN, DION D	04/01/2015	1,377.02
141501171	HEALY, JASON CHARLES	04/01/2015	1,068.74
141501172	HOERNEMANN, WENDY S	04/01/2015	132.95
141501173	HOFMEISTER, KRISTEN M	04/01/2015	100.51
141501174	HUANG, PEI	04/01/2015	97.11
141501175	HULTMAN, CAROL LINDA	04/01/2015	679.80
141501176	IVEY, JEFFREY D	04/01/2015	145.30
141501177	JOHNSON, KIRK W	04/01/2015	135.66
141501178	KATH, ABBY J	04/01/2015	130.00
141501179	KAZMIERCZAK, WAYNE A	04/01/2015	639.63
141501180	KNUTSON, CASSANDRA M	04/01/2015	1,775.75
141501181	KRUEGER, LAURA J	04/01/2015	360.94
141501182	LAFRINIER, JENNIFER A	04/01/2015	153.64
141501183	LAMWERS, LINDSAY M	04/01/2015	164.36
141501184	LANE, MARGARET J	04/01/2015	91.36
141501185	LARSON, KAREN L	04/01/2015	93.27
141501186	LARSON, SCOTT A	04/01/2015	88.00
141501187	LAU, LAI F	04/01/2015	304.12
141501188	LILLIE, KRISTEN	04/01/2015	146.41
141501189	LOCKWOOD, KEITH H	04/01/2015	347.17
141501190	LODERMEIER, EILEEN F	04/01/2015	65.97
141501191	LOVETT, MICHAEL J	04/01/2015	905.91
141501192	MANN, KATHERINE L	04/01/2015	8.97
141501193	MARSH, KATHERINE M	04/01/2015	65.00
141501194	MCDOWELL, ROBERT C	04/01/2015	286.80
141501195	MCGLYNN, ANN M	04/01/2015	19.04
141501196	MENCKE, LAURIE ANN	04/01/2015	94.27
141501197	MOWERY, TRACY L	04/01/2015	538.11
141501198	MUNDELL, GERALD K	04/01/2015	40.00
141501199	NASVIK, CRAIG S	04/01/2015	38.00
141501200	NYREN, DELROY E	04/01/2015	352.80
141501201	PARSHALL, DANIELLE M	04/01/2015	34.50
141501202	PEARSON, JILL M	04/01/2015	1,552.80
141501203	POST, JEREMY J	04/01/2015	401.83

Check Nbr	Vendor Name	Check Date	Check Amount
141501204	PRISSEL, JESSIE L	04/01/2015	139.42
141501205	ROBERTS, NIKOLE K	04/01/2015	87.40
141501206	ROCKFORD, JEREMY W	04/01/2015	100.00
141501207	SAGDALEN, NATALIE R	04/01/2015	62.01
141501208	SALKOWICZ, JASON J	04/01/2015	25.00
141501209	SEHR, DEBRA JEAN	04/01/2015	131.50
141501210	SELBY, MARY JANE	04/01/2015	25.00
141501211	STRUNTZ, WILLIAM A	04/01/2015	64.15
141501212	VASKE, MARY M	04/01/2015	356.40
141501213	VETTE, MARISA AA	04/01/2015	836.60
141501214	WANG, ZHEN ZHEN	04/01/2015	615.60
141501215	WHELAN, KATHRYN L	04/01/2015	59.23
141501216	WILLCOXON SR, PETER	04/01/2015	629.40
141501217	XU, HUI	04/01/2015	154.32

64	ACH	Check(s) For a Total of	18,951.21
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	64	ACH	Checks For a Total of	18,951.21
	0	Computer	Checks For a Total of	0.00
Total For	64	Manual, Wire Tran, ACH & Computer Checks		18,951.21
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		18,951.21

Check Nbr	Vendor Name	Check Date	Check Amount
60857	AARP DRIVER SAFETY PROGRAM	04/02/2015	440.00
60858	AARP DRIVER SAFETY PROGRAM	04/02/2015	580.00
60859	AFTON ALPS SKI AREA	04/02/2015	190.00
60860	AID FOR AFRICA	04/02/2015	296.25
60861	AMAZON	04/02/2015	1,279.62
60862	AMAZON	04/02/2015	361.22
60863	AMAZON	04/02/2015	1,602.27
60864	ANDERSON, DAVE	04/02/2015	83.98
60865	ANIMAL HUMANE SOCIETY	04/02/2015	70.00
60866	APPLIED ENVIRONMENTAL SCI INC	04/02/2015	6,163.00
60867	ARCH LANGUAGE NETWORK	04/02/2015	200.00
60868	ASSOC OF RECOVERY SCHOOLS (ARS	04/02/2015	6,000.00
60869	ASTLEFORD INTERNATIONAL TRUCKS	04/02/2015	38.02
60870	AT & T MOBILITY	04/02/2015	904.12
60871	BARNES & NOBLE	04/02/2015	131.79
60872	BARNETT WB CHRYSLER JEEP DODGE	04/02/2015	135.12
60873	BEST BUY BUSINESS ADVANTAGE AC	04/02/2015	591.44
60874	BEST WESTERN WB COUNTRY INN	04/02/2015	1,920.00
60875	BINSFIELD, JEANNE OR NEAL	04/02/2015	4.00
60876	BIOCLEAN MOBILE WASH INC	04/02/2015	602.85
60877	BLUEBIRD SCREEN PRINT	04/02/2015	1,232.69
60878	BOE ORNAMENTAL IRON INC	04/02/2015	34,480.00
60879	BOSCH, KERRI	04/02/2015	35.98
60880	BSN SPORTS	04/02/2015	149.18
60881	THE BUG COMPANY	04/02/2015	16.00
60882	CAPEDER, BETTY	04/02/2015	351.00
60883	CAPITAL ONE COMMERCIAL	04/02/2015	306.17
60884	CDW GOVERNMENT INC	04/02/2015	549.81
60885	CLASSROOM PRODUCTS	04/02/2015	296.34
60886	COBORNS DELIVERS	04/02/2015	206.12
60887	COMCAST	04/02/2015	66.90
60888	COMPASS MINERALS	04/02/2015	4,082.78
60889	CONNEY SAFETY	04/02/2015	81.60
60890	CONSTANTINE DANCE CLASSES	04/02/2015	731.50
60891	CONTINENTAL CLAY CO	04/02/2015	1,013.69
60892	CONTINENTAL RESEARCH CORP	04/02/2015	1,104.32
60893	COUNTRY VIDEO BARN	04/02/2015	161.59
60894	CUB FOODS OF WHITE BEAR TWSHP	04/02/2015	272.30
60895	CUMMINS NPOWER LLC	04/02/2015	700.94
60896	DELTA EDUCATION	04/02/2015	36.20
60897	DELVIES PLASTICS	04/02/2015	92.14
60898	DEMCO INC	04/02/2015	171.12
60899	DESIGNER SIGN SYSTEMS INC	04/02/2015	180.94
60900	DISCOUNT SCHOOL SUPPLY	04/02/2015	83.00
60901	DISCOUNT MUGS	04/02/2015	247.00
60902	DOMINOS PIZZA	04/02/2015	33.99
60903	DOMINOS PIZZA	04/02/2015	58.48
60904	DONATELLI'S	04/02/2015	200.27
60905	DOOR SERVICE COMPANY	04/02/2015	795.00
60906	DOCUMENT TECH SOLUTIONS INC	04/02/2015	1,989.61

Check Nbr	Vendor Name	Check Date	Check Amount
60907	DW WRESTLING PRODUCTS	04/02/2015	1,815.75
60908	E & M CONSULTING	04/02/2015	1,099.00
60909	ECKROTH MUSIC	04/02/2015	37.36
60910	EICHINGER, MICHELLE SUZANNE	04/02/2015	10.00
60911	EYE BOX TOOLS	04/02/2015	600.00
60912	FASTENAL COMPANY	04/02/2015	188.40
60913	FESTIVAL FOODS-KNOWLAN'S	04/02/2015	436.75
60914	FIRST STUDENT INC	04/02/2015	10,000.32
60915	FITBIT	04/02/2015	9,568.00
60916	FOLLETT SCHOOL SOLUTIONS INC	04/02/2015	756.34
60917	FOREST LAKE PRINTING	04/02/2015	205.10
60918	FRASSATI CATHOLIC ACADEMY	04/02/2015	12,664.55
60919	FREY SCIENTIFIC	04/02/2015	160.16
60920	FRONTRUNNER EVENTS	04/02/2015	536.00
60921	GABRIELSON, MICHAEL LLOYD	04/02/2015	16.99
60922	GARDEN & ASSOCIATES INC	04/02/2015	155.00
60923	GENERAL PARTS LLC	04/02/2015	408.31
60924	GETTY, JOSEPH P	04/02/2015	225.00
60925	GILLETTE CHILDREN'S SPECIALTY	04/02/2015	90.00
60926	GOLDCOM INC	04/02/2015	591.00
60927	GOVDOCS	04/02/2015	498.91
60928	GRAFFIC TRAFFIC LLC	04/02/2015	80.00
60929	Vendor Continued Check	04/02/2015	0.00
60930	GRAINGER	04/02/2015	1,063.13
60931	GRANDMA'S BAKERY INC	04/02/2015	118.17
60932	GRAPHIC OPTIONS LLC	04/02/2015	325.00
60933	GREATAMERICA FINANCIAL SERVICE	04/02/2015	1,100.90
60934	GROUP TRAVEL PLANNERS	04/02/2015	1,036.00
60935	H2O FOR LIFE	04/02/2015	560.00
60936	HICKS, SUSAN L	04/02/2015	138.90
60937	HISDAHL INC	04/02/2015	17.40
60938	Vendor Continued Check	04/02/2015	0.00
60939	Vendor Continued Check	04/02/2015	0.00
60940	HOGLUND BUS AND TRUCK CO	04/02/2015	8,934.33
60941	HOLIDAY INN & SUITES ST CLOUD	04/02/2015	389.80
60942	HOUSE OF PRINT	04/02/2015	8,187.04
60943	IMAGE BUILDERS	04/02/2015	371.00
60944	INNOVATIVE OFFICE SOLUTIONS	04/02/2015	432.91
60945	INSPIRED MASTERY	04/02/2015	55.95
60946	INSTITUTE FOR EDUCATIONAL DEV	04/02/2015	229.00
60947	INTEGRA TELECOM	04/02/2015	319.02
60948	INTEGRA	04/02/2015	3,116.25
60949	INY ASIAN DANCE THEATER	04/02/2015	350.00
60950	ISD #621 MOUNDS VIEW PUBLIC SC	04/02/2015	68,694.59
60951	JACKI BRICKMAN INC	04/02/2015	1,600.00
60952	JW PEPPER & SON INC	04/02/2015	80.98
60953	K12 TRANSPORTATION MGMT SERVIC	04/02/2015	153,598.81
60954	KATH FUEL OIL SERVICE CO	04/02/2015	21,266.42
60955	KAUSS, DEL	04/02/2015	75.00
60956	KIMBALL MIDWEST	04/02/2015	250.90

Check Nbr	Vendor Name	Check Date	Check Amount
60957	KITTELSON MARKETING CO INC	04/02/2015	21.60
60958	KONICA MINOLTA PREMIER FINANCE	04/02/2015	4,629.14
60959	Vendor Continued Check	04/02/2015	0.00
60960	Vendor Continued Check	04/02/2015	0.00
60961	Vendor Continued Check	04/02/2015	0.00
60962	KRAFT CONTRACTING & MECHANICAL	04/02/2015	21,109.49
60963	KRIVANEK, RICHARD JAMES	04/02/2015	400.00
60964	KULLY SUPPLY COMPANY	04/02/2015	692.91
60965	LEE, CHARLOTTE L	04/02/2015	274.10
60966	LIBRARIANS CHOICE	04/02/2015	100.00
60967	MN ASSOC FOR CHILDREN'S MENTAL	04/02/2015	1,020.00
60968	MAGNUSON, CHERYL	04/02/2015	19.50
60969	MAHS/MASC	04/02/2015	650.00
60970	MANITOU STATION	04/02/2015	1,303.34
60971	MAREDY FUNDRAISING	04/02/2015	240.00
60972	MARKETFEST	04/02/2015	210.00
60973	THE MASTER TEACHER	04/02/2015	544.88
60974	MCDONOUGH'S WATERJETTING AND	04/02/2015	4,762.92
60975	MN COUNCIL OF TEACHERS OF MATH	04/02/2015	405.00
60976	METRO ECSU	04/02/2015	135.00
60977	MID CITY SERVICES - INDUSTRIAL	04/02/2015	1,496.25
60978	MIDWEST BUS PARTS INC	04/02/2015	177.69
60979	MIDWEST HOME	04/02/2015	9.95
60980	MINNEAPOLIS INSTITUTE OF ARTS	04/02/2015	40.00
60981	MINVALCO INC	04/02/2015	1,644.71
60982	MK MECHANICAL INC	04/02/2015	1,707.65
60983	MN AIDS PROJECT	04/02/2015	150.00
60984	MN DEPT OF LABOR & INDUSTRY	04/02/2015	35.00
60985	MN ELEVATOR INC	04/02/2015	798.33
60986	MN HISTORICAL SOCIETY	04/02/2015	360.00
60987	MN HISTORICAL SOCIETY	04/02/2015	520.00
60988	MN HISTORICAL SOCIETY PRESS	04/02/2015	20.00
60989	MN PCS USERS' GROUP	04/02/2015	35.00
60990	MN POLLUTION CONTROL AGENCY	04/02/2015	774.00
60991	MN PREMIER PUBLICATIONS	04/02/2015	1,416.00
60992	MN TWINS	04/02/2015	610.00
60993	MN UTILITIES & EXCAVATING	04/02/2015	15,950.00
60994	MN ASSOC FOR FAMILY & EARLY ED	04/02/2015	220.00
60995	MOORE, CYNTHIA A	04/02/2015	1,130.60
60996	MOORHEAD MACHINERY & BOILER CO	04/02/2015	1,060.00
60997	MORAN, KRISTI	04/02/2015	227.53
60998	MN REC & PARK ASSN (MRPA)	04/02/2015	160.00
60999	MN SCHOOL BOARDS ASSN	04/02/2015	90.00
61000	MUSIC THEATER INTL	04/02/2015	30.00
61001	NABORS JR, DWAYNE L	04/02/2015	82.50
61002	NAC MECHANICAL & ELECTRICAL SE	04/02/2015	275.00
61003	NAMI-MN	04/02/2015	100.00
61004	Vendor Continued Check	04/02/2015	0.00
61005	NARDINI FIRE EQUIPMENT CO INC	04/02/2015	954.60
61006	NASSEFF MECH CONTRACTORS	04/02/2015	4,261.79

Check Nbr	Vendor Name	Check Date	Check Amount
61007	NCPERS MINNESOTA	04/02/2015	240.00
61008	NELSON, DON	04/02/2015	150.00
61009	Vendor Continued Check	04/02/2015	0.00
61010	NORTH CENTRAL TRUCK EQUIPMENT	04/02/2015	2,198.25
61011	NORTHBOUND CREATIVE	04/02/2015	2,671.82
61012	Vendor Continued Check	04/02/2015	0.00
61013	NORTHEAST METRO INTERMEDIATE D	04/02/2015	90,024.40
61014	NORTHERN FOREST PRODUCTS LLC	04/02/2015	503.04
61015	NOVAK, JANICE S	04/02/2015	322.00
61016	OFFICE DEPOT	04/02/2015	59.95
61017	ONEKA PTA	04/02/2015	60.00
61018	PADELFORD PACKET BOAT CO	04/02/2015	893.00
61019	PARKER, OWEN GRAND	04/02/2015	50.00
61020	PETERSON BROS ROOFING & CONST	04/02/2015	1,101.63
61021	PITNEY BOWES INC	04/02/2015	76.25
61022	PLAYWORKS EDUC ENERGIZED	04/02/2015	1,500.00
61023	POLAR CHEVROLET MAZDA	04/02/2015	17.92
61024	POSTMASTER	04/02/2015	1,660.00
61025	PREMIUM WATERS INC	04/02/2015	113.70
61026	PRESS PUBLICATIONS	04/02/2015	747.05
61027	R & R SPECIALTIES INC	04/02/2015	224.00
61028	Vendor Continued Check	04/02/2015	0.00
61029	Vendor Continued Check	04/02/2015	0.00
61030	RAMSEY COUNTY	04/02/2015	9,025.76
61031	RAMSEY COUNTY	04/02/2015	84.50
61032	RAMSEY COUNTY HISTORICAL SOC	04/02/2015	50.00
61033	RAMSEY COUNTY PARKS/REC DEPT	04/02/2015	878.88
61034	REDWOOD TOXICOLOGY LABORATORY	04/02/2015	124.75
61035	RENNER, STEPHEN	04/02/2015	275.10
61036	RICOH AMERICAS CORP	04/02/2015	450.96
61037	RINK-TEC INTERNATIONAL INC	04/02/2015	33,250.00
61038	RUEBL, CELESTE B	04/02/2015	558.83
61039	SAFETY-KLEEN CORP	04/02/2015	353.42
61040	SAFEWAY DRIVING SCHOOL	04/02/2015	9,765.00
61041	SAM'S CLUB/SYNCHRONY BANK	04/02/2015	328.76
61042	SAM'S CLUB/SYNCHRONY BANK	04/02/2015	36.44
61043	SAM'S CLUB/SYNCHRONY BANK	04/02/2015	830.33
61044	SANDERSON, KELLY ANN	04/02/2015	35.00
61045	SAVE THE CHILDREN	04/02/2015	178.00
61046	SCANTRON CORPORATION	04/02/2015	70.94
61047	SCHMITT MUSIC COMPANY	04/02/2015	40.00
61048	SCHOLASTIC BOOK FAIRS	04/02/2015	1,214.61
61049	SCHOOL BOARD SUPPORT SERVICES	04/02/2015	750.00
61050	SCHOOL CHECK IN	04/02/2015	135.00
61051	SCHOOLSIN.COM	04/02/2015	1,349.19
61052	SEW EASY DESIGNS	04/02/2015	1,398.00
61053	SHIFFLER EQUIPMENT SALES INC	04/02/2015	24.72
61054	SIMPLEXGRINNELL LP	04/02/2015	244.00
61055	SKYWARD INC	04/02/2015	31,389.00
61056	SMITH, SARAH ANN	04/02/2015	320.00

Check Nbr	Vendor Name	Check Date	Check Amount
61057	Vendor Continued Check	04/02/2015	0.00
61058	SCHOOL NUTRITION ASSOC (SNA)	04/02/2015	212.00
61059	SNAP-ON	04/02/2015	47.15
61060	SOFTERWARE	04/02/2015	25.00
61061	SOLBERG, BEVERLY JEAN	04/02/2015	600.00
61062	SPORTHILL	04/02/2015	494.45
61063	SPRING BROOK RESORT	04/02/2015	1,030.01
61064	ST PAUL SENIOR WORKERS ASSOC	04/02/2015	40.00
61065	ST SAUVER, LAURA	04/02/2015	251.93
61066	STATE SUPPLY CO	04/02/2015	1,505.81
61067	STEERE, TONYA MARIE	04/02/2015	100.00
61068	STEINBRECHER PAINTING INC	04/02/2015	5,000.00
61069	SUMMIT COMPANIES	04/02/2015	500.00
61070	SUOJA, KEVIN L	04/02/2015	225.00
61071	SVL SERVICE CORPORATION	04/02/2015	2,566.00
61072	TAMARACK NATURE CENTER	04/02/2015	2,117.50
61073	TARGET COMMERCIAL INTERIORS	04/02/2015	3,970.80
61074	TEACHER INNOVATIONS INC	04/02/2015	162.00
61075	TEENWISE MINNESOTA	04/02/2015	200.00
61076	TENNIS WAREHOUSE	04/02/2015	559.80
61077	TIES	04/02/2015	2,600.00
61078	TRADE PRESS INC	04/02/2015	2,173.00
61079	TRANE US INC	04/02/2015	407.20
61080	TRANS-MISSISSIPPI BIO SUPPLY	04/02/2015	52.58
61081	TRI-STATE BOBCAT	04/02/2015	544.40
61082	TWIN CITY HARDWARE	04/02/2015	1,479.76
61083	UHL CO INC	04/02/2015	1,048.00
61084	US FOODS CULINARY EQUIP & SUPP	04/02/2015	35.19
61085	VERIZON WIRELESS	04/02/2015	827.39
61086	VINCO INC	04/02/2015	1,074.50
61087	WATCH ME DRAW! LLC	04/02/2015	3,248.00
61088	WHITE BEAR LOCKSMITH INC	04/02/2015	74.90
61089	WHITE BEAR MONTESSORI	04/02/2015	856.00
61090	WHITE BEAR SOUND & LIGHTING DE	04/02/2015	430.00
61091	WHITE BEAR AREA CHAMBER	04/02/2015	106.00
61092	WHITE BEAR AREA YMCA	04/02/2015	39,887.25
61093	WHITE BEAR LAKE SPORTS CENTER	04/02/2015	280.00
61094	WISCONSIN DELLS HIGH SCHOOL	04/02/2015	325.00
61095	WITTFITT LLC	04/02/2015	75.00
61096	WL HALL COMPANY	04/02/2015	1,398.17
61097	WORTHLEY, SUZANNE	04/02/2015	687.50
61098	WRIGHT, DEWINA	04/02/2015	5.00
61099	XCEL ENERGY	04/02/2015	83,161.74
61100	YOUTH ENRICHMENT LEAGUE	04/02/2015	4,726.00
61101	ZAPPA'S SPORTING GOODS	04/02/2015	1,245.00
61102	ZEPHYR GRAF-X	04/02/2015	1,814.88
61103	ZIEGLER INC	04/02/2015	10,754.33
247	Computer	Check(s) For a Total of	829,327.70

Check Nbr	Vendor Name	Check Date	Check Amount
60439	STEVENS POINT HS	04/02/2015	325.00
1	Void	Check(s) For a Total of	325.00

	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
	247	Computer	Checks For a Total of	829,327.70
Total For	247	Manual, Wire Tran, ACH & Computer Checks		829,327.70
Less	1	Voided	Checks For a Total of	325.00
		Net Amount		829,002.70

Check Nbr	Vendor Name	Check Date	Check Amount
61104	AIG	04/10/2015	6,517.09
61105	Vendor Continued Check	04/10/2015	0.00
61106	AMERICAN UNITED LIFE	04/10/2015	61,825.39
61107	AMERICAN UNITED LIFE	04/10/2015	3,750.00
61108	AMERIPRISE FINANCIAL SERVICES	04/10/2015	13,828.09
61109	AXA EQUITABLE	04/10/2015	35,510.74
61110	BERG, LORI	04/10/2015	70.00
61111	EDUCATION MN ESI BILLING TRUST	04/10/2015	25,029.78
61112	GREAT LAKES HIGHER EDUC GUARAN	04/10/2015	296.87
61113	GROUP TRAVEL PLANNERS	04/10/2015	4,065.00
61114	GURSTEL CHARGO ATTORNEYS AT LA	04/10/2015	277.00
61115	IUOE LOCAL 70	04/10/2015	2,028.19
61116	MESSERLI & KRAMER PA	04/10/2015	541.00
61117	METROPOLITAN LIFE	04/10/2015	2,864.58
61118	MN CHILD SUPPORT	04/10/2015	1,928.60
61119	ORDWAY CENTER FOR PERFORMING	04/10/2015	1,174.00
61120	RAUSCH, STURM, ISRAEL,	04/10/2015	120.00
61121	SAM'S CLUB/SYNCHRONY BANK	04/10/2015	1,842.65
61122	SCHOOL CHECK IN	04/10/2015	1,294.00
61123	SCHOOL SERVICE EMPLOYEES	04/10/2015	5,851.85
61124	SOUTH CENTRAL SERVICE COOPERAT	04/10/2015	60.00
61125	US DEPT OF EDUCATION	04/10/2015	338.33
61126	VANGUARD SMALL BUSINESS SERVIC	04/10/2015	26,435.00
61127	WBLA EDUCATIONAL FOUNDATION	04/10/2015	856.29
24	Computer	Check(s) For a Total of	196,504.45

Check Nbr	Vendor Name	Check Date	Check Amount
54413	BERG, LORI	04/10/2015	70.00
1	Void	Check(s) For a Total of	70.00

	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
	24	Computer	Checks For a Total of	196,504.45
Total For	24	Manual, Wire Tran, ACH & Computer Checks		196,504.45
Less	1	Voided	Checks For a Total of	70.00
		Net Amount		196,434.45

Check Nbr	Vendor Name	Check Date	Check Amount
141501218	ANDERSON, MELISSA KAY	04/14/2015	79.35
141501219	BATES, STEPHEN ROBERT	04/14/2015	63.92
141501220	BECK, SUEANN K	04/14/2015	87.16
141501221	BISKE, EMILY R	04/14/2015	21.04
141501222	BOOTH, KARLA J	04/14/2015	324.31
141501223	BROZA, KAREN J	04/14/2015	125.00
141501224	BUCHTA, JESSICA S	04/14/2015	25.00
141501225	CANNIFF, AMY E	04/14/2015	190.90
141501226	CHAKOLIS, RICHARD A	04/14/2015	110.24
141501227	COOPER, DEREK L	04/14/2015	72.48
141501228	CRONK, ELIZABETH J	04/14/2015	86.54
141501229	DAHLEM, TERESA	04/14/2015	461.31
141501230	DEEN, DENISE T	04/14/2015	589.38
141501231	DERBY, SARA A	04/14/2015	109.56
141501232	DEUEL, LYN M	04/14/2015	27.20
141501233	DEVANEY, JAMES A	04/14/2015	45.00
141501234	DORNER, JULIE A	04/14/2015	72.05
141501235	DYMIT, MARIE S	04/14/2015	72.45
141501236	ELLEFSEN, JULEE T	04/14/2015	54.63
141501237	ENGSTRAN, PAUL A	04/14/2015	40.00
141501238	FINK, AVIS A	04/14/2015	271.50
141501239	FREBURG, BETH R	04/14/2015	36.22
141501240	GEDNALSKE, KIRK M	04/14/2015	16.26
141501241	GETZ, MARI M	04/14/2015	23.54
141501242	GRAY, DONALD E	04/14/2015	240.35
141501243	GRESAFE, ROCHELLE L	04/14/2015	43.28
141501244	GROPPOLI, KADI L	04/14/2015	225.69
141501245	HARRIMAN, GRETCHEN E	04/14/2015	840.25
141501246	JACOBS, HEATHER A	04/14/2015	1,341.76
141501247	JAKOBLOCH, MARGARET R	04/14/2015	100.00
141501248	KOTILINEK, FAY P	04/14/2015	92.58
141501249	LACASSE, KIM S	04/14/2015	109.99
141501250	LAMWERS, LINDSAY M	04/14/2015	17.98
141501251	LARSON, BOBBIE JEAN	04/14/2015	188.18
141501252	LAU, LAI F	04/14/2015	324.81
141501253	LEMIEUX, TAMARA M	04/14/2015	198.66
141501254	LUDTKE, MARGARET J	04/14/2015	47.88
141501255	MANN, KATHERINE L	04/14/2015	33.57
141501256	MICHEL, ROCHELLE N	04/14/2015	273.72
141501257	MISGEN, MARK A	04/14/2015	99.00
141501258	MULHAUSEN, LINDSEY M	04/14/2015	796.97
141501259	MULLALY, REBECCA L	04/14/2015	309.16
141501260	MUSTAR, ELISABETH J	04/14/2015	229.50
141501261	NABORS JR, DWAYNE L	04/14/2015	28.75
141501262	NELSON, ANGELA A	04/14/2015	60.49
141501263	NELSON, STEPHEN R	04/14/2015	15.64
141501264	NORTON, EMILY L	04/14/2015	210.32
141501265	OLSON, DAVID J	04/14/2015	75.00
141501266	PARSHALL, DANIELLE M	04/14/2015	75.00
141501267	PEPER, ALLISON L	04/14/2015	73.31

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141501268	PERRON, MARGARET M	04/14/2015	93.67
141501269	PHILLIPS, LISA A	04/14/2015	54.00
141501270	PLANA, CHRISTINE M	04/14/2015	115.49
141501271	POKORNY, MARY J	04/14/2015	19.83
141501272	RATLIFF, GERALD	04/14/2015	39.68
141501273	RAUNER, PAMELA J	04/14/2015	25.59
141501274	RITTENHOUSE, PAULA M	04/14/2015	509.70
141501275	ROESER, DANIEL WILLIAM	04/14/2015	273.15
141501276	RUDDY, JACQUELINE M	04/14/2015	463.33
141501277	RYAN, DENISE M	04/14/2015	104.36
141501278	SAMPOANG, DESSERAY R	04/14/2015	418.07
141501279	SCHMID, NICOLE R	04/14/2015	75.00
141501280	SCHOCHENMAIER, TIMOTHY R	04/14/2015	478.00
141501281	SCHWEIZER, JENNIFER M	04/14/2015	39.87
141501282	SKOGEN, MATTHEW K	04/14/2015	540.55
141501283	SMITH, ALLISON K	04/14/2015	63.88
141501284	SWENSON, EVELYN J	04/14/2015	68.49
141501285	THAYER-MARMITT, CHRISTINA E	04/14/2015	195.00
141501286	TSUCHIYA, ALISON H	04/14/2015	90.00
141501287	VADNAIS, MOLLY A	04/14/2015	86.05
141501288	WILLIAMS, LAURA L	04/14/2015	750.33
141501289	WOMERSLEY, KELLY A	04/14/2015	100.00
141501290	YOUNGBAUER, CAROLYN K	04/14/2015	43.99
73	ACH	Check(s) For a Total of	13,704.91

ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	73	ACH	Checks For a Total of	13,704.91
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61128	ABBOTT PAINT & CARPET INC	04/16/2015	1,211.14
61129	AGROPUR INC	04/16/2015	19,206.15
61130	ALL AROUND FUN	04/16/2015	400.00
61131	AMAZON	04/16/2015	26.97
61132	AMERICAN HEART ASSOCIATION	04/16/2015	829.00
61133	AMERICAN MESSAGING	04/16/2015	90.28
61134	AMERICAN TIME & SIGNAL CO	04/16/2015	116.08
61135	AMERIPRIDE SERVICES	04/16/2015	747.25
61136	ANDERSON, BARCLAY H	04/16/2015	16.15
61137	ANDERSON, PATRICIA	04/16/2015	13.17
61138	THE ANTIGUA GROUP	04/16/2015	1,749.90
61139	APPLE COMPUTER INC	04/16/2015	958.00
61140	APPLIED ENVIRONMENTAL SCI INC	04/16/2015	739.00
61141	ARCH LANGUAGE NETWORK	04/16/2015	300.00
61142	AMER SPEECH LANG HEARING ASSOC	04/16/2015	299.00
61143	ASSETGENIE INC	04/16/2015	48.00
61144	ASTLEFORD INTERNATIONAL TRUCKS	04/16/2015	176.38
61145	AUTISM SOCIETY OF MINNESOTA	04/16/2015	567.10
61146	BADGE-A-MINIT	04/16/2015	39.95
61147	BARNES & NOBLE	04/16/2015	307.20
61148	BARTHOLD	04/16/2015	1,433.19
61149	BAUDVILLE	04/16/2015	3,092.69
61150	BEAR, DELORES ANN	04/16/2015	25.00
61151	BECKER, JULIE LIN	04/16/2015	39.45
61152	BEHLOW, DAVID	04/16/2015	204.22
61153	BENISH, RICHARD L	04/16/2015	75.00
61154	BERRY BLENDZ - EDEN PRAIRIE	04/16/2015	607.50
61155	BUSINESS IMPACT GROUP	04/16/2015	182.16
61156	BLAESING, THEODORE S	04/16/2015	2,085.00
61157	BRAMSCHER, JUDEE	04/16/2015	12.75
61158	CAAM CHINESE DANCE THEATER	04/16/2015	500.00
61159	CARAVELLE	04/16/2015	300.00
61160	CARDWELL, EMILY	04/16/2015	860.50
61161	CAROLINA BIOLOGICAL SUPPLY	04/16/2015	61.58
61162	CARROT-TOP INDUSTRIES INC	04/16/2015	143.79
61163	CARTRIDGES DIRECT	04/16/2015	133.49
61164	CDW GOVERNMENT INC	04/16/2015	1,863.36
61165	CEREBELLUM CORP	04/16/2015	253.20
61166	THE CHILDREN'S THEATRE COMPANY	04/16/2015	1,342.00
61167	CIBULKA, TERRANCE	04/16/2015	274.10
61168	CINTAS FIRST AID & SAFETY	04/16/2015	356.63
61169	CITI-CARGO & STORAGE CO INC	04/16/2015	85.00
61170	COMCAST	04/16/2015	5.26
61171	COMCAST	04/16/2015	20.86
61172	COMMERICAL KITCHEN SERVICES	04/16/2015	605.00
61173	COMPASS MINERALS	04/16/2015	1,757.32
61174	CONNEY SAFETY	04/16/2015	332.88
61175	CONTINENTAL RESEARCH CORP	04/16/2015	142.30
61176	COPY IMAGES INC	04/16/2015	12,047.36
61177	CRISIS PREVENTION INSTITUTE IN	04/16/2015	607.62

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61178	CROWN TROPHY	04/16/2015	45.00
61179	CUB FOODS OF WHITE BEAR TWSHP	04/16/2015	984.03
61180	CUMMINS NPOWER LLC	04/16/2015	437.50
61181	DALCO CORPORATION	04/16/2015	26,410.28
61182	DEJARLAIS, MARILYN	04/16/2015	18.28
61183	DELTA EDUCATION	04/16/2015	160.16
61184	DEMCO INC	04/16/2015	300.43
61185	DIVERSIFIED SNACK DISTRIBUTION	04/16/2015	4,549.65
61186	DOMINOS PIZZA	04/16/2015	152.99
61187	DONATELLI'S	04/16/2015	302.07
61188	DOOR SERVICE COMPANY	04/16/2015	181.00
61189	DOCUMENT TECH SOLUTIONS INC	04/16/2015	302.88
61190	DUFFY, JEAN	04/16/2015	29.75
61191	EASTVIEW HIGH SCHOOL	04/16/2015	100.00
61192	EBSCO INFORMATION SERV	04/16/2015	332.75
61193	ECKROTH MUSIC	04/16/2015	53.95
61194	EDMENTUM	04/16/2015	898.00
61195	EHLERS	04/16/2015	3,300.00
61196	ELEVATION INC	04/16/2015	1,593.64
61197	ERICKSON, WILLIAM	04/16/2015	17.00
61198	ETC PUBLICATIONS LLC	04/16/2015	70.00
61199	F&N OPERATIONS LLC	04/16/2015	95.20
61200	FASTENAL COMPANY	04/16/2015	104.94
61201	FEDEX	04/16/2015	39.85
61202	FESTIVAL FOODS-KNOWLAN'S	04/16/2015	763.68
61203	FIORAVANTI, MARC	04/16/2015	75.00
61204	FIRST STUDENT INC	04/16/2015	175,405.13
61205	FLINN SCIENTIFIC INC	04/16/2015	87.22
61206	FOLLETT SCHOOL SOLUTIONS INC	04/16/2015	100.18
61207	FRATTALONES HARDWARE STORES	04/16/2015	1,278.43
61208	FULLER, PATRICIA ANN	04/16/2015	141.00
61209	GALLAGHERS NORTHWESTERN TIRE C	04/16/2015	222.00
61210	GARVEY, PATRICIA	04/16/2015	23.30
61211	GEPHART TRUCKING	04/16/2015	1,850.00
61212	GOPHER BEARING CO	04/16/2015	58.58
61213	GOPHER	04/16/2015	125.89
61214	GRAFFIC TRAFFIC LLC	04/16/2015	2,343.00
61215	Vendor Continued Check	04/16/2015	0.00
61216	GRAINGER	04/16/2015	2,969.80
61217	GRANDMA'S BAKERY INC	04/16/2015	22.68
61218	GRAPHIC EDGE	04/16/2015	358.73
61219	Vendor Continued Check	04/16/2015	0.00
61220	GREATAMERICA FINANCIAL SERVICE	04/16/2015	3,140.61
61221	GROTH MUSIC CO	04/16/2015	76.05
61222	HAAG, LOIS	04/16/2015	51.84
61223	Vendor Continued Check	04/16/2015	0.00
61224	HALLBERG ENGINEERING INC	04/16/2015	57,069.72
61225	HANDWRITING WITHOUT TEARS	04/16/2015	177.20
61226	HEALTHPARTNERS MEDICAL GROUP	04/16/2015	470.00
61227	HILL, CORIE LEE	04/16/2015	15.00

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61228	HISDAHL INC	04/16/2015	10.50
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61230	HOGLUND BUS AND TRUCK CO	04/16/2015	944.80
61231	HUGO EQUIPMENT CO	04/16/2015	78.34
61232	HUMANEX VENTURES	04/16/2015	1,700.00
61233	IBARMS	04/16/2015	2,550.00
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61235	Vendor Continued Check	04/16/2015	0.00
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61239	IFD	04/16/2015	139,846.45
61240	INDEMEDICAL	04/16/2015	87.95
61241	INDUSTRIAL ARTS SUPPLY	04/16/2015	441.85
61242	INNERLINK INC	04/16/2015	179.00
61243	INNOVATIVE OFFICE SOLUTIONS	04/16/2015	19,427.17
61244	ISD #8492 NEW DOMINION SCHOOL	04/16/2015	1,815.30
61245	JAYTECH INC	04/16/2015	2,030.41
61246	JIMMY'S CONFERENCE & BANQUET C	04/16/2015	1,322.65
61247	JOHNSON, BRENDA ANN	04/16/2015	17.99
61248	JOHNSON, JUDITH ANN	04/16/2015	274.10
61249	K12 TRANSPORTATION MGMT SERVIC	04/16/2015	17,500.00
61250	KARLSBURGER FOODS INC	04/16/2015	504.72
61251	KATH FUEL OIL SERVICE CO	04/16/2015	2,407.00
61252	KELLY, NANCY A	04/16/2015	165.76
61253	KIMBALL MIDWEST	04/16/2015	1,246.66
61254	KOREEN, GLORIA	04/16/2015	14.44
61255	KRAFT CONTRACTING & MECHANICAL	04/16/2015	2,170.80
61256	KREMER SERVICES LLC	04/16/2015	1,913.34
61257	KULLY SUPPLY COMPANY	04/16/2015	256.05
61258	KYLE, STEVE	04/16/2015	150.00
61259	L'ALLIER CONCRETE INC	04/16/2015	9,850.00
61260	LAKE SHORE LEARNING MATERIALS	04/16/2015	295.76
61261	LANDS BEST FOODS	04/16/2015	5,501.40
61262	LARKIN, PETER J	04/16/2015	57.00
61263	LARSON ENGINEERING INC	04/16/2015	2,940.00
61264	LEARNING OPPORTUNITIES INC	04/16/2015	1,183.33
61265	LEGIONVILLE	04/16/2015	750.00
61266	LEHNER, KEN	04/16/2015	75.00
61267	THE LEUKEMIA & LYMPHOMA SOCIET	04/16/2015	1,887.00
61268	LEUNING, JACK	04/16/2015	43.70
61269	LEUTHOLD, TANJA	04/16/2015	20.50
61270	LIBRARY STORE INC	04/16/2015	130.09
61271	LINDHOLM, LYNN	04/16/2015	17.85
61272	LOFFLER	04/16/2015	89.00
61273	LOS ALEGRES BAILADORES	04/16/2015	250.00
61274	LOVEGREEN RISK MANAGMENT LLC	04/16/2015	4,161.67
61275	LUND, SHARON	04/16/2015	25.00
61276	LUTHERAN SOCIAL SERVICE/FGP	04/16/2015	150.00
61277	M-F ATHLETIC CO INC	04/16/2015	649.42

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61278	MACKIN EDUCATIONAL RESOURCES	04/16/2015	610.15
61279	MACPHAIL CENTER FOR MUSIC	04/16/2015	833.00
61280	MADDENS ON GULL LAKE	04/16/2015	1,140.52
61281	MARCO, INC	04/16/2015	329.14
61282	MASE	04/16/2015	398.00
61283	MASSO, KRISTINE MARIE	04/16/2015	75.00
61284	MAUS, MICHELE	04/16/2015	5.50
61285	MCDONOUGH'S WATERJETTING AND	04/16/2015	1,365.00
61286	MEDTOX LABORATORIES	04/16/2015	112.20
61287	METRO SOUND AND LIGHTING	04/16/2015	262.38
61288	MID AMERICA SPORTS ADVANTAGE	04/16/2015	1,496.17
61289	MIDAMERICA BOOKS	04/16/2015	479.00
61290	MILLIGAN, THERESA J	04/16/2015	21.25
61291	MINDWING CONCEPTS	04/16/2015	214.95
61292	MINNSPRA	04/16/2015	240.00
61293	MINVALCO INC	04/16/2015	751.31
61294	MN CENTRAL SCHOOL BUS	04/16/2015	630.00
61295	MN DEPT OF HEALTH	04/16/2015	45.00
61296	MN DEPT OF LABOR & INDUSTRY	04/16/2015	400.00
61297	MN ELEVATOR INC	04/16/2015	2,930.43
61298	MN MOBILE TELEPHONE CO INC	04/16/2015	99.00
61299	MN POLLUTION CONTROL AGENCY	04/16/2015	138.79
61300	MOBILE RADIO ENGINEERING INC	04/16/2015	84.50
61301	MOORHEAD MACHINERY & BOILER CO	04/16/2015	819.75
61302	MOUNDS VIEW HIGH SCHOOL	04/16/2015	65.00
61303	MOY, LAUREN	04/16/2015	50.00
61304	MUSEUM OF SCIENCE	04/16/2015	1,070.00
61305	MUSIC CONNECTION INC	04/16/2015	598.00
61306	MVP FUNDRAISING CARDS	04/16/2015	5,600.00
61307	NAC MECHANICAL & ELECTRICAL SE	04/16/2015	1,796.00
61308	NARDINI FIRE EQUIPMENT CO INC	04/16/2015	205.60
61309	NASSEFF MECH CONTRACTORS	04/16/2015	7,596.39
61310	NATL ASSOC OF SECONDARY SCHOOL	04/16/2015	98.10
61311	NATL ASSOC OF STUDENT COUNCILS	04/16/2015	95.00
61312	NATL HONOR SOCIETY	04/16/2015	385.00
61313	NATL SCIENCE TEACHERS ASSOC	04/16/2015	185.00
61314	NEW WAY HYPNOSIS CLINC INC	04/16/2015	440.00
61315	NICE GUY TECH LLC	04/16/2015	243.60
61316	NICE, KATIE	04/16/2015	238.32
61317	NORCENTRONIX DISTRIBUTING	04/16/2015	840.00
61318	NORTH CENTRAL TRUCK EQUIPMENT	04/16/2015	366.73
61319	NORTH MEMORIAL URGENT CARE	04/16/2015	194.00
61320	NORTH STAR BANK	04/16/2015	7,364.00
61321	NORTH SUBURBAN TOWING	04/16/2015	250.00
61322	NORTHERN LIGHTS	04/16/2015	1,260.00
61323	NOW MICRO INC	04/16/2015	3,217.00
61324	O'REILLY AUTOMOTIVE INC	04/16/2015	1,586.05
61325	OFFICE DEPOT	04/16/2015	214.55
61326	ONEKA RIDGE GOLF COURSE	04/16/2015	2,700.00
61327	ORDWAY CENTER FOR PERFORMING	04/16/2015	388.50

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61328	ORIENTAL TRADING CO INC	04/16/2015	95.38
61329	OUTFRONT MN COMM SERVICES	04/16/2015	120.00
61330	PACER CENTER INC	04/16/2015	150.00
61331	PAMS LUNCHROOM LLC	04/16/2015	6,643.72
61332	PINZ	04/16/2015	561.98
61333	PIONEER RIM & WHEEL CO	04/16/2015	30.47
61334	POLAR CHEVROLET MAZDA	04/16/2015	1,351.15
61335	POOLE, MICHE	04/16/2015	40.00
61336	PRAXAIR DISTRIBUTION INC	04/16/2015	121.79
61337	PRESS PUBLICATIONS	04/16/2015	1,453.88
61338	QUISTAD, IDA	04/16/2015	12.06
61339	Vendor Continued Check	04/16/2015	0.00
61340	RAMSEY COUNTY	04/16/2015	1,340.74
61341	RED BALLOON BOOKSHOP	04/16/2015	270.17
61342	THE RETROFIT COMPANIES INC	04/16/2015	87.75
61343	RICE LAKE CONSTRUCTION GRP	04/16/2015	57,709.50
61344	RISDALL MARKETING GROUP	04/16/2015	1,500.00
61345	ROETTGER, DORIS	04/16/2015	16.00
61346	ROSE, DIANA	04/16/2015	68.19
61347	ROSEVILLE AREA SCHOOLS	04/16/2015	36,168.82
61348	RUPP ANDERSON SQUIRES & WALDSP	04/16/2015	1,847.94
61349	RUTTIGERS BAY LAKE LODGE	04/16/2015	325.37
61350	SAF ENTERPRISES LLC	04/16/2015	110.55
61351	SANTIAGOS BAKERY	04/16/2015	101.90
61352	SCANTRON CORPORATION	04/16/2015	59.95
61353	SCENARIO LEARNING LLC	04/16/2015	4,975.00
61354	SCHMID, RITA	04/16/2015	25.50
61355	SCHMITT MUSIC COMPANY	04/16/2015	94.00
61356	SCHOLASTIC INC	04/16/2015	41.74
61357	SCHOOL LIBRARY JOURNAL	04/16/2015	129.99
61358	SCHOOL SPECIALTY	04/16/2015	266.42
61359	SCHUCK, BERNADINE	04/16/2015	25.00
61360	SCIENCE MUSEUM OF MINNESOTA	04/16/2015	207.00
61361	SEEVER, GRAY	04/16/2015	855.00
61362	SENTRY SYSTEMS INC	04/16/2015	155.00
61363	SEW EASY DESIGNS	04/16/2015	1,348.00
61364	SHIFFLER EQUIPMENT SALES INC	04/16/2015	158.22
61365	SIGHTLINE DISPLAYS LLC	04/16/2015	106.25
61366	SIGNARAMA	04/16/2015	216.91
61367	SLATER PUBLISHING	04/16/2015	800.00
61368	SCHOOL NUTRITION ASSOC (SNA)	04/16/2015	855.00
61369	SNAP-ON	04/16/2015	105.35
61370	SOFTERWARE	04/16/2015	255.00
61371	SOLARWINDS	04/16/2015	395.00
61372	SOUTHWESTERN YOUTH SERVICES	04/16/2015	1,914.00
61373	SPLASHTOP INC	04/16/2015	74.95
61374	STATE SUPPLY CO	04/16/2015	684.88
61375	STAY TUNED PIANO SERVICES	04/16/2015	95.00
61376	STREAMLINE DESIGN INC	04/16/2015	640.00
61377	SUMMIT COMPANIES	04/16/2015	279.00

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61378	SVL SERVICE CORPORATION	04/16/2015	2,271.79
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61380	SYNCHRONY BANK	04/16/2015	29.95
61381	TAMARACK NATURE CENTER	04/16/2015	20.00
61382	TAMS-WITMARK MUSIC LIBRARY INC	04/16/2015	10.75
61383	TEXAS IB SCHOOLS	04/16/2015	4,125.00
61384	THYSSENKRUPP ELEVATOR CORP	04/16/2015	696.02
61385	TIERNEY BROTHERS INC	04/16/2015	22,761.90
61386	TRADE PRESS INC	04/16/2015	171.00
61387	TREETOP PUBLISHING INC	04/16/2015	128.70
61388	TRIO SUPPLY COMPANY	04/16/2015	7,533.07
61389	TWIN CITY HARDWARE	04/16/2015	896.45
61390	TWIN PINES IMPRINTING	04/16/2015	133.28
61391	U.S. ENERGY SERVICES INC	04/16/2015	689.00
61392	U.S. SCHOOL SUPPLY INC	04/16/2015	296.45
61393	UHL CO INC	04/16/2015	3,500.00
61394	UNITED STATES TREASURY	04/16/2015	1.46
61395	UNIVERSITY OF MINNESOTA ATHLET	04/16/2015	150.00
61396	UNIVERSITY OF MINNESOTA	04/16/2015	1,305.00
61397	UNIVERSAL ATHLETIC	04/16/2015	447.84
61398	THE UPS STORE #3299	04/16/2015	237.48
61399	US FOODS CULINARY EQUIP & SUPP	04/16/2015	291.38
61400	VADNAIS HEIGHTS ELEMENTARY	04/16/2015	90.00
61401	CITY OF VADNAIS HEIGHTS	04/16/2015	1,946.25
61402	VAIL, GAYLE J	04/16/2015	23.80
61403	VALLEYFAIR GROUP SALES	04/16/2015	8,600.00
61404	VERIZON WIRELESS	04/16/2015	35.20
61405	VIKING ELECTRIC SUPPLY	04/16/2015	5,154.89
61406	WASTE MANAGEMENT OF WI-MN	04/16/2015	16,194.01
61407	WHITE BEAR CENTER FOR THE ARTS	04/16/2015	20,650.00
61408	WHITE BEAR GLASS INC	04/16/2015	290.00
61409	WHITE BEAR LAKE (CITY OF)	04/16/2015	2,274.84
61410	WHITE BEAR LAKE CITY	04/16/2015	100.00
61411	WHITE BEAR LAKE CITY	04/16/2015	100.00
61412	WHITE BEAR LAKE CITY	04/16/2015	35.00
61413	WHITE BEAR LAKE CITY	04/16/2015	35.00
61414	WHITE BEAR LAKE ROTARY CLUB	04/16/2015	231.50
61415	WILLIAMSON, KAREN	04/16/2015	59.00
61416	WL HALL COMPANY	04/16/2015	875.00
61417	WOLFS DEN GUN SHOP	04/16/2015	1,375.00
61418	WYZCO GROUP INC	04/16/2015	260.00
61419	XEROX CORPORATION	04/16/2015	34.04
61420	XEROX FINANCIAL SERVICES	04/16/2015	330.34

293	Computer	Check(s) For a Total of	849,994.11
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Check Nbr	Vendor Name	Check Date	Check Amount
60343	MOUNDS VIEW HIGH SCHOOL	04/16/2015	165.00
60980	MINNEAPOLIS INSTITUTE OF ARTS	04/16/2015	40.00
2	Void	Check(s) For a Total of	205.00

	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
	293	Computer	Checks For a Total of	849,994.11
Total For	293	Manual, Wire Tran, ACH & Computer Checks		849,994.11
Less	2	Voided	Checks For a Total of	205.00
		Net Amount		849,789.11

Check Nbr	Vendor Name	Check Date	Check Amount
61421	AIG	04/24/2015	6,517.09
61422	AMERICAN UNITED LIFE	04/24/2015	62,082.36
61423	AMERICAN UNITED LIFE	04/24/2015	5,750.00
61424	AMERIPRISE FINANCIAL SERVICES	04/24/2015	13,719.83
61425	AXA EQUITABLE	04/24/2015	35,503.45
61426	CAPITAL ONE COMMERCIAL	04/24/2015	313.72
61427	COMCAST	04/24/2015	273.77
61428	EDUCATION MN ESI BILLING TRUST	04/24/2015	25,029.78
61429	FOLLETT SCHOOL SOLUTIONS INC	04/24/2015	514.65
61430	GREAT LAKES HIGHER EDUC GUARAN	04/24/2015	296.87
61431	GURSTEL CHARGO ATTORNEYS AT LA	04/24/2015	277.00
61432	IUOE LOCAL 70	04/24/2015	2,050.86
61433	JW PEPPER & SON INC	04/24/2015	627.91
61434	MAAP STARS	04/24/2015	660.00
61435	MESSERLI & KRAMER PA	04/24/2015	541.00
61436	METROPOLITAN LIFE	04/24/2015	3,022.80
61437	MHC CULINARY GROUP	04/24/2015	3,681.07
61438	PEARSON EDUCATION INC	04/24/2015	1,212.34
61439	PELCO CONSTRUCTION LLC	04/24/2015	355.00
61440	RAUSCH, STURM, ISRAEL,	04/24/2015	115.00
61441	SCHOOL SERVICE EMPLOYEES	04/24/2015	5,964.27
61442	US DEPT OF EDUCATION	04/24/2015	338.33
61443	VANGUARD SMALL BUSINESS SERVIC	04/24/2015	26,523.64
61444	WBLA EDUCATIONAL FOUNDATION	04/24/2015	856.29
24	Computer	Check(s) For a Total of	196,227.03

	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
	24	Computer	Checks For a Total of	196,227.03
Total For	24	Manual, Wire Tran, ACH & Computer Checks		196,227.03
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		196,227.03

Check Nbr	Vendor Name	Check Date	Check Amount
61445	AMERICAN UNITED LIFE	04/24/2015	62,169.20
1	Computer	Check(s) For a Total of	62,169.20

Check Nbr	Vendor Name	Check Date	Check Amount
61422	AMERICAN UNITED LIFE	04/24/2015	62,082.36
1	Void	Check(s) For a Total of	62,082.36

	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
	1	Computer	Checks For a Total of	62,169.20
Total For	1	Manual, Wire Tran, ACH & Computer Checks		62,169.20
Less	1	Voided	Checks For a Total of	62,082.36
		Net Amount		86.84

Check Nbr	Vendor Name	Check Date	Check Amount
141501291	ANDERSON, JON C	04/28/2015	45.04
141501292	ANDERSON, MARGARET ANN	04/28/2015	177.68
141501293	BECK, SUEANN K	04/28/2015	37.92
141501294	BENTLEY, JULIE M	04/28/2015	179.99
141501295	BRODT, STACY ANN	04/28/2015	26.00
141501296	CRONK, ELIZABETH J	04/28/2015	25.79
141501297	DELESHA, LYNN M	04/28/2015	4.32
141501298	DENUCCI, KRISTINA E	04/28/2015	250.35
141501299	DIMEGLIO, JOSEPH V	04/28/2015	350.00
141501300	DUNNIGAN, COLLEEN	04/28/2015	46.98
141501301	EDGE, JANE E	04/28/2015	281.75
141501302	FASHINGBAUER, HEIDI M	04/28/2015	24.99
141501303	FITZPATRICK, RYAN M	04/28/2015	132.14
141501304	GEDNALSKE, KIRK M	04/28/2015	158.16
141501305	HAGESTUEN, FAITH M	04/28/2015	25.00
141501306	HAMERNICK, MICHAEL D	04/28/2015	271.90
141501307	HAMILTON, CONSTANCE M	04/28/2015	824.73
141501308	HANZAL, DAVID C	04/28/2015	446.99
141501309	HARDING, KARLA J	04/28/2015	80.00
141501310	HAUTMAN, CHRISTOPHER M	04/28/2015	1,200.00
141501311	HEALY, JASON CHARLES	04/28/2015	132.00
141501312	HEIER, GABRIELLE G	04/28/2015	11.04
141501313	HIGGINS, SHEILA J	04/28/2015	83.16
141501314	HOEG, SCOTT A	04/28/2015	47.15
141501315	HOFMEISTER, KRISTEN M	04/28/2015	37.05
141501316	HOSMER, JESSICA ANN	04/28/2015	83.99
141501317	HOUSE, MARILYN J	04/28/2015	74.33
141501318	HUBBARD, MICHELLE K	04/28/2015	54.03
141501319	HUMPHREY, KELLY J	04/28/2015	176.97
141501320	HURT, JON-MYCHAL B	04/28/2015	20.72
141501321	INDLECOFFER, TRACI D	04/28/2015	25.30
141501322	JOHNSON, AMY J	04/28/2015	129.95
141501323	JOHNSON, SADIE R	04/28/2015	679.84
141501324	KAY, CAROLYN MARIE	04/28/2015	854.41
141501325	KAZMIERCZAK, WAYNE A	04/28/2015	552.00
141501326	KEESE, JENNIFER R	04/28/2015	80.00
141501327	KEMPENICH, STEVEN M	04/28/2015	342.46
141501328	LAMWERS, DAVID H	04/28/2015	409.98
141501329	LOVETT, MICHAEL J	04/28/2015	567.83
141501330	MANN, KATHERINE L	04/28/2015	47.52
141501331	MELQUIST, NANCY J	04/28/2015	346.58
141501332	MICKELSON, DANIELLE M	04/28/2015	463.58
141501333	MUNDELL, GERALD K	04/28/2015	40.00
141501334	NASVIK, CRAIG S	04/28/2015	4,868.15
141501335	NAVIS, NANCY L	04/28/2015	80.00
141501336	NORCROSS, MICHELE S	04/28/2015	55.21
141501337	PASQUALINI, LISA M	04/28/2015	178.93
141501338	PAUL, SARA T	04/28/2015	260.00
141501339	PERRON, MEGAN M	04/28/2015	55.00
141501340	PETERSEN, JILL M	04/28/2015	303.98

Check Nbr	Vendor Name	Check Date	Check Amount
141501341	QUELLO, LORI E	04/28/2015	30.00
141501342	RITTENHOUSE, PAULA M	04/28/2015	113.98
141501343	ROBERTS, NIKOLE K	04/28/2015	87.40
141501344	SATHER, MICHELE T	04/28/2015	30.00
141501345	SCHLOSSER, GABRIELLE A	04/28/2015	105.00
141501346	SCHMIDT, DEBRA SUE	04/28/2015	131.48
141501347	SHULTZ, BARBARA J	04/28/2015	174.69
141501348	SIEBENALER, KEVIN R	04/28/2015	140.88
141501349	SKOGEN, MATTHEW K	04/28/2015	350.00
141501350	SOMORA, LORI M	04/28/2015	191.00
141501351	STUCYNSKI, JILL L	04/28/2015	59.99
141501352	SWENSON, CYNTHIA L	04/28/2015	24.69
141501353	TRAVER, SHAWNA J	04/28/2015	39.32
141501354	TROSKE, CARRIE L	04/28/2015	58.08
141501355	ULFIG, COLLEEN M	04/28/2015	145.00
141501356	VETTE, MARISA AA	04/28/2015	130.00
141501357	VICHICH, JOHN P	04/28/2015	300.00
141501358	VILLAFANIA, DEBRA A	04/28/2015	37.15
141501359	WANG, ZHEN ZHEN	04/28/2015	615.60
141501360	WILCOX, RICHARD L	04/28/2015	73.03
70	ACH	Check(s) For a Total of	18,488.18

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	70	ACH	Checks For a Total of	18,488.18
	0	Computer	Checks For a Total of	0.00
Total For	70	Manual, Wire Tran, ACH & Computer Checks		18,488.18
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		18,488.18

Check Nbr	Vendor Name	Check Date	Check Amount
61446	AARP DRIVER SAFETY PROGRAM	04/30/2015	540.00
61447	AARP DRIVER SAFETY PROGRAM	04/30/2015	590.00
61448	AASGAARD, DEAN	04/30/2015	75.00
61449	ABLENET INC	04/30/2015	64.90
61450	AC SUPPLY CO	04/30/2015	2,338.17
61451	AIMPOINT	04/30/2015	525.00
61452	ALL FOR KIDZ	04/30/2015	2,741.60
61453	AMABAY LLC	04/30/2015	330.00
61454	AMAZON	04/30/2015	190.10
61455	AMAZON	04/30/2015	1,186.77
61456	AMAZON	04/30/2015	699.53
61457	AMAZON	04/30/2015	126.29
61458	AMAZON	04/30/2015	61.74
61459	AMAZON	04/30/2015	121.29
61460	AMAZON	04/30/2015	199.45
61461	AMAZON	04/30/2015	600.00
61462	AMAZON	04/30/2015	404.87
61463	AMERICAN MESSAGING	04/30/2015	90.28
61464	AMER RED CROSS	04/30/2015	1,566.00
61465	AMERICAN TIME & SIGNAL CO	04/30/2015	79.90
61466	APPLIED ENVIRONMENTAL SCI INC	04/30/2015	2,561.30
61467	ARCADE ASPHALT CO	04/30/2015	3,750.00
61468	ARCH LANGUAGE NETWORK	04/30/2015	400.00
61469	ASSOC FOR SUPERVISION & CURRIC	04/30/2015	239.00
61470	ASHWOOD, STEVE	04/30/2015	75.00
61471	AT & T MOBILITY	04/30/2015	904.12
61472	AUSTIN PUBLIC SCHOOLS	04/30/2015	550.00
61473	B & H PHOTO-VIDEO	04/30/2015	1,513.89
61474	BARNES & NOBLE	04/30/2015	393.19
61475	BATTERIES PLUS BULBS	04/30/2015	111.30
61476	BEAR PATCH QUILTING CO	04/30/2015	84.95
61477	BEKI COOKS CAKES	04/30/2015	125.00
61478	BENYO, MATTHEW	04/30/2015	105.00
61479	BERRY BLENDZ - EDEN PRAIRIE	04/30/2015	540.00
61480	BEST WESTERN PLUS	04/30/2015	1,580.64
61481	BUSINESS IMPACT GROUP	04/30/2015	2,465.53
61482	BLAINE HIGH SCHOOL	04/30/2015	74.00
61483	BLICK ART MATERIALS	04/30/2015	44.58
61484	BONNIES UNREAL ARRANGEMENTS	04/30/2015	90.00
61485	BORGLUND, DENISE	04/30/2015	145.00
61486	BOYER TRUCKS	04/30/2015	47.00
61487	BOYS TOWN PRESS	04/30/2015	39.85
61488	BRAIN HIVE	04/30/2015	1,000.00
61489	BRAKE & EQUIPMENT WAREHOUSE, I	04/30/2015	182.57
61490	BREAKDOWN SPORTS USA	04/30/2015	660.00
61491	BREMER BANK	04/30/2015	1,965.59
61492	BUDD, JOHN	04/30/2015	57.00
61493	THE BUG COMPANY	04/30/2015	16.00
61494	BURNHAM, GAVIN	04/30/2015	80.22
61495	CAPOCASA, WILLIAM J	04/30/2015	211.00

Check Nbr	Vendor Name	Check Date	Check Amount
61496	CARTRIDGES DIRECT	04/30/2015	78.49
61497	CCP INDUSTRIES INC	04/30/2015	147.66
61498	CDW GOVERNMENT INC	04/30/2015	1,797.27
61499	CENTENNIAL HIGH SCHOOL ISD #12	04/30/2015	112.00
61500	CENTURY POWER EQUIPMENT	04/30/2015	241.32
61501	CERTIFIED LABORATORIES	04/30/2015	327.86
61502	CHICLANA-AYALA, MARISOL	04/30/2015	20.00
61503	THE CHILDREN'S THEATRE COMPANY	04/30/2015	1,624.00
61504	CHRISTOPHERSON, CHRIS	04/30/2015	5.99
61505	CLASSROOM FRIENDLY SUPPLIES	04/30/2015	53.97
61506	CONSTRUCTION MANAGEMENT BUILDI	04/30/2015	575.00
61507	COBORN DELIVERS	04/30/2015	525.18
61508	THE COLLEGE BOARD	04/30/2015	150.00
61509	COMCAST	04/30/2015	270.55
61510	COMCAST	04/30/2015	66.90
61511	COMMUNICATION ACROSS BARRIERS	04/30/2015	250.00
61512	CONNEY SAFETY	04/30/2015	54.05
61513	CONTINENTAL RESEARCH CORP	04/30/2015	899.62
61514	COUNTRY CLUB PRINTERS	04/30/2015	402.50
61515	CURRICULUM ASSOCIATES LLC	04/30/2015	84.54
61516	CUSTOM IMAGE	04/30/2015	489.50
61517	CUSTOM WRISTBANDS	04/30/2015	162.89
61518	DAUK, DIANE L	04/30/2015	7.00
61519	DECKER INC	04/30/2015	235.39
61520	DEGARDNER, RICK	04/30/2015	67.00
61521	DELL MARKETING LP	04/30/2015	2,930.80
61522	DELLWOOD COUNTRY CLUB	04/30/2015	1,038.45
61523	DELTA EDUCATION	04/30/2015	147.72
61524	Vendor Continued Check	04/30/2015	0.00
61525	DELTA DENTAL PLAN OF MN	04/30/2015	62,665.60
61526	DEMCO INC	04/30/2015	15.04
61527	DESIGNER SIGN SYSTEMS INC	04/30/2015	5,917.58
61528	DIETITIAN CASSIE LLC	04/30/2015	150.00
61529	DISCOUNT SCHOOL SUPPLY	04/30/2015	103.13
61530	DONATELLI'S	04/30/2015	361.89
61531	DOCUMENT TECH SOLUTIONS INC	04/30/2015	1,104.60
61532	EAGAN HIGH SCHOOL	04/30/2015	91.00
61533	EAST METRO INTEGRATION DIST 60	04/30/2015	81,470.00
61534	EBSCO INFORMATION SERV	04/30/2015	1,119.00
61535	ECM PUBLISHERS INC	04/30/2015	1,196.25
61536	EDEN PRAIRIE HIGH SCHOOL	04/30/2015	105.00
61537	EDUCATION TO GO	04/30/2015	134.50
61538	EDVOTEK	04/30/2015	69.00
61539	ELECTRIC MOTOR REPAIR	04/30/2015	490.76
61540	EMPIREHOUSE INC	04/30/2015	1,550.00
61541	ENTERTAINMENT	04/30/2015	33.55
61542	ESPECIAL NEEDS LLC	04/30/2015	15.90
61543	ESSENTIAL SKILLS	04/30/2015	1,196.95
61544	FASTENAL COMPANY	04/30/2015	128.81
61545	FASTENATION INC	04/30/2015	78.50

Check Nbr	Vendor Name	Check Date	Check Amount
61546	FEDEX	04/30/2015	84.62
61547	FINN SISU	04/30/2015	155.60
61548	FIRST STUDENT INC	04/30/2015	883.56
61549	FLEMONS, ANGELIQUE RENE	04/30/2015	5.00
61550	FLINN SCIENTIFIC INC	04/30/2015	17.60
61551	FOLLETT SCHOOL SOLUTIONS INC	04/30/2015	1,348.90
61552	FOREST LAKE HIGH SCHOOL	04/30/2015	72.00
61553	FREE SPIRIT PUBLISHING CO	04/30/2015	61.91
61554	FRONTRUNNER EVENTS	04/30/2015	483.00
61555	GALLAGHERS NORTHWESTERN TIRE C	04/30/2015	1,685.14
61556	GALLAGHER, LAWRENCE	04/30/2015	75.00
61557	GENERAL PARTS LLC	04/30/2015	122.37
61558	GILLUND ENTERPRISES	04/30/2015	616.72
61559	GMS INDUSTRIAL SUPPLIES INC	04/30/2015	24.97
61560	GOLDCOM INC	04/30/2015	5,049.25
61561	GOODIN COMPANY	04/30/2015	470.51
61562	GOPHER	04/30/2015	403.11
61563	GOPHER STAGE LIGHTING	04/30/2015	142.00
61564	GRAFFIC TRAFFIC LLC	04/30/2015	2,100.00
61565	Vendor Continued Check	04/30/2015	0.00
61566	Vendor Continued Check	04/30/2015	0.00
61567	GRAINGER	04/30/2015	3,918.23
61568	GRANDMA'S BAKERY INC	04/30/2015	12.60
61569	GREAT LAKES SPORTS	04/30/2015	197.82
61570	GREATAMERICA FINANCIAL SERVICE	04/30/2015	1,100.90
61571	GROGAN, HARRY	04/30/2015	59.35
61572	GULLETTE, ALYSON	04/30/2015	840.00
61573	H & B SPECIALIZED PRODUCTS	04/30/2015	6,100.90
61574	HAGBERG, TYLER	04/30/2015	122.00
61575	HANSON, EUGENE	04/30/2015	67.00
61576	HEALTHPARTNERS	04/30/2015	217,457.46
61577	HIGH NOON BOOKS	04/30/2015	20.00
61578	HISDAHL INC	04/30/2015	124.00
61579	HOANG, CONG	04/30/2015	50.00
61580	Vendor Continued Check	04/30/2015	0.00
61581	Vendor Continued Check	04/30/2015	0.00
61582	Vendor Continued Check	04/30/2015	0.00
61583	HOGLUND BUS AND TRUCK CO	04/30/2015	4,583.03
61584	HOME DEPOT CREDIT SERVICES	04/30/2015	497.28
61585	HONG DE CHOY LI FUT INC	04/30/2015	1,200.00
61586	HORDYK, MATT	04/30/2015	75.00
61587	HR CERTIFICATION INSTITUTE	04/30/2015	150.00
61588	HUGO CITY OF	04/30/2015	1,961.58
61589	HUGO EQUIPMENT CO	04/30/2015	84.98
61590	THE INSTRUMENTALIST PRODUCTS C	04/30/2015	388.00
61591	INTEGRA TELECOM	04/30/2015	3,030.50
61592	INTEREUM	04/30/2015	6,256.26
61593	J & R SCHOOL SUPPLIES	04/30/2015	138.00
61594	JAYTECH INC	04/30/2015	1,906.25
61595	JL TAITT & ASSOC	04/30/2015	6,240.00

Check Nbr	Vendor Name	Check Date	Check Amount
61596	JOHNSON, ROBIN L	04/30/2015	75.00
61597	JONES SCHOOL SUPPLY CO INC	04/30/2015	194.25
61598	K12 TRANSPORTATION MGMT SERVIC	04/30/2015	83,907.37
61599	KATH FUEL OIL SERVICE CO	04/30/2015	17,912.64
61600	KAUFMAN, MICHAEL	04/30/2015	75.00
61601	KIIHN, ROB	04/30/2015	75.00
61602	KIMBALL MIDWEST	04/30/2015	134.38
61603	KMJ COMMUNICATIONS	04/30/2015	347.34
61604	KOEHLER & DRAMM WHOLESALE FLOR	04/30/2015	166.32
61605	KOLNIAK, JOHN	04/30/2015	150.00
61606	KONICA MINOLTA PREMIER FINANCE	04/30/2015	4,629.14
61607	KRAFT CONTRACTING & MECHANICAL	04/30/2015	1,367.00
61608	KREY, ROBERT	04/30/2015	7.99
61609	KROLL, ANDREW	04/30/2015	64.30
61610	KYLE, STEVE	04/30/2015	75.00
61611	LAKESHORE LEARNING MATERIALS	04/30/2015	184.43
61612	LEE, CHARLOTTE L	04/30/2015	274.10
61613	LEHNER, KEN	04/30/2015	75.00
61614	LIBRARY VIDEO COMPANY	04/30/2015	36.90
61615	LIGHTSPEED TECH INC	04/30/2015	21.00
61616	LOFFLER	04/30/2015	774.00
61617	M-F ATHLETIC CO INC	04/30/2015	469.80
61618	MACGILLIS, JIM	04/30/2015	122.00
61619	MACKIN EDUCATIONAL RESOURCES	04/30/2015	1,260.44
61620	Vendor Continued Check	04/30/2015	0.00
61621	Vendor Continued Check	04/30/2015	0.00
61622	Vendor Continued Check	04/30/2015	0.00
61623	Vendor Continued Check	04/30/2015	0.00
61624	MADISON NATIONAL LIFE	04/30/2015	43,398.39
61625	MARCO, INC	04/30/2015	319.82
61626	MCDONOUGH'S WATERJETTING AND	04/30/2015	620.00
61627	MCGIVERN, JEROME JAY	04/30/2015	67.00
61628	MCNERTNEY, HOWARD	04/30/2015	225.00
61629	MEDICARE PREMIUM COLLECTION CT	04/30/2015	318.40
61630	MENARDS-MAPLEWOOD	04/30/2015	776.14
61631	MIDAMERICA BOOKS	04/30/2015	837.90
61632	MIDWEST BUS PARTS INC	04/30/2015	107.40
61633	MINVALCO INC	04/30/2015	700.05
61634	MN CENTRAL SCHOOL BUS	04/30/2015	1,975.00
61635	MN DEPT OF HEALTH	04/30/2015	70.00
61636	MN HISTORICAL SOCIETY	04/30/2015	1,750.00
61637	MODERN FENCE & CONST INC	04/30/2015	40.00
61638	MONTESSORI RESOURCES & EQUIP	04/30/2015	146.05
61639	MOORE, CYNTHIA A	04/30/2015	32.70
61640	MOUNDS VIEW HIGH SCHOOL	04/30/2015	125.00
61641	MP NEXLEVEL LLC	04/30/2015	227.50
61642	MUMBLEAU, RICHARD THOMAS	04/30/2015	420.00
61643	MUSIC CONNECTION INC	04/30/2015	180.00
61644	NASP INC	04/30/2015	660.00
61645	NASSEFF MECH CONTRACTORS	04/30/2015	5,379.87

Check Nbr	Vendor Name	Check Date	Check Amount
61646	NATL JUNIOR HONOR SOCIETY	04/30/2015	385.00
61647	NCPERS MINNESOTA	04/30/2015	240.00
61648	NCS PEARSON INC	04/30/2015	47.00
61649	NICE GUY TECH LLC	04/30/2015	243.60
61650	NOAH, MATT	04/30/2015	700.00
61651	Vendor Continued Check	04/30/2015	0.00
61652	NORTH CENTRAL TRUCK EQUIPMENT	04/30/2015	989.48
61653	NORTHERN LANDSCAPE & IRRIGATIO	04/30/2015	8,500.00
61654	NOVAK, JANICE S	04/30/2015	280.00
61655	NOVAK, JIM	04/30/2015	67.00
61656	NOVINSKA, TOD	04/30/2015	270.00
61657	NOW MICRO INC	04/30/2015	90.00
61658	OFTEDAL, RICHARD	04/30/2015	75.00
61659	ORDWAY CENTER FOR PERFORMING	04/30/2015	135.00
61660	OXYGEN SERVICE CO INC	04/30/2015	290.99
61661	PAR CODE SYMBOLOGY INC	04/30/2015	101.00
61662	PARTS NOW ! LLC	04/30/2015	606.90
61663	PAUL THE PLUMBER INC	04/30/2015	180.00
61664	PAULSON, MIKE	04/30/2015	122.00
61665	PC PARTS PLUS LLC	04/30/2015	670.00
61666	PERFECTION LEARNING CORP	04/30/2015	55.90
61667	PETERSON BROS ROOFING & CONST	04/30/2015	1,143.00
61668	PHOENIX SCHOOL COUNSELING LLC	04/30/2015	4,499.54
61669	PICTURE THAT!	04/30/2015	174.00
61670	PITNEY BOWES PURCHASE POWER	04/30/2015	108.99
61671	PODS COMPLETE CAR CARE	04/30/2015	63.60
61672	POLAR CHEVROLET MAZDA	04/30/2015	135.87
61673	POSTMASTER	04/30/2015	524.00
61674	POWELLS.COM	04/30/2015	1,108.97
61675	PREMIUM WATERS INC	04/30/2015	113.70
61676	PRESS PUBLICATIONS	04/30/2015	415.80
61677	PRO-ED INC	04/30/2015	390.33
61678	PROGRESSIVE BUSINESS PUBL	04/30/2015	230.00
61679	PROF SERVICE INDUSTRIES	04/30/2015	542.50
61680	RAMSEY COUNTY PARKS/REC DEPT	04/30/2015	3,050.00
61681	RAMSEY COUNTY PUBLIC HEALTH	04/30/2015	200.00
61682	RATWIK ROSZAK & MALONEY PA	04/30/2015	2,742.93
61683	REBYL SPORTS INC	04/30/2015	450.00
61684	RECH, PAM	04/30/2015	33.45
61685	RED BALLOON BOOKSHOP	04/30/2015	158.05
61686	REDWOOD TOXICOLOGY LABORATORY	04/30/2015	173.45
61687	RESERVE ACCOUNT	04/30/2015	5,000.00
61688	ROGER VADNAIS PLUMBING	04/30/2015	960.00
61689	ROSETTA STONE	04/30/2015	199.00
61690	RPM ATHLETICS LLC	04/30/2015	6,475.00
61691	RUPAR, ROBERT T	04/30/2015	654.40
61692	RYDIN DECAL	04/30/2015	1,197.05
61693	SAM'S CLUB/SYNCHRONY BANK	04/30/2015	149.46
61694	SAM'S CLUB/SYNCHRONY BANK	04/30/2015	13.94
61695	SANDERS, LISA	04/30/2015	5.00

Check Nbr	Vendor Name	Check Date	Check Amount
61696	SCHOOL HEALTH CORPORATION	04/30/2015	93.60
61697	SCHOOL PRIDE	04/30/2015	365.00
61698	SCHOOL SPECIALTY	04/30/2015	104.20
61699	SCHULER, SCOTT	04/30/2015	75.00
61700	SCOTT MCDONALD GOLF SHOP LLC	04/30/2015	2,751.27
61701	SEATING AND ATHLETIC FACILITY	04/30/2015	1,620.00
61702	SEEVER, GRAY	04/30/2015	140.00
61703	SEGLEM, SCOTT	04/30/2015	73.00
61704	SHAKOPEE HIGH SCHOOL	04/30/2015	91.00
61705	SKELLY, BRIAN	04/30/2015	49.00
61706	SMITH, KELLY	04/30/2015	50.00
61707	SCHOOL NUTRITION ASSOC (SNA)	04/30/2015	20.00
61708	SCHOOL NUTRITION ASSOC (SNA)	04/30/2015	71.00
61709	SNAP-ON	04/30/2015	75.70
61710	SOMMERNESS, JENNIFER	04/30/2015	4,887.50
61711	SORENSEN, MATT	04/30/2015	150.00
61712	SPORTHILL	04/30/2015	2,310.55
61713	ST PAUL PIONEER PRESS	04/30/2015	249.60
61714	STAI, COLLEEN	04/30/2015	150.00
61715	STAPLES ADVANTAGE	04/30/2015	4,340.00
61716	STARHA, BRUCE C	04/30/2015	122.00
61717	STATE SUPPLY CO	04/30/2015	317.06
61718	STB	04/30/2015	550.00
61719	STEVE WEISS MUSIC	04/30/2015	1,669.75
61720	STILLWATER JR HIGH SCHOOL	04/30/2015	120.00
61721	STOB, DANA	04/30/2015	80.00
61722	STORYBOARD FILMS	04/30/2015	300.00
61723	STUDENT SUPPLY	04/30/2015	529.02
61724	SUBURBAN/GREEN & WHITE TAXI	04/30/2015	39.53
61725	SUGAR LOAF CHARTER SERVICE	04/30/2015	4,960.00
61726	Vendor Continued Check	04/30/2015	0.00
61727	SUMMIT COMPANIES	04/30/2015	4,680.00
61728	SUNDQUIST, TREVOR	04/30/2015	73.00
61729	SUNQUIST, JAMES	04/30/2015	143.50
61730	TEAM EXPRESS	04/30/2015	272.01
61731	THAYER, CHARLES R	04/30/2015	73.00
61732	TIERNEY BROTHERS INC	04/30/2015	485.10
61733	TOBII DYNAVOS	04/30/2015	40.00
61734	TOWN LIFE	04/30/2015	1,215.00
61735	TRADE PRESS INC	04/30/2015	1,536.00
61736	TRANS-MISSISSIPPI BIO SUPPLY	04/30/2015	278.37
61737	TREETOP PUBLISHING INC	04/30/2015	254.10
61738	TRUCK UTILITIES MFG CO	04/30/2015	16.56
61739	TSBL DISTRIBUTING	04/30/2015	38.10
61740	TST CREATIVE CATERING	04/30/2015	1,174.50
61741	UHL CO INC	04/30/2015	467.00
61742	UNIVERSITY OF WI RIVER FALLS	04/30/2015	350.00
61743	UNIVERSAL ATHLETIC	04/30/2015	581.10
61744	VERIZON WIRELESS	04/30/2015	1,799.14
61745	VERTICAL ENDEAVORS INC	04/30/2015	690.00

Check Nbr	Vendor Name	Check Date	Check Amount
61746	VISI	04/30/2015	525.00
61747	WHITE BEAR CENTER FOR THE ARTS	04/30/2015	999.00
61748	WHITE BEAR RENTAL EQUIPMENT	04/30/2015	201.90
61749	WHITE BEAR AREA YMCA	04/30/2015	9,909.00
61750	WHITE BEAR LAKE CITY	04/30/2015	100.00
61751	WHITE BEAR LAKE CITY	04/30/2015	35.00
61752	WEBER, MARK	04/30/2015	122.00
61753	WELLS CONCRETE	04/30/2015	28,911.54
61754	WILES, DAVE	04/30/2015	75.00
61755	WILKINSON, BRAD	04/30/2015	75.00
61756	WINDSTREAM	04/30/2015	2,166.14
61757	WORLD BOOK INC	04/30/2015	3,313.34
61758	WORLD'S FINEST CHOCOLATE INC	04/30/2015	3,210.00
61759	XCEL ENERGY	04/30/2015	72,307.03
61760	XEROX CORPORATION	04/30/2015	180.53
61761	ZAPPA'S SPORTING GOODS	04/30/2015	345.00
61762	ZAPPETILLO, DAVID	04/30/2015	67.00
317	Computer	Check(s) For a Total of	852,485.99

Check Nbr	Vendor Name	Check Date	Check Amount
60223	ELK RIVER GIRLS GOLF	04/30/2015	130.00
61091	WHITE BEAR AREA CHAMBER	04/30/2015	106.00
61183	DELTA EDUCATION	04/30/2015	160.16
3	Void	Check(s) For a Total of	396.16

	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
	317	Computer	Checks For a Total of	852,485.99
Total For	317	Manual, Wire Tran, ACH & Computer Checks		852,485.99
Less	3	Voided	Checks For a Total of	396.16
		Net Amount		852,

RESOLUTION FOR ACCEPTANCE OF GIFTS

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**
 MEETING DATE: **May 11, 2015**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
Tape and Office Supplies (Value \$55)	Rita Joyce	White Bear Lake Area High School Theater Department
\$325 for 2015 Excellence Event	Rotary Club of Vadnais Heights	White Bear Lake Area High School
\$1,000 for 2015 Excellence Event	Michael and Karen Roe Karoo Investment Services	White Bear Lake Area High School
\$1,200 Girls Varsity Basketball Program	WBL Basketball Association	White Bear Lake Area High School
\$225 for bus transportation to Donatelli's on 2/10/15, 2/17/15, and 2/24/15	Willow Lane Elementary PTO	Willow Lane Elementary School
\$974.50 for bus transportation for five fieldtrips	Willow Lane Elementary PTO	Willow Lane Elementary School
\$558.50	Lincoln School PTA	Lincoln Elementary School
\$2,500 for technology	Vadnais Heights PTO	Vadnais Heights Elementary School
\$500 for Senior Graduation Party	White Bear Lake Lions Club	White Bear Lake Area High School
\$300 for carnival	White Bear Lake Lions Club	Lakeaires Elementary School
\$50,000 For Hippodrome	White Bear Lake Area Hockey Association	White Bear Lake Area School District Community Services
\$1,200 for Girls Basketball Program	WBL Basketball Association	White Bear Lake Area High School
\$200 for Girls Basketball Program	Mr. & Mrs. Zoborowski	White Bear Lake Area High School
\$1,500 for a solar power flashing traffic speed road sign located in from of Oneka.	Dead Broke Saddle Club	Oneka Elementary School
\$1,500 for a solar power flashing traffic speed road sign located in from of Oneka.	Centennial Youth Hockey Association	Oneka Elementary School

\$120 for H2O for Life	Janet Newberg	White Bear Lake Area High School
\$50 for Media Center	McDonalds	Birch Lake Elementary

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Request

MEETING DATE: May 11, 2015

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 trip is 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
5/15 -16/15 Taylors Falls and Trollhaugen	Ben Nakagaki	Ambassador	0	35	Cost per student: \$114.28 Student Fees and fundraising.	Bus	End of year celebration.

Recommendation: The administration recommends the School Board to approve this field trip.

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

STEPHEN NELSON – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 10/01/2014
Effective Date: 06/05/2015

MARY SMUNK – Part Time Cook, Central Middle School
Employed by District 624 since 09/18/2013
Effective Date: 04/23/2015

RESIGNATIONS/TERMINATION – CERTIFIED STAFF

MICHELLE GROVER – Grade 2 Teacher, Birch Lake Elementary
Employed by District 624 since 08/20/2014
Effective Date: 06/08/2015

DAWN WALKER – Psychologist, Willow Lane Elementary
Employed by District 624 since 03/03/2014
Effective Date: 06/08/2015

RETIREMENT – CLASSIFIED STAFF

BETTY GODMARE – Attendance Clerk, High School – South Campus
Employed by District 624 since 10/04/1988
Effective Date: 06/05/2015

DONALD SCHWANTES – Custodian, High School – North Campus
Employed by District 624 since 01/06/2003
Effective Date: 05/29/2015

MARIE WILHELMY – Administrative Assistant - Principal, Oneka Elementary
Employed by District 624 since 08/27/1984
Effective Date: 06/12/2015

TERMINATION AGREEMENT

JENELL PITLIK – Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 03/19/2003
Effective Date: 04/14/2015

FULL – TIME LEAVE REQUEST – CLASSIFIED STAFF

CRISTINA CASTRO – Regular Part Time Cook – High School – North Campus
Employed by District 624 since 10/28/2013
Effective Date: April 20, 2015 through June 5, 2015

BRIAN FRANSEN – Custodian, Matoska International
Employed by District 624 since 02/02/2004
Effective Date: November 20, 2014 through May 4, 2015

CAITLIN KEESE – Regular Part Time Cook – High School – South Campus
Employed by District 624 since 11/11/2013
Effective Date: November 10, 2014 through June 5, 2015

JAYMI MASSA – Program Assistant Leader – Lakeaires Elementary
Employed by District 624 since 11/22/1999
Effective Date: June 8, 2015 through August 28, 2015

MELISSA MCDONALD – Behavior Management Assistant – Matoska International
Employed by District 624 since 09/01/2005
Effective Date: March 16, 2015 through April 24, 2015

LINDA NICHOLS – Behavior Management Assistant – Vadnais Heights Elementary
Employed by District 624 since 09/02/1988
Effective Date: February 26, 2015 through April 15, 2015

PART – TIME LEAVE REQUEST – CERTIFIED STAFF
--

NANCY KIRSCH-HIGGS – Special Education Teacher, Vadnais Heights Elementary
.40 Leave (.60 position)
Effective Date: 2015-2016 School Year

REBECCA PETERSON – Intervention Teacher, Birch Lake Elementary
.50 Leave (.50 position)
Effective Date: 2015-2016 School Year

JOSEPHINE ROBINSON – Counselor, High School – South Campus
.60 Leave (.40 position)
Effective Date: 2015-2016 School Year

FULL – TIME LEAVE REQUEST – CERTIFIED STAFF
--

AMANDA JESKE – Language Arts Teacher, High School – North Campus
Fourth Year General Leave Request
Effective Date: 2015-2016 School Year

HANNAH PADDOCK – Elementary Education Teacher, Hugo Elementary
First Year General Leave Request
Effective Date: 2015-2016 School Year

CASSIDY WEGWERTH – Language Arts Teacher, High School – North Campus
Employed by District 624 since 08/21/2013
Effective Date: April 14, 2015 through June 8, 2015

CHANGE IN PROBATIONARY CONTRACT – CERTIFIED STAFF
--

KIRK GEDNALSKE – Special Education Teacher, Sunrise Park Middle School
From .95 f.t.e. to 1.0 f.t.e.
Effective Date: 2015-2016 School Year

NEW PERSONNEL – CLASSIFIED STAFF

BOBBI MEADOR – Part Time Cook, Oneka Elementary
\$13.94 / hr., 3.25 hrs. / 31 days \$1,449.76
Effective Date: 04/22/2015

MICHAEL MEYERS – Bus Driver, Bus Garage
\$17.16 / hr., 8.0 hrs. / 37 days \$1,269.84
Effective Date: 04/15/2015

NEW PERSONNEL – CERTIFIED STAFF
--

LEAH ARMSTRONG – Kindergarten Teacher, Hugo Elementary
BA, Step 1 \$39,275.00
Effective Date: 2015 – 2016 School Year

JANET CARLSON-CAVA DE CALVO – .5 Physical Therapist – District Wide
MA, Step 13 \$35,342.50
Effective Date: 2015 – 2016 School Year

KATHLEEN DOMSCHOT – Special Education Teacher, High School – North Campus
MA+45, Step 13 \$75,463.00
Effective Date: 2015 – 2016 School Year

COURTNEY GREEN – Special Education Teacher, Sunrise Park Middle School
BA+45, Step 13 \$60,637.00
Effective Date: 2015 – 2016 School Year

KATHLEEN HENDERSON – Orchestra Teacher, Multiple Buildings
BA, Step 2 \$40,118.00
Effective Date: 2015 – 2016 School Year

MELANIE MCPHERSON – Special Education Teacher, Otter Lake Elementary
MA, Step 2 \$45,218.00
Effective Date: 2015 – 2016 School Year

LISA NELL – Special Education Teacher, High School – South Campus
MA, Step 13 \$70,685.00
Effective Date: 2015 – 2016 School Year

PAMELA RAUNER – Special Education Teacher, Multiple Buildings
BA+60, Step 1 \$7,491.21 (Pro-rated on \$42,744)
Effective Date: April 22, 2015

MICHELE STEMWEDEL – Speech & Language Pathologist, Birch Lake Elementary
MA+15, Step 13 \$73,769.00
Effective Date: 2015 – 2016 School Year

AGENDA ITEM: **Negotiation Teams**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Linda Goers, Director of Human Resources**

BACKGROUND:

Below is listed the bargaining units that have working agreements that will expire as of June 30, 2015. Listed are the negotiation teams for each of the bargaining units. Though the teams are listed, this does not preclude the district from bringing in experts for guidance in specific areas as needed that may assist in language clarification including directors, supervisors as well as legal counsel.

Teachers

Sara Paul
Wayne Kazmierczak
Linda Goers

Principals

Wayne Kazmierczak
Linda Goers

Administrators

Wayne Kazmierczak
Linda Goers

Clerical Staff

Wayne Kazmierczak
Linda Goers

Bus Drivers and Aides

Wayne Kazmierczak
Linda Goers

Paraprofessionals

Kathleen Daniels
Wayne Kazmierczak
Linda Goers

Custodians

Wayne Kazmierczak
Linda Goers

Nutrition Services

Wayne Kazmierczak
Linda Goers

Confidential

Wayne Kazmierczak
Linda Goers

Extended Day

Wayne Kazmierczak
Linda Goers

RECOMMENDATION:

Approve the 2015-17 negotiation teams as presented.

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

AGENDA ITEM: **Recognize Student Liaisons to the School Board**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Janet Newberg, School Board Chair**

BACKGROUND:

The White Bear Lake Area School Board would like to commend and recognize **Estefany Crispin and Kelly Lee**, 12th grade students at South Campus, for their outstanding role as the 2014-15 Student Representatives on the School Board.

AGENDA ITEM: **Recognition of Staff Member**

MEETING DATE: **May 11, 2015**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

Bus driver Evy Brainard has been recognized as runner-up for the 2015 Special Education School Bus Drivers and Transportation Assistants Award. This special award is given to one or two drivers each year in the State of Minnesota who exemplify what it means to be a Special Education driver.

AGENDA ITEM: **Update on Evaluation of the 1:1 Initiative in 2014-15 and Plans for 2015-16**

MEETING DATE: **May 11, 2015**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Mark Garrison, Director of Technology**

BACKGROUND:

This year we launched our first 1:1 in 8th grade. Next year we will build on our success as we add 7th grade at both middle schools and 9th and 10th grades at North Campus.

Our technology integration plan is comprehensive and designed around:

1. Professional Development & Support
2. Infrastructure & Devices
3. Integrated High Expectations
4. Student Perspective
5. Careful Planning and Reflection

We know we are meeting our goals when staff and students are using technology as a driver of the 4C's: Communication, Collaboration, Creativity and Critical Thinking.

This update will highlight 4C's success this year and lay out the plan for coming years.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: **Policy 506, Student Discipline**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Sara Paul, Assistant Superintendent**

BACKGROUND:

School Board Policy 506, Student Discipline, has been reviewed by the Policy Committee and the administration. It is being presented for a first reading.

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

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 8, 2015 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 26, 1996
Revised: August 18, 1997
Revised: September 9, 2002
Revised: January 10, 2005
Revised: March 9, 2009
Revised: March 8, 2010

*White Bear Lake Area
School Board Policy 506*

**506 WHITE BEAR LAKE AREA SCHOOL DISTRICT STUDENT DISCIPLINE
POLICY**

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

- B. Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. It is the position of the school district that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with the subject to The Pupil Fair Dismissal Act, Minn. Stat §§ 121A.40-121A.56.

- C. In view of the foregoing and in accordance with Minn. Stat §§ 121A.55, the school board with the participation of school district administrators, teachers, employees,

students, parents, ~~community members~~, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

- A. School Board: The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of the district's discipline policy.
- B. Superintendent: The superintendent shall establish guidelines and directives to carry out this policy, holds all school personnel, students and parents responsible for conforming to this policy, and supports all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. ~~Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.~~
- C. Principal Building Administrator: The school principal/building supervisor is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal/building supervisor shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal/building supervisor shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal/building supervisor shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal/building supervisor, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers: All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel: All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.

- F. Parents or Legal Guardians: Parents and /guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students: All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. ~~For the purpose of this policy “student guests” are individuals in grades 9 through age 21 who do not attend White Bear Lake Area Schools.~~
- I. Community Members: Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

IV. STUDENT RIGHTS

All students have the right to an education and the right to learn.

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. ~~To monitor their own~~ To know and obey all school rules, regulations, policies and procedures, and to conduct themselves in accord with them. ~~behavior, and for knowing and obeying all school rules, regulations, policies and procedures;~~
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students enrolled;
- F. ~~To be aware of all school rules, regulations, policies and procedures, including those in this policy, and to conduct themselves in accord with them;~~
- G.F. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H.G. To be aware of and comply with federal, state and local laws;
- I.H. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;

- J.I To respect and maintain the school's property and the property of others;
- K.J To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L.K To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M.L To conduct themselves in an appropriate physical or verbal manner; and
- N.M To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds and school property or property immediately adjacent to school grounds, school-sponsored activities or trips, school bus stops, school buses, school vehicles, school contracted vehicles or any other vehicles approved for school district purposes, the area of entrance or departure from school premises or events, and all school-related functions and events. School district property also may mean a student's walking route to and from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism.
 - 2. The use of profanity or obscene language, or the possession of obscene materials;
 - 3. Gambling, including, but not limited to, playing a game of chance for stakes;
 - 4. ~~Violation of the school district's Hazing Prohibition Policy;~~
 - 5. 4 Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;

- ~~6. Violation of the school district's Student Attendance Policy;~~
- 7.5 Opposition to authority using physical force or violence;
- ~~8.6~~ Using, possessing or distributing tobacco or tobacco paraphernalia;
- 9.7 Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances.
- 8. Using, possessing, or distributing alternative nicotine products (i.e. e-cigarettes, Personal vaporizers, e-liquid).
- 10.9 Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events.
- 11. Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.
- 11. Using, possessing or distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances, or look-alike substances, except as prescribed by a physician, including one student sharing prescription medication with another student.
- 12. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
- 13. Using, possessing or distributing weapons, or look-alike weapons or other dangerous objects;
- ~~15. Violation of the school district's Weapons Policy.~~
- ~~16. Violation of the schools district's Violence Prevention Policy;~~
- 14. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
- ~~18.15~~ Possession, use or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function by ~~explosion~~ explosive;
- ~~19.~~ Possession, use or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;

20. Use of video and auditory imaging recording equipment, which includes cell phones and other technology devices except where the device is used in a manner authorized by the school, including but not limited to use in bathrooms and locker rooms. ~~is prohibited in bathrooms and locker rooms. This includes cell phones and other technology devices.~~
21. Use or possession of an ignition device, ~~including a (e.g. butane lighter or matches) or disposable lighter or matches,~~ except where the device is used in a manner authorized by the school.
22. Violation of any local, state or federal law as appropriate;
23. Acts disruptive of the educational process, including, but not limited to, disobedience; disruptive or disrespectful behavior; defiance of authority; cheating; ~~insolence~~; insubordination; failure to identify oneself; improper activation of fire alarms or defibrillators; or bomb threats;
24. ~~Violation of the school district's Internet Acceptable Use and Safety Policy;~~
25. Use of nuisance devices or objects which cause distractions or disruptions and may facilitate cheating, including, but not limited to: pagers, phones, including picture phones, and other electronic devices;
26. ~~Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;~~
27. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
28. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
29. ~~Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;~~
30. ~~Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;~~
31. Possession or distribution of slanderous, libelous or pornographic materials;
32. ~~Violation of the school district's Bullying Prohibition Policy;~~
33. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is

racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or is otherwise deemed objectionable by the District;

- 34. Criminal activity;
- 35. Falsification of any records, documents, notes or signatures;
- 36. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
- 37. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism or collusion; including the use of picture phones or other technology to accomplish this end;
- 38. Impertinent or disrespectful language toward teachers or other school district personnel;
- 39. Violation of the school district's Harassment and Violence Policy;
- 40. Actions, including fighting or any other assaultive behavior, which cause or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
- 41. Committing an act which inflicts bodily harm upon another person, even though accidental or a result of poor judgment;
- 42. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
- 43. Verbal assaults, or verbally abusive behavior, including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating or that degrades other people;
- 44. Physical or verbal threats, including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
- 45. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin or sexual orientation;
- 46. ~~Violation of the school district's Distribution of Nonschool Sponsored Materials on School Premises by Students and Employees Policy;~~

- 47. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
- 48. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstructs the mission or operations of the school district or the safety or welfare of students or employees.

VII. DISCIPLINARY ACTION OPTIONS

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

- A. Student conference with the teacher, principal, counselor or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or things will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- B.C Parent/guardian contact;
- €D. Parent/guardian conference;
- Ð.E Removal from class;
- £.F In-school suspension;
- £-G Suspension from extracurricular activities;
- £.H Detention or restriction of privileges;
- £.I Loss of school privileges, e.g. loss of passing time;
- £.J In-school monitoring or revised class schedule;

- J.K Referral to in-school support services;
- K.L Referral to community resources or outside agency services;
- ~~L.M~~ Financial Restitution;
- ~~M.N~~ Referral to police or other law enforcement agencies, or other appropriate authorities;
- N.O A request for a petition to be filed in district court for juvenile delinquency adjudication;
- Ø.P Out-of-school suspension under The Pupil Fair Dismissal Act;
- P.Q Preparation of an admission or re-admission plan;
- Q.R Extended detention after school or Saturday School;
- R.S Expulsion under The Pupil Fair Dismissal Act;
- S.T Exclusion under The Pupil Fair Dismissal Act;
- T.U Alternative educational setting; and/or
- U.V Other disciplinary action as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

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

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

1. Willful conduct that disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;

3. Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

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

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

C. Procedures for Removal of a Student From a Class

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

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

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

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

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

F. Procedures for Notification

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

G. Students on an IEP ~~Disabled Students~~; Special Provisions

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

H. Procedures Devices for Detecting ~~and Addressing~~ Chemical Abuse Problems of ~~Students~~ While on School Premises

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

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

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

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

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

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

- a. If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:
 - (a) The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the concern.
 - (b) The building administrator and/or pre-assessment team will determine what course of action should be taken.
 - (c) Action steps may include: conducting an investigation; gathering objective data from additional staff (i.e. a behavior checklist); scheduling a conference with the student and/or parent(s)/guardian; or conducting a meeting between a single member of the team and the student to discuss the behaviors of concern.
 - (d) Information gathered will be reviewed by the pre-assessment team and/or administrator and a determination of whether or not a chemical use problem exists will be ascertained.
 - (e) If the team determines there is chemical abuse, the team will select an appropriate course of action which may include: parent/guardian conference; referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.
- b. When a student is in violation of the above rules at school, the following intervention procedure shall be followed:
 - (a) The staff member informs the student of the observed violation and/or obtains the student's name and accompanies the student to the office.
 - (b) Should the student refuse to go to the office, an administrator shall be called. If possible, the staff member will confiscate the chemicals and/or evidence substantiating the violation/concern.
 - (c) The staff member reports the details of the incident immediately to an administrator.

- c. If the administrator is in agreement with the reporting staff member(s), the following actions will occur:
 - (a) The administrator will follow due process.
 - (b) The administrator will report the violation to the appropriate law enforcement agency by calling “911” or by calling the School Resource Officer.
 - (c) The administrator will notify parent/guardian, review school board policy with parent(s)/guardian, and inform parent(s)/guardians that the police have been contacted.
 - (d) The student will be interviewed by the police and an administrator/supervisor. When appropriate, the student may be taken to the police station.
- d. School-Based Consequences:
 - (a) First Violation:
 - 1. ~~The student will be suspended for three (3) to five (5) school days. The student will be dismissed for up to 5 days (e.g. suspension, AWARE etc.)~~
 - 2. A parent/guardian conference is required prior to readmission.
 - 3. Upon re-entry, the student will be invited to meet with an appropriate school support resource (e.g. chemical health specialist, school counselor.)
 - 4. If warranted, chemical health assessment resources will also be shared.
 - 5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.
 - (b) Second Violation:
 - 1. The student will be suspended from school for five (5) school days. The five day dismissal may be reduced, if school administration receives confirmation/verification that the student attended a chemical health assessment.
 - 2. A parent/guardian conference is required prior to readmission.

3. ~~At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s). A strong recommendation for such services will be voiced, and a signed release of information will be requested in order to insure school involvement in the assessment process.~~ At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s) (i.g. community-based professional counseling services).
4. ~~In-school support resources will also be discussed.~~ A strong recommendation for student to have a chemical health assessment will be voiced.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

(c) Third Violation:

1. The student will be suspended for up to ten (10) school days pending further investigation.
2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s).
4. A Strong advocacy for a chemical health assessment will be voiced.
- ~~4. In-school support resources will also be shared.~~
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

~~e. Additional Actions:~~

~~(a) School-based:~~

- ~~1. Refer the student to the pre-assessment team.~~
- ~~2. Refer the student to a school-based support group.~~
- ~~3. Develop a behavior change contract with the student.~~

- ~~4. Advocate for professional counseling services or chemical abuse assessment. If an assessment is recommended, a release of information to the student's counselor will be requested.~~
- ~~5. If parents are unwilling to cooperate with the school and refuse to seek professional help, the concern may be reported to Child Protection Services if deemed appropriate.~~

~~(b) Community based:~~

- ~~1. Advocacy for community based professional counseling services or chemical abuse assessment services. If an assessment is recommended, a release of information to the student's counselor will be requested.~~
- ~~2. Sharing of information with parent(s)/guardian(s) pertaining to education resources in the community that are focused on parenting a young person who is experiencing chemical use issues.~~
- ~~3. Sharing of information about community resources that are designed to support youth who have grown up in chemically abusive family systems.~~

~~3. Use of Mood Altering Chemicals by Participants in Minnesota State High School League Sponsored Activities~~

~~The White Bear Lake Area Schools are members of the Minnesota State High School League. The White Bear Lake Area Schools meet the minimal disciplinary consequences as related to the use of mood-altering chemicals. However, coaches may establish and enforce team discipline codes which exceed this policy.~~

~~Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or (3) use or consume, have in possession, buy, sell or give away any other controlled substance or drug paraphernalia.~~

~~The bylaw applies continuously from the first signing of the student Eligibility Brochure. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by his/her doctor.~~

~~a. First Violation~~

- ~~(a) After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic events or two (2) weeks of a season in which the student is a participant, whichever is greater.~~

~~(b) No exception is permitted for a student who becomes a participant in a treatment program.~~

~~b. Second Violation~~

~~(a) After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or three (3) weeks, whichever is greater.~~

~~(b) No exception is permitted for a student who becomes a participant in a treatment program.~~

~~c. Third and Subsequent Violations~~

~~(a) After confirmation of the third violation or subsequent violations, the student shall lose eligibility for the next twelve (12) consecutive interscholastic events in which the student is a participant or four weeks, whichever is greater.~~

~~(b) If after the third violation or subsequent violations the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.~~

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

~~e. Denial Disqualification: A student shall be disqualified from all interscholastic athletics for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.~~

~~f. Coaches may establish and enforce team discipline codes which exceed this policy.~~

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

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

~~The use, possession, distribution of, or intent to distribute tobacco in any form or tobacco paraphernalia by students in school buildings and on school property is a~~

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

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

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

The MSHSL Bylaw 205 applies continuously from the first signing of the Student Eligibility Statement. The WBLAS District reserves the right to apply increased sanctions over those stated by the MSHSL. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor. Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.

1. First Violation
 - a. After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater.
 - b. No exception is permitted for a student who becomes a participant in a treatment program.
2. Second Violation
 - a. After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.
 - b. No exception is permitted for a student who becomes a participant in a treatment program.

3. Third and Subsequent Violations

- a. After confirmation of the third or subsequent violations, the student shall lose eligibility for one calendar year. ~~the next twelve (12) consecutive interscholastic contests in which the student is a participant or four (4) weeks, whichever is greater.~~
- b. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.

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

5. Denial Disqualification: A student shall be disqualified from all interscholastic ~~athletics~~ activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.

~~6. Coaches may establish and enforce team discipline codes which exceed this policy.~~

J. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior

1. School staff will contact parents/guardians to make them aware of on-going concern(s) with their students. Staff will relay the school or classroom expectation and possible outcomes if the behavior continues. Parents/guardians will be encouraged to discuss situation with their child and work with school personnel to address behavior proactively. A meeting with parents/guardians and school personnel to review the area of concern may occur.
2. On-going, inappropriate behavior will be documented on the building referral form. Behavior and consequence will be described and parent(s)/guardian(s) will be contacted by school personnel.

K. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems

1. During the enrollment process, schools will gather as much information from parents/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns.

2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day.
3. School administration will have a plan for reviewing attendance records on a regular basis and then act on attendance concerns in accordance with the appropriate county truancy program.
4. Schools should have a formal structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration.
5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior, and social/emotional concerns.
6. Schools may have staff assigned to intervene and support students early on as behavior concerns are surfacing.
7. Schools will work with district office chemical health support staff to assess student behavior and determine whether or not chemical issues are present.
8. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events.
9. Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.
10. Schools will work with district office personnel to engage and support students from all cultural backgrounds.
11. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or social-emotional concerns might need to be assessed for special education services.
12. A formal structure should be created to share information as students transition between schools and grades to assist in continuous support and intervention.
13. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.

IX. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

1. The school district shall not deny due process of equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.
 2. The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.
- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on the following grounds:
1. Willful violation of any reasonable school board regulation, including those found in this policy;
 2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
 3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.
- C. Suspension Procedures
1. "Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent or designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less, except as may be provided in federal law for a student with disability.
 2. If a student's total days of removal from school exceeds ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent(s) or guardian(s) before subsequently removing the student from school and, with the permission of the parent(s) or guardian(s), arrange for a mental health screening for the student at the parent(s) or guardian's expense. The purpose of this meeting is to attempt to determine the pupil's need for assessment or other services or whether the parent(s) or guardian(s) should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
 3. Each suspension action shall include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A

readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

4. ~~In the case of a student with a disability, the student's individual education plan team shall meet immediately but not more than ten (10) school days after the date on which the decision to remove the student from the student's current education placement is made. The individual education plan team shall, at the meeting, conduct a review of the relationship between the child's disability and the behavior subject to disciplinary action, and determine the appropriateness of the child's education plan.~~
- ~~—The requirements of the individual education plan team meeting apply when: (1) the parent requests a meeting; (2) the student is removed from the student's current placement for five (5) or more consecutive days; or (3) the student's total days of removal from the student's placement during the school year exceed ten (10) cumulative days in a school year. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. A separate administrative conference shall be conducted for each period of suspension.~~
- ~~—School officials may unilaterally place a student with disabilities in an appropriate interim alternative educational setting for up to 45 days if the student brings a weapon to school or a school function; or knowingly possesses, uses, or sells illegal drugs or controlled substances at school or a school function; or inflicts substantial bodily harm.~~

A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine that extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress towards meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the

tenth (10th) cumulative day of suspension has elapsed. School officials may unilaterally place a student with disabilities in an appropriate interim alternative educational setting for up to 45 days if the student brings a weapon to school or a school function; or knowingly possesses, uses, or sells illegal drugs or controlled substances at school or a school function; or inflicts substantial bodily harm.

5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the pupil to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.
6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
7. After a suspension has been assigned and upon further consideration, school administrators may choose to reduce the length of the suspension or assign alternative consequences.
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56, shall be personally served upon the student at or before the time of suspension is to take effect, and upon the student's parent(s)/ ~~or~~ guardian(s) by mail within forty-eight (48) hours of the conference.
9. The school administration shall make reasonable efforts to notify the student's parent(s)/ ~~or~~ guardian(s) of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent(s)/ ~~or~~ guardian(s) within forty-

eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that an alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent(s) ~~or~~ guardian(s).
5. The student and parent(s) ~~or~~ guardian(s) shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent(s) ~~or~~ guardian(s) personally or by mail, and shall contain: a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of the hearing; be accompanied by a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and informing the student and parent(s) ~~or~~ guardian(s) of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent(s) ~~or~~ guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department Education (MDE).
6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent(s) ~~or~~ guardian(s).
7. All hearings shall be held at a time and place reasonably convenient to the student, Parent(s)/guardian(s) and shall be closed, unless the student, parent(s) ~~or~~ guardian(s) requests an open hearing.

8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent(s)/ ~~or~~ guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceedings.
10. If the student designates a representative other than the Parent(s)/guardian(s), the representative must have a written authorization from the student and the parent(s) or guardian(s) providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent(s)/guardian(s), or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent(s)/guardian(s), or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent(s)/guardian(s), or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which will be made to the school district and served upon the parties within two (2) days after closing of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and

comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.

18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minn. Stat. § 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion, or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent(s)/guardian(s) by mail of the student's right to attend and to be reinstated in the school district.

~~E. Disabled Students; Special Considerations for Expulsion and/or Alternative Placement~~

- ~~1. Students who are currently identified as disabled under IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.~~
- ~~2. Where a student is dismissed for five (5) or more consecutive days, or has accumulated more than ten (10) days of dismissal over the course of the school year, the White Bear Lake School District will convene a meeting to determine whether the student's educational program is appropriate and whether the behavior subject to discipline is a manifestation of the student's disability.~~
- ~~3. Such a meeting must be held within ten (10) days of the White Bear Lake School's decision to remove the student from his or her current educational placement and must be held before commencing an expulsion or exclusion of the student.~~

- ~~4. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the White Bear Lake School District will proceed with discipline up to and including expulsion as if the student did not have a disability, unless the student's educational program provides otherwise.~~
- ~~5. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team will confer on the appropriate discipline (excluding exclusion or expulsion) and take steps to alter the student's educational program, as necessary. The student may be placed in a 45-day interim alternative educational setting pending the manifestation determination. The student will be returned to the placement from which the student was removed unless the team agrees to a change of placement as part of the modification of the behavioral intervention plan or determines a need for increased services.~~
- ~~6. Regardless of whether the behavior is a manifestation of the student's disability, if the team determines that the student's educational program is either not appropriate or not being properly implemented, the team will take steps to alter the program and will take any program alterations into account in determining appropriate discipline.~~
- ~~7. When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the White Bear Lake School District shall continue to provide special education and related services after any period of suspension, if suspension is imposed.~~

E. Disabled Students; Special Considerations for Expulsion and/or Alternative Placement

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

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

district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement.

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

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

X. ADMISSION OR READMISSION PLAN

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

XI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by The Pupil Fair Dismissal Act, or other applicable law. The teacher, principal, or other school district officials may provide additional notification as deemed appropriate.

XII. STUDENT DISCIPLINE RECORDS

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

XIII. OPEN ENROLLED STUDENTS

~~Under the Enrollment Options Program (Minn. Stat. 124D.03 Subd. 12), a district may terminate the enrollment of a nonresident student enrolled under this section or School Boards' Approval to Enroll in Nonresident District (Minn. Stat. 124D.08) at the end of a school year if the student meets the definition of a habitual truant under section 260C.007, Subd. 19, the student has been provided appropriate services under chapter 260A, and the student's case has been referred to juvenile court. A district may also terminate the enrollment of a nonresident student over the age of 16 enrolled under this section if the student is absent without lawful excuse for one or more periods for 15 school days and has not lawfully withdrawn~~

~~from school under section 120A.22, Subd. 8.~~ The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. 124D.03) or Enrollment in Nonresident District (Minn. Stat. 124D.08) at the end of the school year if the student meets the definition of a habitual truant, the student has been provide appropriate services for truancy (Minn. State Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Option Program if the student is absent without lawful excuse for one or more periods of fifteen (15) school days and has not lawfully withdrawn from school.

XIV. DISTRIBUTION OF POLICY

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

XV. REVIEW OF POLICY

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

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
~~Minn. Stat. § 121A.27 (School and Community Advisory Team)~~
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§121A.40 to 121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. §§ 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. §§ 121A.60 to 121A.61 (Removal From Class)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. §§ 124D.03 (Enrollment Options Program)
Minn. Stat. §§ 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch. 125A (Student With Disabilities)
Minn. Stat. Ch. 260A (Truancy)

Minn. Stat. Ch. 260C (Child Protection)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973 § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

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

AGENDA ITEM: **Policy 509, Enrollment of Nonresident Students**

MEETING DATE: **May 11, 2015**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 509, Enrollment of Nonresident Students, has been reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The School District desires to participate in the Enrollment Options Program established by Minn. Stat. §124D.03. It is the purpose of this policy to set forth the application and exclusion procedures used by the school district in making said determination.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 8, 2015 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 12, 1996
Revised: June 11, 2001
Revised: January 10, 2005
Revised: November 8, 2007
Revised: December 12, 2011

*White Bear Lake Area
School Board Policy 509*

509 ENROLLMENT OF NONRESIDENT STUDENTS

I. PURPOSE

The school district desires to participate in the Enrollment Options Program established by Minn. Stat. §124D.03. It is the purpose of this policy to set forth the application and exclusion procedures used by the school district in making said determination.

II. GENERAL STATEMENT OF POLICY

- A. Eligibility. Applications for enrollment under the Enrollment Options (Open Enrollment) Law will be approved provided that acceptance of the application will not exceed the capacity of a program (excluding special education programs), class, grade level, or school building as established by school board resolution and provided that:
1. space is available for the applicant under enrollment cap standards established by school board policy or other directive; and
 2. in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the school district; or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minn. Stat. § 124D.03.
 3. the applicant is not otherwise excluded by action of the school district because of previous conduct in another school district.
- B. Standards that may be used for rejection of application. In addition to the provisions of Paragraph IIA, the school district may refuse to allow a pupil who is expelled under Minn. Stat. § ~~Section~~ 121A.45 to enroll during the term of the expulsion if the student was expelled for:
1. possessing, at school or a school function, a dangerous weapon, including a weapon, device, instruments, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, with the exception of a

pocket knife with a blade less than two and one-half inches in length, at school or a school function;

2. possessing or using an illegal drug at school or a school function;
3. selling or soliciting the sale of a controlled substance while at school or a school function; or
4. committing a third-degree assault involving “assaulting another and inflicting substantial bodily harm”.

C. Standards that may not be used for rejection of application. The school district may not use the following standards in determining whether to accept or reject an application for open enrollment;

1. previous academic achievement of a student;
2. athletic or extracurricular ability of a student;
3. disabling conditions of a student;
4. a student’s proficiency in the English language;
5. the student’s district of residence except where the district of residence is directly included in an enrollment options strategy included in an approved achievement and integration program; or
6. previous disciplinary proceedings involving the student. This shall not preclude the school district from denying the application of a student who was expelled under Minn. Stat. §121A.45 for a reason stated in Paragraph II.B. or proceeding with exclusion as set out in in Section E-F of this policy.

D. Application. The student and parent or guardian must complete and submit a School District Enrollment Options Program application developed by the Minnesota Department of Education. That form is attached to this Policy and is incorporated by reference. (that enrollment form follows this policy).

E. Lotteries. If a school district has more applications than available seats at a specific grade level, it must hold an impartial lottery following the state established open enrollment deadline to determine which students will receive seats. Siblings of currently enrolled students and applications related to an approved integration and achievement plan must receive priority in the lottery.

The process for the school district lottery must be established by school board policy and posted on the school district's website.

E. F. Exclusion.

1. Administrator's initial determination. If a school district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or school district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should be initiated.
2. Superintendent's review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the school board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

F. G. Termination of Enrollment

1. The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minn. Stat. § 124D.03, or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minn. Ch 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under the age of 17 ~~16~~ years ~~of age~~ who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or more class periods on seven school days per school year if the child is in middle school, junior high school or high school, or a child who is ~~16 or~~ 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school under Minn. Stat. § 120A.22~~6~~, Subd. 8.
2. The school district may also terminate the enrollment of a nonresident student ~~over 16~~ 16-18 years of age or older if the student is absent without

lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minn. Stat. § 120A.22, Subd. 8.

3. A student who has not applied for and been accepted for open enrollment pursuant to this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school. Prior to removal from school, the school district will send to the student's parents/guardians a written notice of the school district's belief that the student is not a resident of the school district. The notice shall include the facts upon which the belief is based and notice to the parents/guardians of their opportunity to provide documentary evidence, in person or in writing, of residency to the superintendent or the superintendent's designee. The superintendent or the superintendent's designee will make the final determination as to the residency status of the student.

H. Notwithstanding the requirement that an application must be approved by the board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the board of the nonresident district. The approval of the board of the student's resident district is not required.

Legal Reference: Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)
Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair dismissal Act)
Minn. Stat. § 124D.03, (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District)
Minn. Stat. § 124D.68 (High School Graduation Incentives Program)
Minn. Ch. 260A (Truancy)
Minn. Stat. § 260C.007, Subd 19 (Habitual Truant Defined)
Minn. Opp Atty. Gen. No. 169-f (August 13, 1986)
Indep. Sch. District No. 623 v. Minn. Dept. of Educ., Co. No A05-361, 2005
WL 3111963 (Minn. App. 2005) (unpublished)

Cross Reference: WBLASB Policy 506 (Student Discipline)
WBLASB Policy 517 (Student Recruiting)
MSBA Service Manual, Chapter 5, Various Educational Programs

AGENDA ITEM: **Policy 510, Student Activities**

MEETING DATE: **May 11, 2015**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 510, Student Activities, has been reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The purpose of this policy is to impart to students, employees and community the school district's policy related to the student activity program. This policy does not address field trips (refer to Policy 610: Student Field Trips, Fees, and Fines).

Review of the policy was initiated in the summer of 2014 as the School Board discussed making changes to student activity fees. Two passages in the policy reflect value statements related to student activities:

- The District values a comprehensive education for its students. School activities provide opportunities for students to pursue special interests that contribute to their physical, mental and emotional well-being.
- The School Board believes in the benefits derived from participation in District sponsored activities and supports involvement by all students. Activity fees shall be waived for students whose families qualify for free or reduced priced lunch. The administration shall establish procedures that ensure proper implementation of this policy provision.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 8, 2015 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 12, 1996
Revised: June 11, 2001

White Bear Lake Area
School Board Policy 510

510 SCHOOL ACTIVITIES

I. PURPOSE

The purpose of this policy is to impart to students, employees and community the school district's policy related to the student activity program. This policy does not address field trips (refer to Policy 610: Student Field Trips, Fees, and Fines).

II. GENERAL STATEMENT OF POLICY

The District values a comprehensive education for its students. School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental and emotional well being. They are of secondary importance in relationship to the formal instructional programs; however, they complement the instructional program in providing students with additional opportunities for growth and development.

III. RESPONSIBILITY

- A. The school board expects all students who participate in school sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including students, parent(s)/guardian(s), employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parent(s)/guardian(s) and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal or unsportsmanlike behavior at these activities or events.
- C. It shall be the responsibility of the superintendent or designee to disseminate information ~~needed to inform~~ students, parent(s)/guardian(s), staff and community about of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the League rules. It shall be the responsibility of those employees who conduct MSHSL activities to familiarize students and parent(s)/guardian(s) with all applicable rules, penalties, and opportunities.
- ~~E. It shall be the responsibility of those employees who conduct MSHSL activities to~~

familiarize students and parents with all applicable rules, penalties, and disciplinary consequences.

IV. STUDENT ACTIVITY FEES

Activity fees will be established in a manner as provided by law. Fees will be reviewed and set annually by the administration and reviewed by the school board. Refer to Addendum 510.1 for activity fees, terms and conditions.

The school board believes in the benefits derived from participation in district sponsored activities and supports involvement by all students. Activity fees shall be waived for students whose families qualify for free or reduced priced lunch. The administration shall establish procedures that ensure proper implementation of this policy provision.

Legal References:

Minn. Stat. § 123B.34 through 123B.38 (Minnesota Public School Fee Law)

Minn. Stat. § 123B.49 (Co-curricular and Extracurricular Activities)

Cross References:

WBLASB Policy 503 (Student Attendance)

WBLASB Policy 506 (Student Discipline)

MSBA Service Manual, Chapter 65, District Education Program Various Educational Programs

AGENDA ITEM: **Policy 526, Hazing Prohibition**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Sara Paul, Assistant Superintendent**

BACKGROUND:

School Board Policy 526, Hazing Prohibition, has been reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The purpose of this policy is to maintain a safe learning environment for students that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 8, 2015 School Board meeting agenda or a subsequent meeting for action.

Adopted: March 9, 1998
Revised: June 11, 2001
Revised: December 14, 2009
Revised: January 9, 2012

White Bear Lake Area
School District #624 Policy 526

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor or other employee of the school district shall plan, direct, encourage, aid or engage in hazing.
- B. No student, teacher, administrator, volunteer, contractor or other employee of the school district shall permit, condone or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. This policy applies to behavior that occurs on or off school property and **before**, during, and after school hours, ~~This includes~~ **including** weekends and other non-school days.
- E. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- F. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
 - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.
 - 2. Any type of physical activity such as sleep deprivation, exposure to weather,

confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school. This may include verbal abuse such as yelling, swearing at and insulting the student.
 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. “Student organization” means a group, club or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

- A. Any ~~person~~ student who believes he or she has been the victim of hazing or any person who has personally observed or has knowledge ~~with knowledge~~ or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy such as a coach, counselor, teacher, athletic director or administrator.
- B. The building principal is the person responsible for receiving and investigating reports of hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the assistant superintendent or superintendent or the school district human rights officer by the reporting party or complainant.
- C. Teachers, administrators, volunteers, contractors and other employees of the school district shall be particularly alert to possible situations, circumstances or events which might include hazing. Any such person who receives a report of, observes, or has other knowledge or belief of conduct which may constitute hazing shall inform the building principal immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing in a timely manner may be subject to disciplinary action.

- D. Submission of a good faith complaint or report of hazing by a student or staff member will not affect the complainant or reporter's future employment, grades, activity participation or work assignments.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Upon receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district. The district must ensure that the investigation begins within one school day of receipt of a hazing report or complaint.
- B. The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of hazing.
- C. Upon completion of the investigation, the school district will take appropriate action against students or staff that condoned, planned, directed, encouraged, aided, permitted, or engaged in hazing. Such action may include, but is not limited to, warning, suspension, suspension from Minnesota State High School League activities, Saturday School, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be sufficiently severe adequate to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, school district policies and regulations.
- D. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. At a parent(s)/guardian(s) request School officials will notify the parent(s)/ ~~or~~ guardian(s) of students involved in a hazing incident of ~~and~~ the remedial action taken, to the extent permitted by law, based on a confirmed report.

VI. REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who (1) retaliates against any person who makes a good faith report of alleged hazing; (2) ~~retaliates or~~ against any person who testifies, assists, or participates in an investigation, ~~or against any person who testifies, assists, or participates in an~~

investigation, or (3) **retaliates** against any person who testifies, assists or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment or intentional disparate treatment.

VII. DISSEMINATION OF POLICY

- A. This policy shall be referenced in each school's student handbook and in each school's building and staff handbooks.
- B. The school district will develop a method of **annually disseminating** ~~discussing~~ this policy to ~~with~~ students, **parents/guardians**, and employees.

Legal References: Minn. Stat. § 121A.40 - 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 121A.0695 (School Board Policy; Prohibiting Intimidation and Bullying)

Cross Reference: W.B.L.A.S.B Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
W.B.L.A.S.B. Policy 413 (Harassment and Violence)
W.B.L.A.S.B. Policy 506 (Student Discipline)
W.B.L.A.S.B. Policy 514 (Bullying Prohibition Policy)
W.B.L.A.S.B. Policy 525 (Violence Prevention [Applicable to Students and Staff])

E. OPERATIONAL ITEMS

AGENDA ITEM: **Alternative Facilities Bond Sale**

MEETING DATE: **May 11, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

At the April 13, 2015 School Board meeting, the School Board adopted a resolution stating the intent to issue general obligation alternative facilities bonds in the total principal amount not to exceed \$9.37 million pursuant to Minnesota Statutes, Section 123B.59 and Chapter 475, as amended. The proceeds of the bonds will be used to fund the costs of projects at various District facilities as included in the District's ten-year facility plan.

Gary Olson, from the District's financial advising firm of Ehlers and Associates, was in attendance at the April 13, 2015 School Board meeting to present a pre-sale report related to the proposed alternative facilities bonds issue. Mr. Olson will be in attendance at the May 11, 2015 School Board meeting to review the bid tabulation and to guide the School Board through the sale of the bonds.

Suggested Resolution: Move to approve the Resolution Awarding the Sale, Determining the Form and Details, Authorizing the Execution, Delivery and Registration, and Providing for the Payment of \$9,370,000 General Obligation Alternative Facilities Bonds, Series 2015A.

CERTIFICATION OF MINUTES RELATING
TO
GENERAL OBLIGATION
ALTERNATIVE FACILITIES BONDS, SERIES 2015A

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
WHITE BEAR LAKE, MINNESOTA

BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on May 11,
2015, at 7:00 o'clock p.m., in the District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION AWARDING THE SALE, DETERMINING
THE FORM AND DETAILS, AUTHORIZING
THE EXECUTION, DELIVERY, AND REGISTRATION, AND PROVIDING
FOR THE PAYMENT OF GENERAL OBLIGATION
ALTERNATIVE FACILITIES BONDS, SERIES 2015A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this ____ day of May,
2015.

School District Clerk

EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
STATE OF MINNESOTA

HELD: MAY 11, 2015

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624, State of Minnesota, was duly held on May 11, 2015, at 7:00 o'clock p.m.

It was reported that ____ proposals for the purchase of the General Obligation Alternative Facilities Bonds, Series 2015A of the District had been received prior to 11:00 o'clock a.m., Central Time, pursuant to the Terms of Proposal contained in the Official Statement; that the proposals had been opened, read and tabulated; and that the best proposal of each proposal maker was determined to be as follows:

SEE ATTACHED

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AWARDING THE SALE, DETERMINING
THE FORM AND DETAILS, AUTHORIZING
THE EXECUTION, DELIVERY AND REGISTRATION, AND PROVIDING
FOR THE PAYMENT OF GENERAL OBLIGATION
ALTERNATIVE FACILITIES BONDS, SERIES 2015A**

BE IT RESOLVED by the School Board of Independent School District No. 624,

State of Minnesota, as follows:

Section 1. Authorization and Sale.

1.01 Authorization. At a meeting held April 13, 2015, this Board determined to sell and issue general obligation bonds of Independent School District No. 624 (the "Issuer" or the "District") in the total aggregate principal amount of not to exceed \$9,370,000 (the "Bonds"). Said bonds shall be issued to fund the acquisition and betterment of projects included in the District's ten-year plan approved by the Commissioner of Education pursuant to Minnesota Statutes, Section 123B.59, subdivision 3 and related financing costs. In the Terms of Proposal, the District reserved the right, after proposals were opened and prior to award, to increase or decrease the principal amount of the Bonds offered for sale or the amount of any individual maturity, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The Board has caused the Notice of Intent to Issue Bonds to Finance Certain Projects included in the District's approved ten-year plan to be published in the official newspaper of the District as required by Minnesota Statutes, Section 123B.59, subdivision 3, clause (b).

1.02 Sale. The Board, having been advised by Ehlers & Associates, Inc., its independent financial advisor, has determined that this issue shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, as amended. The Board has publicly received and considered all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, which are hereby ratified and confirmed in all respects and are incorporated herein by reference as though fully specified in this paragraph. The most favorable of such proposals is ascertained to be that of _____ (the "Purchaser") to purchase the Bonds at a price of \$_____, plus interest accrued to settlement, and upon the further terms and conditions set forth in the Terms of Proposal contained in the Official Statement and this resolution. Said proposal is hereby accepted and the sale of the Bonds is hereby awarded to said Purchaser.

1.03 Execution of Documents; Return of Good Faith Deposits. The Chair and Clerk are authorized and directed to endorse an acceptance on both copies of the most

favorable proposal and to send one copy to the Purchaser. The Treasurer is directed to retain the good faith deposit of the Purchaser pending delivery of the Bonds and payment therefor, and the good faith deposits of other proposal makers shall forthwith be returned to them.

1.04 Compliance with Law. All acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to the issuance of the Bonds having been done, having happened and having been performed in regular and due form, time and manner as required by law, it is necessary for this Board to establish the form and terms of the Bonds, to provide for the security thereof, and to provide for the issuance of the Bonds forthwith.

1.05 Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section.

1.06 Alternative Facility Bonding and Levy Program. The District hereby covenants and obligates itself to comply with the provisions of Minnesota Statutes, Section 123B.59, and any continuing obligations specified therein, including the requirements relating to annually updating its ten-year plan, submitting its facility maintenance plan to the Commissioner biennially or as otherwise required, and accounting as required thereunder.

Section 2. Bond Terms.

2.01 Designation; Registration; Denomination; Maturities. The \$_____ aggregate principal amount of general obligation bonds sold on this date shall be designated General Obligation Alternative Facilities Bonds, Series 2015A, shall be dated June 4, 2015,

as the date of original issue, and shall be issued forthwith on or after such date using a global book-entry system. The Bonds shall be issued as fully registered bonds and shall be numbered R-1 upward, in the denomination of \$5,000 each or any integral multiple thereof of a single maturity. The Bonds shall mature on February 1 in the years and amounts set forth below, and shall bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue until paid or duly called for redemption at the rates per annum set forth below opposite such years and amounts, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
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In the Terms of Proposal, the District reserved the right, after proposals were opened and prior to award, to increase or decrease the principal amount of the Bonds offered for sale or the amount of any individual maturity, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The amounts specified above are hereby adopted and approved as so adjusted. The Bonds maturing in the years ____ and ____ are term bonds subject to mandatory redemption in the years and principal amounts as specified in paragraph 2.04(b).

These maturities, together with the maturities of all other outstanding general obligation bonds of the Issuer, meet the requirements of Minnesota Statutes, Section 475.54.

2.02 Interest Payments. Interest shall be payable semiannually on each February 1 and August 1 to maturity (each an "Interest Payment Date"), commencing February 1, 2016. Interest will be calculated on the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the MSRB. Interest will be payable in the manner set forth in the form of Global Certificate or Replacement Bond and Paragraph 4.06 of this resolution.

2.03 Use of Global Book-Entry System.

(a) Description of System. In order to issue obligations in "global book-entry form", the obligations are issued in certificated form in large denominations, are registered

on the books of the Issuer in the name of a depository or its nominee, and are immobilized and held in safekeeping by the depository. The depository, as part of the computerized National Securities Clearance and Settlement System (the "National System"), registers transfers of ownership interests in the obligations by making computerized book entries on its own books and distributing payments on the obligations to its participants shown on its books as the owners of such interests. These participants, which include financial institutions for whom the depository effects book-entry transfers of securities deposited and immobilized with the depository, and other banks, brokers and dealers participating in the National System will do likewise if not the beneficial owners of the obligations.

(b) Designation of Depository; Approval of Blanket Issuer Letter of Representations. The Depository Trust Company ("DTC") of New York, New York, a Securities and Exchange Commission designated depository, a limited purpose New York trust company, a member of the Federal Reserve System, and a "clearing corporation" within the meaning of the New York Uniform Commercial Code, is hereby designated as the depository (the "Depository") with respect to the Bonds issued hereunder in global book-entry form. There has been submitted to this Board a form of letter of representations (the "Blanket Issuer Letter of Representations") between the Issuer and the Depository setting forth various matters relating to the Depository and its role with respect to the Bonds. This Blanket Issuer Letter of Representations is hereby approved. The Chair or the Clerk is hereby authorized and directed to execute the Blanket Issuer Letter of Representations in substantially the form attached hereto as EXHIBIT C, if such a letter of representations has not already been executed, with only such variations therein as may be required to complete the Blanket Issuer Letter of Representations, or which are not, in the opinion of Bond Counsel, materially adverse to the interests of the Issuer. Execution of the Blanket Issuer Letter of Representations by such official shall be conclusive evidence as to the necessity and propriety of such changes and their approval by Bond Counsel. So long as DTC is the Depository or it or its nominee is the Holder of any Global Certificate, the District shall comply with the provisions of the Blanket Issuer Letter of Representations, as it may be amended or supplemented by the District from time to time with the agreement or consent of DTC.

(c) Global Certificates. Upon their original issuance, the Bonds will be issued in the form of a single Global Certificate for each maturity which shall represent the aggregate principal amount of the Bonds due on a particular maturity date (the "Global Certificates"). The Global Certificates will be originally issued and fully registered as to principal and interest in the name of Cede & Co., as nominee of DTC. The Global Certificates will be deposited with the Depository by the Purchaser and will be immobilized as further provided herein. No beneficial owners of interest in the Bonds will receive certificates representing their respective interests in the Bonds except as provided below in clause (e) of this Paragraph 2.03. Except as so provided, during the term of the Bonds, beneficial ownership (and subsequent transfers of beneficial ownership) of interests in the Global Certificates will be reflected by book entries made on the records of the Depository and its participants and

other banks, brokers, and dealers participating in the National System. The Depository's book entries of beneficial ownership interest are authorized to be in integral increments of \$5,000, despite the larger authorized denominations of the Global Certificates. Payment of principal of, premium, if any, and interest on the Global Certificates will be made to the Bond Registrar as paying agent, and in turn by the Bond Registrar to the Depository or its nominee as registered owner of the Global Certificates. The Depository, according to the laws and rules governing it, will receive and forward such payments on behalf of the beneficial owners of the Global Certificates.

(d) Immobilization of Global Certificates by the Depository. Pursuant to the request of the Purchaser to the Depository, immediately upon the original delivery of the Bonds the Purchaser will deposit the Global Certificates representing all of the Bonds with the Depository. The Global Certificates shall be in typewritten form or otherwise as acceptable to the Depository, shall be registered in the name of the Depository or its nominee and shall be held immobilized from circulation at the offices of the Depository on behalf of the Purchaser and subsequent Bondholders. The Depository or its nominee will be the sole Holder of record of the Global Certificates and no investor or other party purchasing, selling or otherwise transferring ownership of interests in any Bond is to receive, hold or deliver any Global Certificates so long as the Depository holds the Global Certificates immobilized from circulation, except as provided below in clause (e) of this Paragraph 2.03.

(e) Transfer or Exchange of Global Certificates; Substitute Depository; Replacement Bonds.

Global Certificates evidencing the Bonds may not, after their original delivery, be transferred or exchanged except:

(i) Upon exchange of a Global Certificate after a partial redemption, if authorized in Paragraph 2.04 of this resolution;

(ii) To any successor of the Depository (or its nominee) or any substitute depository (a "Substitute Depository") designated pursuant to subclause (iii) of this clause (e); provided that any successor of the Depository or any Substitute Depository must be both a "clearing corporation" as defined in the Minnesota Uniform Commercial Code, Minnesota Statutes, Section 336.8-102, and a qualified and registered "clearing agency" as provided in Section 17A of the Securities Exchange Act of 1934, as amended;

(iii) To a Substitute Depository designated by and acceptable to the Issuer upon (a) the determination by the Depository that the Bonds shall no longer be eligible for its depository services or (b) a determination by the Issuer that the Depository is no longer able to carry out its functions; provided that any Substitute Depository must be qualified to act as such, as provided in subclause (ii) of this clause (e); or

(iv) In the event that (a) the Depository shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two (2) months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described herein might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, then the Issuer shall notify the Holders of its determination and of the availability of Replacement Bonds to Holders. The Issuer, the Bond Registrar and the Depository shall cooperate in providing Replacement Bonds to Holders requesting the same and the registration, transfer and exchange of such Bonds shall thereafter be conducted as provided in Paragraph 4.04 of this resolution.

In the event of the designation of a Substitute Depository as authorized by this clause (e), the Bond Registrar, upon presentation of the Global Certificates, shall register their transfer to the Substitute Depository, and the Substitute Depository shall be treated as the Depository for all purposes and functions under this resolution. The Blanket Issuer Letter of Representations shall not apply to the Substitute Depository unless the Issuer and the Substitute Depository so agree, and the execution of a similar agreement is hereby authorized.

2.04 Redemption. (a) Optional Redemption. The Issuer may elect on February 1, 2024, and on any date thereafter, to prepay Bonds due on or after February 1, 2025, at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the Issuer shall determine the order of redemption of Bonds; and if only part of the Bonds having a common maturity date are called for prepayment, the Global Certificates to be prepaid may be prepaid in \$5,000 increments of principal and, if applicable, the specific Replacement Bonds to be prepaid shall be chosen by lot by the Bond Registrar as provided below. Bonds or portions thereof called for redemption shall be due and payable on the designated redemption date, and interest thereon shall cease to accrue from and after the redemption date.

(b) Mandatory Redemption. (1) The Bonds maturing in the year _____ shall be subject to mandatory redemption at a redemption price equal to the principal amount of the Bonds to be so redeemed plus interest accrued thereon to the date fixed for redemption, on February 1 in the years and principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
	\$

The procedures for such mandatory redemption shall be the same as specified in this Paragraph 2.04 for optional redemption.

In the event that any Bonds maturing in the year ____ are optionally redeemed pursuant to Paragraph 2.04(a) above and cancelled by the Bond Registrar and not reissued, the Bonds maturing in the year ____ so redeemed and cancelled may be applied by the Issuer as a credit against the Bonds to be mandatorily redeemed pursuant to this Paragraph 2.04(b), such credit to be equal to the principal amount of the Bonds maturing in the year ____ so optionally redeemed or cancelled. The Issuer may apply these Bonds so optionally redeemed and cancelled as a credit against the Bonds to be mandatorily redeemed pursuant to this Paragraph 2.04 only if it has notified the Bond Registrar not less than thirty-five (35) days prior to the applicable mandatory redemption date of its election to apply such Bonds as a credit and designating the redemption date to which it is to apply.

(2) The Bonds maturing in the year ____ shall be subject to mandatory redemption at a redemption price equal to the principal amount of the Bonds to be so redeemed plus interest accrued thereon to the date fixed for redemption, on February 1 in the years and principal amounts set forth below:

<u>Year</u>	<u>Amount</u>
	\$

The procedures for such mandatory redemption shall be the same as specified in this Paragraph 2.04 for optional redemption.

In the event that any Bonds maturing in the year ____ are optionally redeemed pursuant to Paragraph 2.04(a) above and cancelled by the Bond Registrar and not reissued, the Bonds maturing in the year ____ so redeemed and cancelled may be applied by the Issuer as a credit against the Bonds to be mandatorily redeemed pursuant to this Paragraph 2.04(b), such credit to be equal to the principal amount of the Bonds maturing in the year ____ so optionally redeemed or cancelled. The Issuer may apply these Bonds so optionally redeemed and cancelled as a credit against the Bonds to be mandatorily redeemed pursuant to this Paragraph 2.04 only if it has notified the Bond Registrar not less than thirty-five (35) days prior to the applicable mandatory redemption date of its election to apply such Bonds as a credit and designating the redemption date to which it is to apply.

(c) Redemption of Global Certificates. Upon a partial redemption in the aggregate principal amount of a Global Certificate which results in the stated amount thereof being reduced, the Holder may in its discretion make a notation of such redemption on the panel provided on the Global Certificate stating the amount so redeemed, or may return the

Global Certificate to the Bond Registrar in exchange for a new Global Certificate authenticated by the Bond Registrar, in proper principal amount. Such notation of redemption, if made by the Holder, shall be for reference only, and may not be relied upon by any other person as being in any way determinative of the principal amount of such Global Certificate outstanding, unless the Bond Registrar has signed the appropriate column of the panel.

(d) Redemption of Replacement Bonds. To effect a partial redemption of Replacement Bonds having a common maturity date, the Bond Registrar, prior to giving a notice of redemption, shall assign to each Replacement Bond having a common maturity date a distinctive number for each \$5,000 of the principal amount of such Replacement Bond. The Bond Registrar shall then select by lot from the numbers so assigned to such Replacement Bonds, using such method of selection as it shall deem proper in its discretion, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Replacement Bonds to be redeemed. The Replacement Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each such Replacement Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 of principal amount for each number assigned to it and so selected. If a Replacement Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or the Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and the Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of such Replacement Bond, without service charge, a new Replacement Bond or Bonds of the same series having the same stated maturity and interest rate and of any authorized denomination or denominations, as requested by such Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Replacement Bond so surrendered.

(e) Notice of Redemption of Global Certificates and Replacement Bonds. The Bond Registrar shall call Bonds for redemption and payment as herein provided upon receipt by the Bond Registrar of a request of the Issuer. The request shall be in written form. The request shall specify the principal amount of Bonds to be called for redemption, the redemption date and the redemption price.

Published notice of redemption shall in each case be given in accordance with law, and mailed notice of redemption shall be given to the paying agent and to each affected Holder. If and when the Issuer shall call any of the Bonds for redemption and payment prior to the stated maturity thereof, the Bond Registrar shall give written notice in the name of the Issuer of its intention to redeem and pay such Bonds at the office of the Bond Registrar. The Notice of Redemption shall be given by first class mail, postage prepaid, mailed not less than thirty (30) days prior to the redemption date, to each Holder of Bonds to be redeemed, at the address appearing in the records of the Bond Registrar. For the purpose of giving notice of

the redemption of Global Certificates, the Holder of the Global Certificates shall be the Depository or its nominee. In connection with any such notice, the "CUSIP" numbers assigned to the Bonds shall be used. All notices of redemption shall state:

- (i) the redemption date;
- (ii) the redemption price;
- (iii) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed;
- (iv) that on the redemption date, the redemption price will become due and payable upon each such Bond, and that interest thereon shall cease to accrue from and after said date; and
- (v) the place where such Bonds are to be surrendered for payment of the redemption price (which shall be the office of the Bond Registrar).

Section 3. Form of Bonds.

The Bonds to be issued hereunder shall be in the form of Global Certificates unless and until Replacement Bonds are made available as provided herein.

3.01 Global Certificates. The Global Certificates to be issued hereunder, together with the Bond Registrar's Certificate of Authentication, the Register of Partial Payments, the form of Assignment, and the registration information thereon, shall be in substantially the form set forth in EXHIBIT A hereto, which exhibit is incorporated herein by reference as though fully specified in this paragraph, and may be typewritten rather than printed.

3.02 Replacement Bonds. If the Issuer has notified Holders that Replacement Bonds have been made available as provided in Paragraph 2.03(e) of this resolution, then for every Bond thereafter transferred or exchanged (including an exchange to reflect the partial prepayment of a Global Certificate not previously exchanged for Replacement Bonds), the Bond Registrar shall deliver a bond in the form of a Replacement Bond rather than a Global Certificate, but the Holder of a Global Certificate shall not otherwise be required to exchange the Global Certificate for one or more Replacement Bonds since the Issuer recognizes that some Holders may prefer the convenience of the Depository's registered ownership of the Bonds even though the entire issue is no longer required to be in global book-entry form. The Replacement Bonds, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereto, shall be in substantially the form set forth in EXHIBIT B hereto, which exhibit is incorporated herein by reference as though fully specified in this paragraph.

Section 4. Execution; Delivery; Registration.

4.01 Appointment of Registrar. Bond Trust Services Corporation in Roseville, Minnesota, is appointed to act as the bond registrar and transfer agent (the "Bond Registrar") and shall do so until a successor Bond Registrar is duly appointed, all pursuant to a contract the Issuer and the Bond Registrar shall execute which is consistent herewith and which the chair and clerk are hereby authorized to execute and deliver. A successor Bond Registrar shall be a bank or trust company eligible for designation as bond registrar pursuant to Minnesota Statutes, Chapter 475. The terms of the appointment of the successor Bond Registrar and its duties shall be specified in a contract between the Issuer and such successor Bond Registrar that is consistent herewith and that the Chair and Clerk are hereby authorized to execute and deliver. The Bond Registrar, which may act through an agent, shall also serve as paying agent until and unless a successor paying agent is duly appointed. The Bond Registrar shall pay principal and interest on the Bonds to the registered Holders (or record Holder) of the Bonds in the manner set forth in the form of Global Certificate or Replacement Bond, as applicable, and Paragraph 4.06 of this resolution. The Issuer agrees to pay the reasonable and customary charges for the services of such Bond Registrar.

4.02 Execution of Bonds. The Bonds shall be executed on behalf of the Issuer by the manual signatures of the Chair and Clerk of the School Board; provided, however that both of such signatures may be printed facsimiles, in which event the Bonds shall also be executed manually by the authenticating agent as provided in Minnesota Statutes, Section 475.55. In the event of disability or resignation or other absence of either such officer, the Bonds may be signed by the manual or facsimile signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if that officer had remained in office until delivery. If the Issuer has adopted a corporate seal, it shall be omitted on the Bonds as permitted by law.

4.03 Authentication; Date of Registration. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless and until a Certificate of Authentication on such Bond, substantially in the form set forth in the form of Global Certificate or Replacement Bond, shall have been duly executed by the manual signature of an authorized representative of the Bond Registrar. Certificates of Authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate each Bond by execution of the Certificate of Authentication on the Bond and shall date each Bond in the space provided as of the date on which the Bond is registered. For purposes of delivering the original Bonds (Global Certificates) to the Purchaser, the Bond Registrar shall insert as the date of registration the date of original issue; and the executed Certificate of Authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

4.04 Transfer or Exchange. The Issuer will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged as herein provided.

A Global Certificate shall be registered in the name of the payee on the books of the Bond Registrar by presenting the Global Certificate for registration to the Bond Registrar, whose representative will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration on the Global Certificate. Thereafter a Global Certificate may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until a Global Certificate is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted thereon by the Bond Registrar, all subject to the terms and conditions provided in this resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the Issuer shall execute (if necessary), and the Bond Registrar shall authenticate, date (in the space designated Date of Registration) and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any authorized denomination or denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of "bearer" or similar designation.

When any Bond is presented to the Bond Registrar for transfer, the Bond Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Bond Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

At the option of the Holder of a Replacement Bond, Replacement Bonds may be exchanged for Replacement Bonds of any authorized denomination or denominations of a like aggregate principal amount and stated maturity, upon surrender of the Replacement Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Replacement Bonds are so surrendered for exchange, the Issuer shall execute (if necessary), and the Bond Registrar shall authenticate, date (in the space designated Date of Registration) and deliver the Replacement Bonds which the Holder making the exchange is entitled to receive. Global Certificates may not be exchanged for Global Certificates of smaller denominations.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the Issuer.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the Issuer evidencing the same debt, shall be entitled to the same benefits under this resolution as the Bonds surrendered for such exchange or transfer, and shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bonds.

Transfer of a Bond may be made on the Issuer's books by the registered owner in person or by the registered owner's attorney duly authorized in writing. Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the registered owner thereof, with signature guaranteed, or by the registered owner's attorney duly authorized in writing, and shall include written instructions as to the details of the transfer of the Bond.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost bonds.

Transfers shall also be subject to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates.

4.05 Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be lost, stolen or destroyed, the Bond Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond lost, stolen or destroyed, upon payment of the reasonable expenses and charges of the Bond Registrar in connection therewith; and, in the case of a Bond lost, stolen or destroyed, upon filing with the Registrar of evidence satisfactory to it that such Bond was lost, stolen or destroyed, and of the ownership thereof, and upon furnishing to the Bond Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the Issuer and the Bond Registrar shall be named as obligees. All Bonds so surrendered to the Bond Registrar shall be canceled by it and evidence of such cancellation shall be given to the District. If the mutilated, lost, stolen or destroyed Bond has already matured, it shall not be necessary to issue a new Bond prior to payment.

4.06 Interest Payments; Record Dates. Interest on any Global Certificate shall be paid as provided in the first paragraph thereof and interest on any Replacement Bond shall be

paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the Issuer maintained by the Bond Registrar and in each case at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The term "Holder" shall also include those lawfully entitled to take actions on behalf of the beneficial owners of the Bonds for purposes of any consent or approvals given by Holders.

If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

4.07 Persons Deemed Owners. The Issuer and the Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in Paragraph 4.06 above), on such Bond and for all other purposes whatsoever, whether or not such Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

For the purposes of all actions, consents and other matters affecting Holders of Bonds issued under this Resolution as from time to time supplemented, other than payments, redemptions, and purchases, the Issuer may (but shall not be obligated to) treat as the Holder of a Bond the beneficial owner of the Bond instead of the person in whose name the Bond is registered. For that purpose, the Issuer may ascertain the identity of the beneficial owner of the Bond by such means as the Bond Registrar in its sole discretion deems appropriate, including but not limited to a certificate from the Depository or other person in whose name the Bond is registered identifying such beneficial owner.

4.08 Delivery. The Bonds when so prepared and executed shall be delivered by the Treasurer of the Issuer to the Purchaser thereof upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

Section 5. Debt Redemption Fund and Tax Levies.

5.01 Debt Redemption Fund. The Bonds and the interest thereon shall be payable from the Debt Redemption Fund of the Issuer, which shall be maintained by the Treasurer separate and apart from all other funds of the Issuer so long as any Bonds issued hereunder may be outstanding and unpaid. Money in the Debt Redemption Fund shall be used for no purpose other than payment of principal and interest on obligations of the Issuer, including Bonds issued pursuant to this resolution. If any payment of principal or interest on the Bonds shall become due when there is not sufficient money in the Debt Redemption Fund to make such payment, the Treasurer shall pay the same from the General Fund of the Issuer, and the General Fund shall be reimbursed for such advances out of the proceeds of the taxes levied for the payment of such Bonds. The proceeds of all taxes levied pursuant to this resolution, \$_____ of premium received from the Purchaser of the Bonds, and all other moneys received for or appropriated to the payment of the Bonds and interest thereon shall be paid into the Debt Redemption Fund.

5.02 Pledge of Full Faith and Credit; Tax Levies. For the prompt and full payment of the principal of and interest on the Bonds as the same respectively become due, the full faith and credit and taxing powers of the Issuer shall be and are hereby irrevocably pledged. In order to provide the moneys for the payment thereof required by Minnesota Statutes, Sections 123B.59 and 475.61, there is hereby levied upon all of the taxable property in the Issuer a direct annual ad valorem tax which shall be spread upon the tax rolls, as a part of other general taxes of the Issuer, for collection in the years and in the amounts as specified on the levy computation sheet attached hereto as EXHIBIT D and incorporated herein by reference as though fully specified in this paragraph. The tax levies provided in this paragraph are such that, if collected in full they, together with estimated collections of other revenues pledged for the payment of the Bonds, will produce at least five percent (5%) in excess of the amounts needed to meet when due the principal and interest payments on the Bonds.

Said tax levies shall be irrevocable as long as any of said Bonds are outstanding and unpaid, provided that the Issuer reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61.

5.03 Investment Restrictions. No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued and (2) in addition to the above in an amount not greater than the lesser of five percent (5%) of the proceeds of the Bonds or \$100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Construction Fund or Debt Redemption Fund (or any other District account which will be used to pay principal or interest to become due on the Bonds payable therefrom) in excess of amounts which under then applicable federal arbitrage restrictions may be invested without regard to yield shall not

be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in those funds shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

5.04 Construction Fund. The proceeds of the bonds not appropriated to the Debt Redemption Fund as provided in Paragraph 5.01 shall be credited to the Issuer's Construction Fund and be used to pay costs incurred for projects and related financing costs included in the ten-year plan of the District approved by the Commissioner pursuant to Minnesota Statutes, Section 123B.59.

Section 6. Exemption from Rebate Requirements.

6.01 Declaration of Exemption. For purposes of compliance with the requirements of Section 148(f)(4)(D) of the Code relating to the exemption for certain small governmental units from the rebate requirements of the Code, the Board hereby determines and declares that:

- (a) the Issuer is a governmental unit with general taxing powers;
- (b) the Bonds are not "private activity bonds" as defined in Section 141 of the Code (Private Activity Bonds);
- (c) ninety-five percent of the net proceeds of the Bonds are to be used for the local government purposes of the Issuer; and
- (d) the aggregate face amount of all tax-exempt obligations (other than Private Activity Bonds) issued by the Issuer in calendar year 2015 is not reasonably expected to exceed \$15,000,000; and no more than \$5,000,000 of said tax-exempt obligations will be used to finance expenditures other than expenditures financing the construction of public school facilities.

Section 7. Certifications, Designations, Defeasance, Arbitrage, Reporting.

7.01 Filing of Resolution; County Auditor Certificate. The Clerk is hereby authorized and directed to file with the County Auditor of each county in which the Issuer is located in whole or in part a certified copy of this resolution, together with such other information as said County Auditor shall require, and to obtain from said County Auditor a certificate that the tax required by law for the payment of said Bonds has been levied, and that said Bonds have been entered upon the County Auditor's Bond Register.

7.02 Defeasance. When all of the Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution shall cease. The Issuer may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The Issuer may also discharge all Bonds of said issue at any time by irrevocably depositing in escrow with the Bond Registrar, for the purpose of paying all principal and interest due on such Bonds to maturity, or if prepayable, to an earlier date on which they may be called for redemption, a sum of cash or securities of the types described in Minnesota Statutes, Section 475.67, as amended, in such aggregate amount, bearing interest at such rates and maturing or callable at the Issuer's option on such dates as shall be required to provide funds sufficient for this purpose.

7.03 Designation as Qualified Tax-exempt Obligations. The Board finds that the reasonably anticipated amount of qualified tax-exempt obligations (other than private activity bonds) which will be issued by the Issuer during the calendar year 2015 will not exceed \$10,000,000. The Bonds of this issue are hereby designated as "Qualified Tax-exempt Obligations" for the purposes of Section 265 of the Code relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

7.04 Authentication of Transcript. The officers of the Issuer and each said County Auditor are hereby authorized and requested to prepare and furnish to the Purchaser of said Bonds, and to the attorneys approving legality of the issuance thereof, certified copies of all proceedings and records of the Issuer relating to said Bonds and to the financial condition and affairs of the Issuer, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of said Bonds as they appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the Issuer as to the facts recited therein.

7.05 Covenant to Continue Tax Exemption. The Issuer covenants and agrees with the Holders from time to time of the Bonds herein authorized, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest payable on the Bonds to become subject to taxation under the United States Internal Revenue Code, the regulations promulgated thereunder, or any other applicable federal tax law or regulation; and that it will take, or it will cause its officers, employees or agents to take, all affirmative actions within its powers which may be necessary to ensure that such interest will not become subject to taxation under the Internal Revenue Code. The term "Internal Revenue Code" or "Code" as used herein includes the Internal Revenue Code of 1986, as amended, and all regulations, amended regulations and proposed regulations issued thereunder, as now existing or as hereafter amended or proposed.

7.06 Arbitrage Certification. The Chair and School District Clerk, being the officers of the Issuer charged with the responsibility for issuing the Bonds pursuant to this resolution, are authorized and directed to execute and deliver to the Purchaser an arbitrage certification in order to satisfy the provisions of the Code and the regulations promulgated thereunder.

7.07 Official Statement. The Official Statement relating to the Bonds, on file with the Clerk and presented to this meeting, is hereby approved and deemed final, and the furnishing thereof to prospective purchasers of the Bonds is hereby ratified and confirmed, insofar as the same relates to the Bonds and the sale thereof.

7.08 Information Reporting. For purposes of compliance with the provisions of Section 149(e) of the Code, the Issuer shall submit to the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued, a statement concerning the Bond issue which meets the requirements of Section 149(e) (2).

7.09 Payment of Issuance Expenses. The District authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota, on the closing date for further distribution as directed by the District's financial advisor, Ehlers & Associates, Inc.

7.10 Continuing Disclosure. The Chair and the School District Clerk are authorized and directed to execute and deliver a Continuing Disclosure Certificate to assist the Participating Underwriters in complying with SEC Rule 15c2-12(b)(5) for full disclosure (The "Rule"). The Continuing Disclosure Certificate shall be entered into for the benefit of the Holders of the Bonds and shall constitute the written undertaking required by the Rule to provide or cause to be provided to the MSRB, in an electronic format through the use of the Electronic Municipal Market Access system ("EMMA"), the annual financial information specified therein and to give notice of the occurrence of the Listed Events specified therein, each in the manner specified therein, as required by the Rule. The provisions of the Continuing Disclosure Certificate are incorporated herein as though fully specified in this paragraph.

7.11 Nonbook-Entry Option. Notwithstanding any contrary provision of this resolution, if the option to allow the Bonds to be issued in a nonbook-entry format was included in the Terms of Proposal and if the Purchaser specified on the proposal form that the Bonds are not to be issued in global book-entry form, they shall then be issued in nonbook-entry format in registered form in the name of the Purchaser.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

EXHIBIT A

(FORM OF GLOBAL CERTIFICATE)

UNITED STATES OF AMERICA
STATE OF MINNESOTA
RAMSEY, WASHINGTON AND ANOKA COUNTIES
INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)

R- \$ _____

GENERAL OBLIGATION ALTERNATIVE FACILITIES BOND, SERIES 2015A

<u>INTEREST</u> <u>RATE</u>	<u>MATURITY</u> <u>DATE</u>	<u>DATE OF</u> <u>ORIGINAL ISSUE</u>	<u>CUSIP</u>
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JUNE 4, 2015

REGISTERED OWNER: CEDE & CO., AS NOMINEE OF THE DEPOSITORY TRUST
COMPANY, NEW YORK, NEW YORK

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS that Independent School District No. 624, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in White Bear Lake, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above or on the Certificate of Registration attached hereto, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above or, if this Bond is redeemable as stated below, on a date prior thereto on which it shall have been duly called for redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date") commencing February 1, 2016, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable by wire transfer (or other agreed means of payment) on each payment date no later than 12:00 noon (New York, New York time) upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation in Roseville, Minnesota (the "Bond Registrar"),

C-1

acting as paying agent, or any successor paying agent duly appointed by the Issuer; provided, however, that upon a partial redemption of this Bond which results in the stated amount hereof being reduced, the Holder may in its discretion be paid without presentation of this Bond, and may make a notation on the panel provided herein of such redemption, stating the amount so redeemed, or may return the Bond to the Bond Registrar in exchange for a new Bond in the proper principal amount. Such notation of redemption, if made by the Holder, shall be for reference only, and may not be relied upon by any other person as being in any way determinative of the principal amount of this Bond outstanding, unless the Bond Registrar has signed the appropriate column of the panel. Interest on this Bond will be paid on each Interest Payment Date (by 12:00 noon, New York, New York time) by wire transfer (or other agreed means of payment) to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America.

Date of Payment Not Business Day. If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

Optional Redemption. The Issuer may elect on February 1, 2024, and on any date thereafter, to prepay Bonds due on or after February 1, 2025, at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the Issuer shall determine the order of redemption of Bonds; and if only part of the Bonds having a common maturity date are called for prepayment, Bonds shall be prepaid in \$5,000 increments of principal. Bonds or portions thereof called for redemption shall be due and payable on the designated redemption date, and interest thereon shall cease to accrue from and after the redemption date.

Mandatory Redemption. The Bonds maturing in the year ____ shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price

equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below (subject to certain credits as provided in the Resolution):

<u>Year</u>	<u>Amount</u>
	\$

The Bonds maturing in the year ____ shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below (subject to certain credits as provided in the Resolution):

<u>Year</u>	<u>Amount</u>
	\$

Notice of Redemption. Published notice of redemption shall in each case be given in accordance with law, and mailed notice of redemption shall be given to the paying agent and to each affected Holder of the Bonds. For this purpose, the Depository shall be the "Holder" as to Bonds registered in the name of the Depository or its nominee. In the event any of the Bonds are called for redemption, written notice thereof will be given by first class mail, postage prepaid, mailed not less than thirty (30) days prior to the redemption date to each Holder of Bonds to be redeemed, at the address appearing in the records of the Bond Registrar. In connection with any such notice, the "CUSIP" numbers assigned to the Bonds shall be used.

Replacement or Notation of Bonds after Partial Redemption. Upon a partial redemption of this Bond which results in the stated amount hereof being reduced, the Holder may in its discretion make a notation on the panel provided herein of such redemption, stating the amount so redeemed. Such notation of redemption, if made by the Holder, shall be for reference only, and may not be relied upon by any other person as being in any way determinative of the principal amount of this Bond outstanding, unless the Bond Registrar has signed the appropriate column of the panel. Otherwise, the Holder may surrender this Bond to the Bond Registrar (with, if the Issuer or the Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and the Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of this Bond, without service charge, a new Bond of the same Issue having the same stated maturity and interest rate and of the authorized denomination in aggregate principal amount

equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

Issuance; Purpose. This Bond is one of an issue in the total aggregate principal amount of \$ _____. The Bonds are all of like date of original issue and tenor, except as to number, denomination, maturity, redemption privilege and interest rate. All are issued to finance the acquisition and betterment of projects included in the District's ten-year plan approved by the Commissioner of Education pursuant to Minnesota Statutes, Section 123B.59 and related financing costs, and all are issued pursuant to resolutions duly adopted by the School Board, and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling.

General Obligation. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Minnesota School District Credit Enhancement Program. The Issuer has covenanted and obligated itself to be bound by the provisions of Minnesota Statutes, Section 126C.55 and to use the provisions of that statute to guarantee the payment of the principal and interest on the Bonds when due.

Denominations; Exchange; Resolution. The Bonds are issuable originally only as Global Certificates in the denomination of the entire principal amount of the issue maturing on a single date. Global Certificates are not exchangeable for fully registered Bonds of smaller denominations except in the event of a partial redemption as above provided or in exchange for Replacement Bonds if then available. Replacement Bonds, if made available as provided below, are issuable solely as fully registered Bonds in the denomination of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered Bonds of other denominations in equal aggregate principal amounts and in authorized denominations at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Replacement Bonds. Replacement Bonds may be issued by the Issuer in the event that (a) The Depository Trust Company ("DTC") of New York, New York (the "Depository") shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two (2) months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described in the Resolution might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interest of the beneficial owners of the

Bonds that they be able to obtain certificated Bonds. The Issuer shall notify the Holders of its determination and of the availability of Replacement Bonds to Holders.

Transfer. This Bond shall be registered in the name of the payee on the books of the Issuer by presenting this Bond for registration to the Bond Registrar, whose representative will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration attached hereto. Thereafter this Bond may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until this Bond is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted hereon by the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar.

Fees Upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owner. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Authentication. This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar by the manual signature of one of its authorized representatives.

Qualified Tax-Exempt Obligations. The Bonds of this issue have been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as required by law, and this Bond, together with all other debts of the Issuer outstanding on the

C-6

date of original issue hereof and the date of its actual original issuance and delivery, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the facsimile signatures of the Chair and Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law.

Date of Registration:

June 4, 2015

BOND REGISTRAR'S
CERTIFICATE OF
AUTHENTICATION
This Bond is one of
the Bonds described

in the within mentioned
Resolution.

Registrable by:

BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

Payable at:

BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

INDEPENDENT SCHOOL DISTRICT NO.
624
WHITE BEAR LAKE AREA SCHOOLS
WHITE BEAR LAKE, MINNESOTA

BOND TRUST SERVICES CORPORATION
Bond Registrar

/s/ (Facsimile)
Chair

By _____
Authorized Signature

/s/ (Facsimile)
Clerk

CERTIFICATE OF REGISTRATION

The transfer of ownership of the principal amount of the attached Bond may be made only by the registered owner or the registered owner's legal representative last noted below.

[illegible]

REGISTER OF PARTIAL PAYMENTS

The principal amount of the attached Bond has been prepaid on the dates and in the amounts noted below:

<u>Date</u>	<u>Amount</u>	<u>Signature of Bondholder</u>	<u>Signature of Bond Registrar</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If a notation is made on this register, such notation has the effect stated in the attached Bond. Partial payments do not require the presentation of the attached Bond to the Bond Registrar, and a Holder could fail to note the partial payment here.

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

TEN COM	-	as tenants in common
TEN ENT	-	as tenants by the entireties
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common
UTMA	-	_____ CUSTODIAN _____ (Cust) (Minor)
		Under Uniform Transfers to Minors Act
		_____ (State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated _____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

(Include information for all joint owners if
the Bond is held by joint account.)

Please insert Social Security or
other Tax Identification Number
of Transferee.

EXHIBIT B

(FORM OF REPLACEMENT BOND)

UNITED STATES OF AMERICA
STATE OF MINNESOTA
RAMSEY, WASHINGTON AND ANOKA COUNTIES
INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)

R- \$ _____

GENERAL OBLIGATION ALTERNATIVE FACILITIES BOND, SERIES 2015A

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
		JUNE 4, 2015	

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS that Independent School District No. 624, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in White Bear Lake, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above or, if this Bond is redeemable as stated below, on a date prior thereto on which it shall have been duly called for redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date") commencing February 1, 2016, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation in Roseville, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the

Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten days prior thereto. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America.

REFERENCE IS HEREBY MADE TO THE FURTHER PROVISIONS OF THIS BOND SET FORTH ON THE REVERSE SIDE HEREOF, WHICH PROVISIONS SHALL FOR ALL PURPOSES HAVE THE SAME EFFECT AS IF SET FORTH HERE.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security until the Certificate of Authentication hereon shall have been executed by the Bond Registrar by the manual signature of one of its authorized representatives.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as required by law, and this Bond, together with all other debts of the Issuer outstanding on the date of original issuance and delivery, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the facsimile signatures of the Chair and the Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law.

Date of Registration:

BOND REGISTRAR'S
CERTIFICATE OF
AUTHENTICATION

This Bond is one of
the Bonds described
in the within mentioned
Resolution.

Registrable by:

BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

Payable at:

BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
WHITE BEAR LAKE, MINNESOTA

BOND TRUST SERVICES CORPORATION
Bond Registrar

/s/ (Facsimile)

Chair

By _____
Authorized Signature

/s/ (Facsimile)

Clerk

ON REVERSE OF BOND

Issuance; Purpose. This Bond is one of an issue in the total aggregate principal amount of \$_____. The Bonds are all of like date of original issue and tenor, except as to number, denomination, maturity, redemption privilege and interest rate. All are issued to finance the acquisition and betterment of projects included in the District's ten-year plan approved by the Commissioner of Education pursuant to Minnesota Statutes, Section 123B.59 and related financing costs, and all are issued pursuant to resolutions duly adopted by the School Board, and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling.

General Obligation. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Minnesota School District Credit Enhancement Program. The Issuer has covenanted and obligated itself to be bound by the provisions of Minnesota Statutes, Section 126C.55 and to use the provisions of that statute to guarantee the payment of the principal and interest on the Bonds when due.

Date of Payment Not Business Day. If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

Optional Redemption. The Issuer may elect on February 1, 2024, and on any date thereafter, to prepay Bonds due on or after February 1, 2025, at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the Issuer shall determine the order of redemption of Bonds; and if only part of the Bonds having a common maturity date are called for prepayment, Bonds shall be prepaid in \$5,000 increments of principal. Bonds or portions thereof called for redemption shall be due and payable on the designated redemption date, and interest thereon shall cease to accrue from and after the redemption date. Published notice of redemption shall, in each case, be given in accordance with law, and mailed notice of redemption shall be given to the paying agent and to each Registered Holder of the Bonds.

To effect a partial redemption of the Bonds having a common maturity date, the Bond Registrar, prior to giving a notice of redemption, shall assign to each Bond having a common

C-16

maturity date a distinctive number for each \$5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot from the numbers so assigned to such Bonds, using such method of selection as it shall deem proper in its discretion, as many numbers as, at \$5,000 for each number, shall equal the principal amount of such Bonds to be redeemed.

The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each such Bond of a denomination of more than \$5,000 shall be redeemed as shall equal \$5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or the Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and the Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute and the Bond Registrar shall authenticate and deliver to the Holder of such Bond, without service charge, a new Bond or Bonds of the same series having the same stated maturity and interest rate and of any authorized denomination or denominations, as requested by such Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

Mandatory Redemption. The Bonds maturing in the year ____ shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below (subject to certain credits as provided in the Resolution):

<u>Year</u>	<u>Amount</u>
	\$

The Bonds maturing in the year ____ shall be subject to mandatory redemption, pursuant to the procedures specified herein and at a redemption price equal to the principal amount of the Bonds so redeemed plus interest accrued on the principal amount to be redeemed to the date fixed for mandatory redemption, on February 1 in the years and in the principal amounts set forth below (subject to certain credits as provided in the Resolution):

<u>Year</u>	<u>Amount</u>
	\$

Qualified Tax-Exempt Obligations. The Bonds of this issue have been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

Denominations; Exchange; Resolution. The Bonds are issuable solely as fully registered Bonds in the denomination of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered bonds of other denominations in equal aggregate principal amounts and in authorized denominations at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Transfer. This Bond is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an authorized denomination, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity, and bearing interest at the same rate.

Fees Upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owner. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

TEN COM	-	as tenants in common
TEN ENT	-	as tenants by the entirety
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common
UTMA	-	_____ CUSTODIAN _____ (Cust) (Minor)

Under Uniform Transfers to Minors Act

(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated _____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

(Include information for all joint owners if the Bond is held by joint account.)

Please insert Social Security or other Tax Identification Number of Transferee.

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C-20

EXHIBIT C

The Depository Trust Company

BLANKET ISSUER LETTER OF REPRESENTATIONS

EXHIBIT D
LEVY COMPUTATION SHEET

<u>Levy Year</u>	<u>Collection Year</u>	<u>Amount</u>
2015	2016	\$
2016	2017	
2017	2018	
2018	2019	
2019	2020	
2020	2021	
2021	2022	
2022	2023	
2023	2024	
2024	2025	

AGENDA ITEM: **Policy 497, Nepotism**
MEETING DATE: **May 11, 2015**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Linda Goers, Director of Human Resources**

BACKGROUND:

School Board Policy 497, Nepotism, has been reviewed by the Policy Committee and the administration, had a first reading in April and is being presented for a second reading.

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the career development, work assignments or work direction, performance reviews, or compensation of a family member who is also employed by White Bear Lake Area Schools.

RECOMMENDATION:

To approve School Board Policy 497, Nepotism, as recommended by the Policy Committee and administration.

497 NEPOTISM

I. PURPOSE

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the career development, work assignments or work direction, performance reviews, or compensation of a family member who is also employed by White Bear Lake Area Schools.

II. GENERAL STATEMENT OF POLICY

- A. The District may employ family members of current employees. To be hired, transferred or promoted, close family members may *not*:
 - 1. Be assigned to positions where one can ~~influence~~ **directly impact** the employment conditions or career of the other. This includes decisions involving hiring, termination, compensation, performance evaluation, discipline, promotional opportunities and work assignments; or
 - 2. Be assigned to positions where one reports to, directs the work of, or otherwise has direct ~~or indirect~~ supervision of another close family member.
- B. This policy shall apply to appointment of temporary and summer help, as well as contract employees (**except as indicated in Article V**).
- C. This policy shall be interpreted and applied consistently with mandates of federal and state equal employment opportunity and discrimination laws.

III. DEFINITIONS

- A. “Close Family Member.” A close family member ~~is a~~ includes: parent ~~or guardian~~, spouse, child, sibling, grandmother, grandfather, grandchild, ~~niece, nephew, aunt, uncle, first cousin~~, all step-relatives including ~~stepchild~~, step-mother, step-father, step-sister and step brother, ~~in-law relationships including father and mother-in-law, daughter and son-in-law, brother and sister-in-law, domestic partner or a member of the employee’s household.~~
- B. “Direct or Indirect Supervision.” ~~Direct or indirect supervision means within a chain of command such that an employee’s work responsibilities, salary, career progress or other terms and conditions of employment could be influenced by a close family member.~~

“Direct” supervision means the authority to make, participate in, or recommend employment and/or compensation-related decisions involving a close family member, including, but not limited to, decision concerning hiring, promotion,

transfer, discipline, termination, salary, evaluation, grievance resolution, or other similar personnel actions.

IV. **ADDRESSING EXISTING CONFLICTS AND CHANGES IN RELATIONSHIP BETWEEN EMPLOYEES**

- A. The Department of Human Resources will be responsible for implementing the provisions of this policy based upon the information furnished by applicants and employees.
- B. Any School District employee involved in a direct or indirect supervision relationship with a close family member that existed prior to the original approval date of this policy or that arises after the adoption of this policy shall promptly notify the Director of Human Resources of such relationship.
- C. Applicant/employee is responsible and accountable for providing accurate and complete information regarding the identity of his/her "close family members" on disclosure forms/statements, including, but not limited to, those required for employment, assignment, transfer, or promotion.
- D. Employees witnessing nepotism under this policy shall report such activity to the Director of Human Resources. No employee may be subject to reprimand or disciplinary action for good faith reports under this policy.
- E. The District reserves the right to modify the employment relationship by whatever means necessary.

V. **SPECIAL PROVISIONS**

- A. The District reserves the right to review the application of this policy in individual cases that ~~involve minor children who~~ are in temporary positions, e.g. refereeing of youth sports or other community service type activities, providing that the selection and hiring ~~of the student~~ is done in accordance with our human resources protocols and under the oversight of the Director of Human Resources.

VI. **COMPLIANCE WITH EQUAL OPPORTUNITY AND DISCRIMINATION LAWS**

- A. Nothing in this policy shall be construed as discouraging the employment of close family members of **current employees** for positions that do not involve direct ~~or indirect supervision by a close family member.~~

Legal References: Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
42 U.S.C., Section 2000c et seq.(Title VII. of the Civil Rights Act)

AGENDA ITEM: **Policy 802, Disposition of Obsolete Equipment and Material**

MEETING DATE: **May 11, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 802, Disposition of Obsolete Equipment and Material, has been reviewed by the Policy Committee and the administration, had a first reading in April, and is being presented for a second reading. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

RECOMMENDATION:

To approve School Board Policy 802, Disposition of Obsolete Equipment and Material, as recommended by the Policy Committee and administration.

Adopted: August 18, 1997

Revised: August 27, 2001

Revised: March 9, 2009

Revised: _____

*White Bear Lake Area
School District #624 Policy 802*

802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

- A. “Contract” means an agreement entered into by the school district for the sale of supplies, materials or equipment.
- B. “Official newspaper” is a regular issue of the district designated legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent, or his/her designee, shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials and equipment deemed to have little or no value.

B. Contracts over ~~\$50,000~~100,000:

1. If the value of the equipment or materials is estimated to exceed ~~\$50,000~~100,000, sealed bids shall be solicited by two weeks’ published notice in the district’s official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.

2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
3. A record shall be kept of all bids, with names of bidders and amounts of bids, and ~~an indication of the~~ ~~with the~~ successful bid ~~indicated thereon~~. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the lowest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not go below the original bid. If no satisfactory bid is received, the board may re-advertise.
5. All bids obtained shall be kept on file for a period of at least one year after receipt ~~thereof~~. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until re-solicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From ~~\$10,000 to \$50,000~~ \$25,000 to \$100,000

If the amount of the sale is estimated to be at least ~~\$10,000~~ ~~\$25,000~~ but not to exceed ~~\$50,000~~ ~~\$100,000~~, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise

complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts less than \$25,000 than \$10,000

If the amount of the sale is estimated to be less than \$25,000 than \$10,000, the contract may be made either upon quotation or in the open market in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction, or by the quotation procedures specified above. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district in any 12-month period at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment by conveying the property and title to:

1. another school district;
2. the State Department of Corrections;
3. the Board of Trustees of Minnesota State Colleges and Universities; or
4. the family of a student residing in the district whose total family income meets the federal definition of poverty.

All private or otherwise confidential data shall be removed from any computer or related equipment prior to conveying the property and title.

Legal References: Minn. Stat. § 13.591 (Business Data)
Minn. Stat. §15.054 (Public Employees Not to Purchase Merchandise From Governmental Agencies; Exceptions; Penalties)
Minn. Stat. §123B.29 (Sale of School Building at Auction)
Minn. Stat. § 123B.52 (Contracts) Minn. Stat. §471.345 (Uniform Municipal Contracting Law)
Minn. Stat. §645.11 (Published Notice)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin “F” (School District Contract and Bidding Procedures)