

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

June 8, 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: June 1, 2015

A Student Recognition will be held on **Monday, June 8, 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, June 8, 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

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. Partnership with Century College
2. Superintendent's Report

D. DISCUSSION ITEMS

1. School Board Meeting Dates for 2015-16
2. Presentation on Proposed Budget for 2015-16

E. OPERATIONAL ITEMS

1. Action on Budget for 2015-16
2. Action on Property and Casualty Insurance for 2015-16
3. Action on Workers Compensation Insurance for 2015-16
4. Action on Approval of Bid – Otter Lake Elementary Masonry Repairs
5. Action on School Board Policies
 - a. Policy 506, Student Discipline
 - b. Policy 509, Enrollment of Nonresident Students
 - c. Policy 510, Student Activities
 - d. Policy 526, Hazing Prohibition

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **June 8, 2015**
SUGGESTED DISPOSITION: **Action 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: **June 8, 2015**
SUGGESTED DISPOSITION: **Action Item**
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, May 11, 2015 at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:16 p.m.
2. Roll Call – Present: Chapman, Kimball, Mullin, Newberg, Storey, Swansonl. Absent: Hiniker.
Ex-Officio: Michael J. Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp
Student School Board Representative: Estefany Crispin
3. Pledge of Allegiance
4. Swanson motioned and Mullin seconded to approve the agenda as presented. ***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 April 13, 2015 and work study session of April 27, 2015;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of field trip request;
 - Passage of resolution to approve personnel issues to include:
 - **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

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

B. PUBLIC FORUM – Dr. Michael McKenzie, President of the White Bear Lake Area Teachers' Association, spoke with regard his concerns as to the district's budget.

C. INFORMATION ITEMS

1. Recognize Student Liaisons to the School Board – The school board recognized 12th grade students, Estefany Crispin and Kelly Lee, for their outstanding role as the 2014-15 Student Representatives to the School Board.
2. Recognition of Staff Member – Director of Finance and Operations, Wayne Kazmierczak, recognized bus driver, Evy Brainard, for being a runner up in the 2015 Special Education School Bus Drivers and Transportation Assistants Award.
3. Update on Evaluation of the 1:1 Initiative in 2014-15 and Plans for 2015-16 – Director of Technology, Mark Garrison, Sunrise Park Middle School Principal, Dr. Robert McDowell, and four 8th grade middle school students, presented an update on the successful implementation of the district's 1:1 technology initiative, plans to expand the initiative in the fall of 2015, professional development, infrastructure upgrades, and student perspectives on using technology to work creatively, collaboratively, use critical thinking skills and expand communication with teachers and peers.
4. Superintendent's Report
 - Prior to tonight's school board meeting, students, along with their educators and coaches, were recognized by the board for state- and national-level honors in the following areas: State Geography Bee, Athena Award winner, Technical Programs national competition, National Art Honors, History Day students, Archery and Unified Bears basketball team.
 - Graduation events will take place for 2015 graduates in all district programs in June
 - Upcoming innovation open houses
 - Community-focused renovation celebration open houses for Willow Lane Elementary (May 26) and Lakeaires Elementary (May 28)

- Teacher of the Year event – Pamela Johnstone, 5th grade teacher at Lincoln Elementary
- Excellence Event – students in the top 10 percent of the class of 2015 were honored, along with their chosen educator to share the honor, earlier in May
- Student Representative, Estefany Crispin, reported that South Campus awards night and junior/senior day coming up later in May

D. INFORMATION 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

These policies will be on the June 8 school board agenda for action.

E. OPERATIONAL ITEMS

1. Action on Sale of Alternative Facilities Bonds – Following a presentation by representatives of Ehlers and Associates, Mullin motioned and Kimball seconded 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. **Roll call vote: ayes, Chapman, Kimball, Mullin, Newberg, Storey, Swanson. Nays, none. Motion carried.**
2. Action on School Board Policies – Storey motioned and Swanson seconded to approve Policy 497 – Nepotism, and Policy 802 – Disposition of Obsolete Equipment and Material. **Roll call vote: ayes, Chapman, Kimball, Mullin, Newberg, Storey, Swanson. Nays, none. Motion carried.**

F. BOARD FORUM – Kimball thanked staff for making it a great year for the district's students, and he recognized retiring staff and thanked them for their years of service to the district.

G. ADJOURNMENT – Chapman motion and Newberg seconded to adjourn the meeting at 8:00 p.m. **Voice vote: all ayes. Motion carried.**

Submitted by: Lori Swanson, Clerk

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

A work-study session of the White Bear Lake Area School Board was held on Monday, **May 18, 2015** at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

PROCEDURAL ITEMS

Call To Order – Newberg called the meeting to order at 5:30 p.m.
Roll Call – Present: Chapman, Mullin, Newberg, Storey, Swanson.
Absent: Hiniker, Kimball
Ex-Officio: Lovett
Cabinet: Daniels, Garrison, Kazmierczak, Paul, Vette, Wehrkamp

DISCUSSION ITEMS

1. Update on School Board/Superintendent Goals
 - a. Report on Early Childhood Review Summary – Nancy Melquist (Early Childhood Supervisor) and Danielle Mickelson (Early Childhood Special Education Supervisor), presented a summary on the district’s preschool and early childhood programs, including enrollment data at all four sites, program design, student growth data and assessment of family needs. Recommendations for next steps include the importance of measuring kindergarten readiness, collaboratively working with elementary staff, facility study and long-term program planning. Complete information on the presentation can be found on the district’s website.
 - b. Quarterly Budget Update and Preliminary Presentation on Budget for 2015-16 – Kazmierczak and Vaske provided an update on the draft preliminary budget for FY 2016, and projected budgets for FY 2017 – 2019. Complete information on the presentation can be found on the district’s website.
 - c. Report on Preliminary Recommendation for Targeted Services for 2015-16 School Year – Paul, Wehrkamp, John Leininger (Principal, Matoska International IB World School), Jason Healy (Principal, Hugo Elementary), Terry Dahlem (Principal, Oneka Elementary), and Christina Thayer-Marmitt (Extended Day Program Coordinator) provided a summary of the district’s K-5 targeted services after school programming through Community Services and in conjunction with the district’s partnership with the YMCA. Complete information on the presentation can be found on the district’s website.
 - d. Update on Communications and Marketing Plan – Vette provided an update on year four in the implementation of the district’s communications and marketing plan. Complete information on the presentation can be found on the district’s website.

ADJOURNMENT – Chapman motioned and Newberg seconded to adjourn the meeting at 7:37 p.m.

Submitted by: Lori Swanson, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **June 8, 2015**

SUGGESTED DISPOSITION: **Action Item**

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 - May

	5/15/2015	5/29/2015
Direct Deposit 413856-415272	1,588,562.30	
U.S. Treasury (FICA, Medicare, withholding)	605,354.11	
MN State Income Tax	92,294.04	
PERA	99,102.30	
TRA	290,858.18	
ING	4,582.84	
American Funds	73,475.92	
White Bear Lake Teacher's Association	36,251.45	
MN State Levies	2,710.63	
Direct Deposit 415273-416683		1,601,475.24
U.S. Treasury (FICA, Medicare, withholding)		610,775.71
MN State Income Tax		93,204.24
PERA		98,730.66
TRA		293,457.60
ING		4,582.84
American Funds		73,246.24
AIG		6,517.09
ESI		26,335.98
White Bear Lake Teacher's Association		36,036.71
MN State Levies		2,556.64

Check Nbr	Vendor Name	Check Date	Check Amount
61763	AIG	05/11/2015	6,517.09
61764	AMERICAN UNITED LIFE	05/11/2015	62,276.57
61765	AMERICAN UNITED LIFE	05/11/2015	5,250.00
61766	AMERIPRISE FINANCIAL SERVICES	05/11/2015	12,716.08
61767	AXA EQUITABLE	05/11/2015	35,406.12
61768	EDUCATION MN ESI BILLING TRUST	05/11/2015	26,391.74
61769	FOLLETT SCHOOL SOLUTIONS INC	05/11/2015	826.18
61770	GREAT LAKES HIGHER EDUC GUARAN	05/11/2015	296.87
61771	GURSTEL CHARGO ATTORNEYS AT LA	05/11/2015	277.00
61772	IUOE LOCAL 70	05/11/2015	2,092.16
61773	JAYTECH INC	05/11/2015	137.00
61774	MESSERLI & KRAMER PA	05/11/2015	541.00
61775	METROPOLITAN LIFE	05/11/2015	3,009.35
61776	PADELFORD PACKET BOAT CO	05/11/2015	116.09
61777	RAUSCH, STURM, ISRAEL,	05/11/2015	163.00
61778	ROOF SPEC INC	05/11/2015	1,700.00
61779	SAM'S CLUB/SYNCHRONY BANK	05/11/2015	1,612.93
61780	SAM'S CLUB/SYNCHRONY BANK	05/11/2015	924.77
61781	SCHOOL SERVICE EMPLOYEES	05/11/2015	5,940.85
61782	TRUSTED EMPLOYEES	05/11/2015	2,232.43
61783	Vendor Continued Check	05/11/2015	0.00
61784	U.S. ENERGY SERVICES INC	05/11/2015	197,030.74
61785	US DEPT OF EDUCATION	05/11/2015	423.50
61786	VANGUARD SMALL BUSINESS SERVIC	05/11/2015	26,497.32
61787	WBLA EDUCATIONAL FOUNDATION	05/11/2015	856.29
61788	WORLD BOOK INC	05/11/2015	68.00
26	Computer	Check(s) For a Total of	393,303.08

Check Nbr	Vendor Name	Check Date	Check Amount
61551	FOLLETT SCHOOL SOLUTIONS INC	05/08/2015	1,348.90
1	Void	Check(s) For a Total of	1,348.90

	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
	26	Computer	Checks For a Total of	393,303.08
Total For	26	Manual, Wire Tran, ACH & Computer Checks		393,303.08
Less	1	Voided	Checks For a Total of	1,348.90
		Net Amount		391,954.18

Check Nbr	Vendor Name	Check Date	Check Amount
141501361	ACCIARI, NICOLE E	05/12/2015	39.96
141501362	ADAMS, LINDA J	05/12/2015	39.98
141501363	ALVAREZ, KIRSTIN A	05/12/2015	53.34
141501364	ANDERSON, CHRISTINE E	05/12/2015	330.77
141501365	ANDERSON, MELISSA KAY	05/12/2015	99.19
141501366	BARNES, JOHN D	05/12/2015	44.99
141501367	BEGE, JEFFREY T	05/12/2015	190.45
141501368	BOOTH, KARLA J	05/12/2015	125.96
141501369	CHRISTENSEN, JOSEPH C	05/12/2015	163.16
141501370	CRAIGAN, JENNIFER M	05/12/2015	33.10
141501371	CROCK, STEPHANIE L	05/12/2015	153.54
141501372	CRONK, ELIZABETH J	05/12/2015	911.00
141501373	DERBY, SARA A	05/12/2015	148.72
141501374	DORNER, JULIE A	05/12/2015	42.01
141501375	DOTTE, BRENDA L	05/12/2015	180.00
141501376	DUNNIGAN, COLLEEN	05/12/2015	70.38
141501377	DYMIT, MARIE S	05/12/2015	93.15
141501378	EDBERG, REBECCA J	05/12/2015	209.42
141501379	ELINGER, ROXANNE JOY	05/12/2015	180.00
141501380	ELLEFSSEN, JULEE T	05/12/2015	60.38
141501381	ENGBLOM, NICHOLE M	05/12/2015	5.46
141501382	ENGSTRAN, PAUL A	05/12/2015	40.00
141501383	FINK, AVIS A	05/12/2015	264.53
141501384	FITZPATRICK, ANNE-DENISE	05/12/2015	31.15
141501385	GARRISON, MARK S	05/12/2015	260.00
141501386	GEFRE, DEBRA L	05/12/2015	62.38
141501387	GRAVLEY, STEPHEN ALAN	05/12/2015	25.98
141501388	HAMILTON, CONSTANCE M	05/12/2015	244.74
141501389	HANZAL, DAVID C	05/12/2015	225.46
141501390	INDLECOFFER, TRACI D	05/12/2015	26.87
141501391	JOHNSON, CORTNEY K	05/12/2015	154.75
141501392	JOHNSON, ELLY L	05/12/2015	53.53
141501393	JOHNSON, SADIE R	05/12/2015	121.44
141501394	KAY, CAROLYN MARIE	05/12/2015	39.29
141501395	KELLEY, DEBRA K	05/12/2015	130.00
141501396	KENTFIELD, KELLY S	05/12/2015	44.86
141501397	KOPPE, JON G	05/12/2015	45.00
141501398	KRAMLINGER, TRACEY A	05/12/2015	92.00
141501399	KUPFERSCHMIDT, ROBERT B	05/12/2015	195.00
141501400	LAFRINIER, JENNIFER A	05/12/2015	55.89
141501401	LAMWERS, LINDSAY M	05/12/2015	160.81
141501402	LARSON, BOBBIE JEAN	05/12/2015	99.00
141501403	LAU, LAI F	05/12/2015	450.00
141501404	LEONARD, RITA M	05/12/2015	77.78
141501405	LUND, BARBARA A	05/12/2015	30.00
141501406	MARSH, KATHERINE M	05/12/2015	202.09
141501407	MARTIN, SARA E	05/12/2015	350.72
141501408	MASON, NICHOLAS D	05/12/2015	80.00
141501409	MATTICE, JULIE A	05/12/2015	161.71
141501410	MCDOWELL, ROBERT C	05/12/2015	34.99

Check Nbr	Vendor Name	Check Date	Check Amount
141501411	MELQUIST, NANCY J	05/12/2015	141.06
141501412	MERSCH, NICOLE ANN	05/12/2015	55.49
141501413	MEUWISSEN, PAUL WILLIAM	05/12/2015	28.21
141501414	MOREHEAD, NAOMI R	05/12/2015	20.00
141501415	MOWERY, TRACY L	05/12/2015	59.96
141501416	MUNDELL, GERALD K	05/12/2015	455.10
141501417	NGUYEN, HUY K	05/12/2015	911.00
141501418	NORTON, EMILY L	05/12/2015	218.48
141501419	OYEN, JENNIFER M	05/12/2015	52.67
141501420	PEARSON, JILL M	05/12/2015	395.81
141501421	PIERRE, CHRISTINA K	05/12/2015	54.99
141501422	POKORNY, MARY J	05/12/2015	233.85
141501423	RASMUSSEN, JEAN H	05/12/2015	75.00
141501424	RAUNER, PAMELA J	05/12/2015	37.95
141501425	RICHARDSON, SUSAN	05/12/2015	195.00
141501426	RIEBOW, MATTHEW R	05/12/2015	195.00
141501427	RITTENHOUSE, PAULA M	05/12/2015	56.50
141501428	ROBERTS, NIKOLE K	05/12/2015	87.40
141501429	ROESER, DANIEL WILLIAM	05/12/2015	186.32
141501430	RYAN, DENISE M	05/12/2015	284.91
141501431	SAMUELSON, RICHARD T	05/12/2015	179.36
141501432	SCHAULS-DANGERFIELD, MAURISA M	05/12/2015	101.16
141501433	SCHULTE, ALETA A	05/12/2015	224.16
141501434	SIMSHAUSER, KIMBERLY P	05/12/2015	494.50
141501435	SKOGEN, MATTHEW K	05/12/2015	117.17
141501436	SMITH, ALLISON K	05/12/2015	36.23
141501437	STEADLAND, KEITH DAVID	05/12/2015	205.02
141501438	STEINER, HEATHER ANN	05/12/2015	99.95
141501439	STIRLING, CONNIE B	05/12/2015	72.45
141501440	STUCYNSKI, JILL L	05/12/2015	37.99
141501441	STUEMKE, CHARLES R	05/12/2015	60.00
141501442	TATE, JO E	05/12/2015	154.68
141501443	TOUSSAINT, JANEL PHYLLIS	05/12/2015	155.25
141501444	TREICHEL, SHANNON B	05/12/2015	253.64
141501445	TROSKE, CARRIE L	05/12/2015	82.23
141501446	VAIL, ANNE B	05/12/2015	137.28
141501447	VAUGHN, DEBRA JEAN	05/12/2015	43.00
141501448	WALKER, DEBRA R	05/12/2015	45.71
141501449	WILHELMY, MARIE F	05/12/2015	629.40
141501450	WODICKA, JULIE A	05/12/2015	36.80
141501451	YOUNGBAUER, CAROLYN K	05/12/2015	56.93

91 ACH Check(s) For a Total of 13,902.54

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	91	ACH	Checks For a Total of	13,902.54
	0	Computer	Checks For a Total of	0.00
Total For	91	Manual, Wire Tran, ACH & Computer Checks		13,902.54
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		13,902.54

Check Nbr	Vendor Name	Check Date	Check Amount
61789	AARP DRIVER SAFETY PROGRAM	05/14/2015	540.00
61790	AARP DRIVER SAFETY PROGRAM	05/14/2015	505.00
61791	ABBOTT PAINT & CARPET INC	05/14/2015	169.39
61792	ABDO SPOTLIGHT MAGIC WAGON	05/14/2015	131.67
61793	ADRENALINE FUNDRAISING	05/14/2015	625.00
61794	AGROPUR INC	05/14/2015	29,210.74
61795	AMAZON	05/14/2015	648.84
61796	AMAZON	05/14/2015	336.81
61797	AMAZON	05/14/2015	1,105.78
61798	AMERIPRIDE SERVICES	05/14/2015	893.14
61799	ANDERSON, PETER MICHAEL	05/14/2015	87.50
61800	ANDERSON'S	05/14/2015	649.71
61801	ANGELLIS, DEEDRA K	05/14/2015	811.00
61802	ANOKA COUNTY ELECTIONS	05/14/2015	190.10
61803	ANOKA COUNTY PARKS & RECREATIO	05/14/2015	65.00
61804	APPLE COMPUTER INC	05/14/2015	2,812.99
61805	APPLIED ENVIRONMENTAL SCI INC	05/14/2015	7,199.30
61806	ARCH LANGUAGE NETWORK	05/14/2015	400.00
61807	AVENUE SHIRT WORKS	05/14/2015	570.00
61808	AWARDSONE.COM	05/14/2015	3,088.59
61809	BARTHOLD	05/14/2015	1,513.60
61810	BASNIGHT, BRYAN	05/14/2015	244.00
61811	BEAR PATCH QUILTING CO	05/14/2015	120.46
61812	BEHLOW, DAVID	05/14/2015	204.22
61813	BEKI COOKS CAKES	05/14/2015	125.00
61814	BIO CORPORATION	05/14/2015	780.12
61815	BIRDIE MARKETING INC	05/14/2015	2,000.00
61816	BLICK ART MATERIALS	05/14/2015	551.15
61817	BOETTCHER, DALE A	05/14/2015	360.00
61818	BOHL, STEVE	05/14/2015	75.00
61819	BOWMAN, DON	05/14/2015	160.00
61820	BOYER TRUCKS	05/14/2015	152.00
61821	BRINE, MARK	05/14/2015	122.00
61822	BROAD REACH	05/14/2015	522.88
61823	BROCKWAY, TOM	05/14/2015	67.00
61824	BROWN INDUSTRIES INC	05/14/2015	161.39
61825	BURGESS, THOMAS	05/14/2015	122.00
61826	CAPOCASA, WILLIAM J	05/14/2015	75.00
61827	CARLSON, BRUCE N	05/14/2015	664.08
61828	CARLSON, JULIE A	05/14/2015	73.00
61829	CAROLINA BIOLOGICAL SUPPLY	05/14/2015	155.38
61830	CARTRIDGES DIRECT	05/14/2015	123.49
61831	CERTIFIED LABORATORIES	05/14/2015	1,257.09
61832	CHEAPESTEEES.COM	05/14/2015	41.71
61833	CHEYNE, ROGER	05/14/2015	67.00
61834	CHO, BAO-HIEN	05/14/2015	13.99
61835	CINTAS CORP #470	05/14/2015	267.52
61836	CLOUTIER, RENEE	05/14/2015	320.00
61837	COBORN'S DELIVERS	05/14/2015	85.99
61838	COMBS, BETH	05/14/2015	190.00

Check Nbr	Vendor Name	Check Date	Check Amount
61839	COMCAST	05/14/2015	10.43
61840	COMCAST	05/14/2015	5.26
61841	CONCORDIA UNIVERSITY	05/14/2015	1,725.00
61842	CONNEY SAFETY	05/14/2015	208.74
61843	CONTINENTAL RESEARCH CORP	05/14/2015	2,520.10
61844	COOPER, KEN	05/14/2015	400.00
61845	COSTELLO, TOM	05/14/2015	210.00
61846	COUNTRY VIDEO BARN	05/14/2015	318.00
61847	COURTNEY, MARK	05/14/2015	67.00
61848	THE COWLES CENTER	05/14/2015	350.00
61849	CREGAN, MARGARET	05/14/2015	35.00
61850	CROWE, ROBERT	05/14/2015	67.00
61851	CUB FOODS OF WHITE BEAR TWSHP	05/14/2015	201.28
61852	CULLIGAN BOTTLED WATER	05/14/2015	119.85
61853	CUMMINS NPOWER LLC	05/14/2015	374.83
61854	DALCO CORPORATION	05/14/2015	24,012.28
61855	DAVIS, DANIELLE MELISSA	05/14/2015	5.95
61856	DAY, JON	05/14/2015	122.00
61857	DECKER INC	05/14/2015	298.85
61858	DEHNERT, KEITH	05/14/2015	210.00
61859	DELLWOOD COUNTRY CLUB	05/14/2015	500.00
61860	DISCOUNT SCHOOL SUPPLY	05/14/2015	95.92
61861	DIVERSIFIED SNACK DISTRIBUTION	05/14/2015	5,608.23
61862	DOMINOS PIZZA	05/14/2015	84.98
61863	DOCUMENT TECH SOLUTIONS INC	05/14/2015	204.22
61864	DUBOIS, RICHARD	05/14/2015	122.00
61865	EDUCATIONAL INNOVATIONS	05/14/2015	990.88
61866	ENCHANTED LEARNING LLC	05/14/2015	250.00
61867	ESSENTRA SPEC TAPES	05/14/2015	67.64
61868	ETA HAND2MIND	05/14/2015	16.13
61869	F&N OPERATIONS LLC	05/14/2015	164.05
61870	FARGO PUBLIC SCHOOLS	05/14/2015	81.21
61871	FASTENAL COMPANY	05/14/2015	151.26
61872	FESTIVAL FOODS-KNOWLAN'S	05/14/2015	1,072.61
61873	FIRST STUDENT INC	05/14/2015	181,247.77
61874	FLORIN, JOLYN A	05/14/2015	569.50
61875	FRATTALONES HARDWARE STORES	05/14/2015	1,303.80
61876	FRONTRUNNER EVENTS	05/14/2015	2,135.25
61877	FULLER, PATRICIA ANN	05/14/2015	50.00
61878	GALLAGHERS NORTHWESTERN TIRE C	05/14/2015	876.90
61879	GARDEN & ASSOCIATES INC	05/14/2015	471.25
61880	GEIB, SCOTT	05/14/2015	75.00
61881	GENERAL PARTS LLC	05/14/2015	891.78
61882	GEPHART ELECTRIC CO INC	05/14/2015	583.00
61883	GERTENS	05/14/2015	1,034.30
61884	GOPHER	05/14/2015	1,840.74
61885	GRAFFIC TRAFFIC LLC	05/14/2015	220.00
61886	Vendor Continued Check	05/14/2015	0.00
61887	GRAINGER	05/14/2015	983.38
61888	GRANDMA'S BAKERY INC	05/14/2015	15.12

Check Nbr	Vendor Name	Check Date	Check Amount
61889	GRAY, DAVID	05/14/2015	72.97
61890	GREAT AMER OPPORTUNITIES INC	05/14/2015	3,100.00
61891	GREAT LAKES SPORTS	05/14/2015	383.38
61892	GREAT RIVER OFFICE PRODUCTS	05/14/2015	12,958.00
61893	GREEN, CARIN M	05/14/2015	48.20
61894	H2O FOR LIFE	05/14/2015	560.00
61895	Vendor Continued Check	05/14/2015	0.00
61896	HALLBERG ENGINEERING INC	05/14/2015	23,459.10
61897	HANSON, EUGENE	05/14/2015	203.00
61898	HENRICKSEN PSG	05/14/2015	301.17
61899	HINRICHS, PETER	05/14/2015	73.00
61900	HISDAHL INC	05/14/2015	301.50
61901	Vendor Continued Check	05/14/2015	0.00
61902	Vendor Continued Check	05/14/2015	0.00
61903	HOGLUND BUS AND TRUCK CO	05/14/2015	12,292.15
61904	HOLEMAN, GREGORY	05/14/2015	75.00
61905	HOUGHTON MIFFLIN HARCOURT	05/14/2015	609.84
61906	HUGO FEED MILL & HARDWARE	05/14/2015	18.38
61907	Vendor Continued Check	05/14/2015	0.00
61908	Vendor Continued Check	05/14/2015	0.00
61909	Vendor Continued Check	05/14/2015	0.00
61910	Vendor Continued Check	05/14/2015	0.00
61911	Vendor Continued Check	05/14/2015	0.00
61912	IFD	05/14/2015	139,587.82
61913	INDUSTRIAL ARTS SUPPLY	05/14/2015	140.77
61914	Vendor Continued Check	05/14/2015	0.00
61915	INNOVATIVE OFFICE SOLUTIONS	05/14/2015	23,608.31
61916	INTEGRA TELECOM	05/14/2015	637.77
61917	INTEGRA	05/14/2015	3,132.70
61918	INTERMEDIATE DISTRICT 287	05/14/2015	319.77
61919	IPARADIGMS	05/14/2015	9,505.00
61920	ISD #834 STILLWATER AREA SCHOO	05/14/2015	1,173.75
61921	ISD #8492 NEW DOMINION SCHOOL	05/14/2015	3,449.07
61922	JIMMY'S CONFERENCE & BANQUET C	05/14/2015	5,469.03
61923	Vendor Continued Check	05/14/2015	0.00
61924	Vendor Continued Check	05/14/2015	0.00
61925	JOHN DEERE LANDSCAPES	05/14/2015	4,850.69
61926	JOHNSON, DANA	05/14/2015	13.70
61927	JOHNSON, JUDITH ANN	05/14/2015	274.10
61928	JUNDT, JOHN	05/14/2015	75.00
61929	JUNGMANN, MARK CHRISTOPHER	05/14/2015	811.00
61930	JUNIOR ACHIEVEMENT OF THE UPPE	05/14/2015	870.00
61931	K12 TRANSPORTATION MGMT SERVIC	05/14/2015	21,063.98
61932	KAPLAN	05/14/2015	294.29
61933	KARLSBURGER FOODS INC	05/14/2015	383.52
61934	KATH FUEL OIL SERVICE CO	05/14/2015	74.60
61935	KERNEL CONCESSION SUPPLY	05/14/2015	242.08
61936	KIHSLINGER, JOHN	05/14/2015	75.00
61937	KIIHN, ROB	05/14/2015	75.00
61938	KIMBALL MIDWEST	05/14/2015	40.00

Check Nbr	Vendor Name	Check Date	Check Amount
61939	KRAFT CONTRACTING & MECHANICAL	05/14/2015	1,896.22
61940	KULLY SUPPLY COMPANY	05/14/2015	557.89
61941	KYLE, STEVE	05/14/2015	150.00
61942	LAGERQUIST, JODY HELEN	05/14/2015	50.00
61943	LAKESHIRTS	05/14/2015	1,098.04
61944	LAKESHORE LEARNING MATERIALS	05/14/2015	134.50
61945	LANDS BEST FOODS	05/14/2015	4,304.10
61946	LANG, KELLY RAE	05/14/2015	1,343.00
61947	LARKIN, PETER J	05/14/2015	67.00
61948	LAWROW, MICHAEL	05/14/2015	122.00
61949	LIDS TEAM SPORTS	05/14/2015	36.49
61950	LIFESPAN	05/14/2015	356.00
61951	LUECK, DOUGLAS	05/14/2015	210.00
61952	MN ASSOC OF ADMIN OF STATE &	05/14/2015	110.00
61953	MACKIN EDUCATIONAL RESOURCES	05/14/2015	1,529.49
61954	MAGNET STREET	05/14/2015	164.80
61955	MAPLEWOOD PARK & REC DEPT COM	05/14/2015	4,197.00
61956	MARLENE STOLLINGS BASKETBALL C	05/14/2015	400.00
61957	MARTIN-MCALLISTER	05/14/2015	900.00
61958	MASA	05/14/2015	1,272.00
61959	MASE	05/14/2015	1,760.00
61960	MAUER, BRIAN	05/14/2015	75.00
61961	MCDONOUGH'S WATERJETTING AND	05/14/2015	2,430.55
61962	MN COMMUNITY EDUC ASSOC (MCEA)	05/14/2015	190.00
61963	MCNEILL, MICHELLE DENISE	05/14/2015	3.95
61964	MCNERTNEY, HOWARD	05/14/2015	136.00
61965	MN DISTANCE RUNNING ASSOC	05/14/2015	360.00
61966	MEYER, RENEE	05/14/2015	150.00
61967	MICHAEL SHEAREN PHOTOGRAPHY	05/14/2015	80.00
61968	MID CITY SERVICES - INDUSTRIAL	05/14/2015	1,938.60
61969	MIDAMERICA BOOKS	05/14/2015	119.70
61970	MIDWEST AUDIO VISUAL CENTER	05/14/2015	510.00
61971	MINVALCO INC	05/14/2015	540.84
61972	MN CENTRAL SCHOOL BUS	05/14/2015	3,180.00
61973	MN DEPT OF LABOR & INDUSTRY	05/14/2015	100.00
61974	MN ELEVATOR INC	05/14/2015	299.14
61975	MONETTE, ALEXANDER	05/14/2015	73.00
61976	MOORHEAD MACHINERY & BOILER CO	05/14/2015	2,872.33
61977	MORELLI, GENO RAYNARD	05/14/2015	67.00
61978	MUTSCHLER, DUANE	05/14/2015	203.00
61979	NAC MECHANICAL & ELECTRICAL SE	05/14/2015	6,198.75
61980	NASCO	05/14/2015	306.11
61981	NATL RECOGNITION PRODUCTS	05/14/2015	168.82
61982	NATL SCHOLASTIC PRESS ASSOC	05/14/2015	189.00
61983	NDSU EXTENSION SERVICE HDFS	05/14/2015	320.00
61984	NELSON, DANIELLE RAE	05/14/2015	5.95
61985	NIELSEN, SHARON G	05/14/2015	100.00
61986	NORCENTRONIX DISTRIBUTING	05/14/2015	306.00
61987	Vendor Continued Check	05/14/2015	0.00
61988	NORTH CENTRAL TRUCK EQUIPMENT	05/14/2015	3,124.31

Check Nbr	Vendor Name	Check Date	Check Amount
61989	NORTH STAR BANK	05/14/2015	7,364.00
61990	NORTHEAST METRO HOSA	05/14/2015	800.00
61991	NORTHEAST METRO INTERMEDIATE	05/14/2015	400.00
61992	NORTHERN FOREST PRODUCTS LLC	05/14/2015	469.65
61993	NORTHERN DOOR COMPANY	05/14/2015	162.00
61994	NORTHSTAR LACROSSE CO	05/14/2015	2,493.99
61995	NOVAK, LES	05/14/2015	67.00
61996	NUTRITIONAL SERVICE	05/14/2015	607.40
61997	NYSTROM PUBLISHING CO INC	05/14/2015	2,291.68
61998	O'REILLY AUTOMOTIVE INC	05/14/2015	2,060.69
61999	OLSEN FIRE PROTECTION	05/14/2015	2,865.00
62000	Vendor Continued Check	05/14/2015	0.00
62001	Vendor Continued Check	05/14/2015	0.00
62002	Vendor Continued Check	05/14/2015	0.00
62003	ON SITE SANITATION INC	05/14/2015	2,626.96
62004	ON TARGET PROFESSIONALS	05/14/2015	71.19
62005	OTTER LAKE PTA	05/14/2015	300.00
62006	OXYGEN SERVICE CO INC	05/14/2015	150.01
62007	PACKER, ROGER	05/14/2015	67.00
62008	PAGE, SHEREEN	05/14/2015	700.00
62009	PAMS LUNCHROOM LLC	05/14/2015	7,831.95
62010	PARRANTO, CRISTY	05/14/2015	116.41
62011	PATIENT TOOLS INC	05/14/2015	141.00
62012	PCS REVENUE CONTROL SYSTEMS IN	05/14/2015	8,065.75
62013	PEARSON EDUCATION INC	05/14/2015	374.31
62014	PENCILS.COM	05/14/2015	118.47
62015	PETERSON, MARK	05/14/2015	210.00
62016	PETERSON BROS ROOFING & CONST	05/14/2015	2,497.57
62017	PETERSON, WILLIAM C	05/14/2015	67.00
62018	PIONEER	05/14/2015	6,803.95
62019	PITNEY BOWES PURCHASE POWER	05/14/2015	1,020.99
62020	PODS COMPLETE CAR CARE	05/14/2015	1,331.67
62021	POKELA, KEITH	05/14/2015	73.00
62022	PRAXAIR DISTRIBUTION INC	05/14/2015	132.38
62023	PRESS PUBLICATIONS	05/14/2015	647.00
62024	PRESS PUBLICATIONS	05/14/2015	74.25
62025	PRESTIGE PROD/WB DANCE CENTER	05/14/2015	760.00
62026	PROFESSIONAL TURF & RENOVATION	05/14/2015	6,800.00
62027	RAMSEY COUNTY COMM HUMAN SVCS	05/14/2015	30,474.00
62028	RAMSEY COUNTY PUBLIC HEALTH	05/14/2015	50.00
62029	REDWOOD TOXICOLOGY LABORATORY	05/14/2015	411.40
62030	REED, DUANE	05/14/2015	75.00
62031	REGENTS OF THE UNIV OF MN	05/14/2015	1,459.91
62032	REMACKEL WELDING & MFG	05/14/2015	75.00
62033	RENTAL REHAB & REPAIR	05/14/2015	1,240.00
62034	RINK-TEC INTERNATIONAL INC	05/14/2015	42,750.00
62035	RITTBERG, CHRISTA	05/14/2015	49.00
62036	ROCKWOOD, GRANT	05/14/2015	122.00
62037	ROEMHILDT REEDS	05/14/2015	64.00
62038	ROONEY, ALLISON RENEE	05/14/2015	100.00

Check Nbr	Vendor Name	Check Date	Check Amount
62039	ROY C, INC	05/14/2015	849.57
62040	RUIZ JR, ANTHONY R	05/14/2015	67.00
62041	SAARION, CARL A	05/14/2015	73.00
62042	SAFETYFIRST PLAYGROUND SURFACI	05/14/2015	11,158.05
62043	SAWDUST SAVVY	05/14/2015	145.00
62044	SCANTRON CORPORATION	05/14/2015	106.51
62045	SCHARENBOICH & ASSOC LLC	05/14/2015	2,000.00
62046	SCHLUENDER, JOSEPH	05/14/2015	122.00
62047	SCHOLASTIC BOOK FAIRS	05/14/2015	292.93
62048	SCHOOL SPECIALTY	05/14/2015	399.49
62049	SCIMATHMN	05/14/2015	645.00
62050	SEEVER, GRAY	05/14/2015	165.00
62051	SERENDIPITY ART AND DESIGN SER	05/14/2015	2,048.63
62052	SETNICKER, NORMAN	05/14/2015	67.00
62053	SIMPLEXGRINNELL LP	05/14/2015	2,112.50
62054	SIMPSON GREG	05/14/2015	49.00
62055	SMITH, LAURA	05/14/2015	103.87
62056	Vendor Continued Check	05/14/2015	0.00
62057	SCHOOL NUTRITION ASSOC (SNA)	05/14/2015	95.00
62058	SCHOOL NUTRITION ASSOC (SNA)	05/14/2015	13.00
62059	SNAP-ON	05/14/2015	538.75
62060	SORENSEN, MATT	05/14/2015	75.00
62061	SOUTH CENTRAL SERVICE COOPERAT	05/14/2015	60.00
62062	SOUTHWEST BINDING & LAMINATING	05/14/2015	357.56
62063	SOUTHWESTERN YOUTH SERVICES	05/14/2015	1,914.00
62064	SPECIALTY PROMOTIONS	05/14/2015	279.00
62065	ST CROIX RECREATION CO INC	05/14/2015	1,515.44
62066	STAPLES ADVANTAGE	05/14/2015	5,436.51
62067	STARHA, BRUCE C	05/14/2015	122.00
62068	STATE SUPPLY CO	05/14/2015	3,504.75
62069	STOCKEL, CRAIG	05/14/2015	122.00
62070	SULEJ, BENJAMIN	05/14/2015	811.00
62071	SUMMIT COMPANIES	05/14/2015	1,757.50
62072	SUNQUIST, JAMES	05/14/2015	87.50
62073	SUPER DUPER PUBLICATIONS	05/14/2015	67.70
62074	SYNCHRONY BANK	05/14/2015	20.00
62075	THE T-SHIRT PEOPLE	05/14/2015	576.00
62076	TA SCHIFSKY & SONS INC	05/14/2015	32.81
62077	TEACHERS DISCOVERY	05/14/2015	375.09
62078	THELEN HEATING & ROOFING INC	05/14/2015	62,700.00
62079	THOMAS, RONN	05/14/2015	122.00
62080	THURY, GREG	05/14/2015	67.00
62081	TPRS PUBLISHING INC	05/14/2015	3,390.00
62082	TRADE PRESS INC	05/14/2015	294.00
62083	TRANS-MISSISSIPPI BIO SUPPLY	05/14/2015	564.03
62084	Vendor Continued Check	05/14/2015	0.00
62085	Vendor Continued Check	05/14/2015	0.00
62086	TRAVEL LEADERS	05/14/2015	6,032.71
62087	TRI-STATE BOBCAT	05/14/2015	59,630.84
62088	TRUCK UTILITIES MFG CO	05/14/2015	8,260.53

Check Nbr	Vendor Name	Check Date	Check Amount
62089	U.S. ENERGY SERVICES INC	05/14/2015	689.00
62090	UNIVERSAL ATHLETIC	05/14/2015	265.42
62091	US FOODS CULINARY EQUIP & SUPP	05/14/2015	458.90
62092	USA HIGH SCHOOL CLAY TARGET LE	05/14/2015	1,000.00
62093	VADNAIS TOWING	05/14/2015	95.00
62094	VALLEYFAIR GROUP SALES	05/14/2015	5,160.00
62095	VALLEYFAIR GROUP SALES	05/14/2015	430.00
62096	VALLEYFAIR GROUP SALES	05/14/2015	2,386.50
62097	VAN LUYK, LEONARD	05/14/2015	122.00
62098	VERIZON WIRELESS	05/14/2015	35.23
62099	VIKING ELECTRIC SUPPLY	05/14/2015	4,692.18
62100	VIKING INDUSTRIAL CENTER	05/14/2015	373.92
62101	VORT CORPORATION	05/14/2015	275.00
62102	WARNERS' STELLIAN	05/14/2015	1,208.92
62103	WASTE MANAGEMENT OF WI-MN	05/14/2015	16,876.35
62104	WAYFAIR LLC	05/14/2015	239.55
62105	WHITE BEAR CENTER FOR THE ARTS	05/14/2015	7,000.00
62106	WHITE BEAR GLASS INC	05/14/2015	275.00
62107	WHITE BEAR RENTAL EQUIPMENT	05/14/2015	55.94
62108	WHITE BEAR TRAVEL	05/14/2015	14,173.00
62109	Vendor Continued Check	05/14/2015	0.00
62110	WHITE BEAR LAKE (CITY OF)	05/14/2015	4,963.15
62111	WEBER, MARK	05/14/2015	360.00
62112	WEERASINGHE, IAN	05/14/2015	73.00
62113	WELLNER LAW PLLC	05/14/2015	400.00
62114	WEST, MICHELLE	05/14/2015	100.00
62115	WEST MUSIC COMPANY	05/14/2015	229.82
62116	WHALEN, PATRICK J	05/14/2015	67.00
62117	WHITSON, CLIFF	05/14/2015	67.00
62118	WILLETT, RON	05/14/2015	75.00
62119	WILLIAMS, SALLY A	05/14/2015	811.00
62120	WINDSTREAM	05/14/2015	3,024.43
62121	WL HALL COMPANY	05/14/2015	2,007.67
62122	WOLF RIDGE ENVIRONMENTAL	05/14/2015	8,668.74
62123	ZARLING, DARRICK	05/14/2015	811.00
62124	ZUK, TONY	05/14/2015	75.00
336	Computer	Check(s) For a Total of	1,003,156.91

Check Nbr	Vendor Name	Check Date	Check Amount
60935	H2O FOR LIFE	05/14/2015	560.00
1	Void	Check(s) For a Total of	560.00

	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
	336	Computer	Checks For a Total of	1,003,156.91
Total For	336	Manual, Wire Tran, ACH & Computer Checks		1,003,156.91
Less	1	Voided	Checks For a Total of	560.00
		Net Amount		1,002,596.91

Check Nbr	Vendor Name	Check Date	Check Amount
62125	AMERICAN UNITED LIFE	05/22/2015	62,241.84
62126	AMERIPRISE FINANCIAL SERVICES	05/22/2015	12,471.97
62127	AXA EQUITABLE	05/22/2015	35,335.06
62128	DODGE OF BURNSVILLE	05/22/2015	29,301.00
62129	DOMINOS PIZZA	05/22/2015	156.38
62130	GREAT LAKES HIGHER EDUC GUARAN	05/22/2015	296.87
62131	GURSTEL CHARGO ATTORNEYS AT LA	05/22/2015	277.00
62132	IUOE LOCAL 70	05/22/2015	2,071.53
62133	MESSERLI & KRAMER PA	05/22/2015	541.00
62134	METROPOLITAN LIFE	05/22/2015	2,988.43
62135	RAUSCH, STURM, ISRAEL,	05/22/2015	163.00
62136	SAM'S CLUB/SYNCHRONY BANK	05/22/2015	460.56
62137	SCHOOL SERVICE EMPLOYEES	05/22/2015	5,934.19
62138	SEARS COMMERCIAL ONE	05/22/2015	155.98
62139	US DEPT OF EDUCATION	05/22/2015	423.50
62140	VALLEYFAIR GROUP SALES	05/22/2015	5,375.00
62141	VANGUARD SMALL BUSINESS SERVIC	05/22/2015	26,373.86
62142	WBLA EDUCATIONAL FOUNDATION	05/22/2015	856.29
62143	WEST COAST NETTING	05/22/2015	664.60
19	Computer	Check(s) For a Total of	186,088.06

	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
	19	Computer	Checks For a Total of	186,088.06
Total For	19	Manual, Wire Tran, ACH & Computer Checks		186,088.06
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		186,088.06

Check Nbr	Vendor Name	Check Date	Check Amount
141501452	ADAMS, LINDA J	05/26/2015	20.46
141501453	ANDERT, LINDA M	05/26/2015	320.00
141501454	BEGE, LAURA M	05/26/2015	125.00
141501455	BENJAMIN-BECK, KAREN P	05/26/2015	91.02
141501456	BOEVER, DANIELLE Y	05/26/2015	34.10
141501457	BOOTH, KARLA J	05/26/2015	649.00
141501458	BRABENEC, KAREN E	05/26/2015	210.00
141501459	BROWN, NANCY M	05/26/2015	166.75
141501460	BURMEISTER, JANE M	05/26/2015	501.28
141501461	CHAKOLIS, RICHARD A	05/26/2015	65.00
141501462	CLARK, RYAN D	05/26/2015	29.27
141501463	DAHL, MELISA J	05/26/2015	20.98
141501464	DARR, SHELLY M	05/26/2015	37.95
141501465	DESTACHE, DANIEL JAMES	05/26/2015	209.50
141501466	DEUEL, LYN M	05/26/2015	49.00
141501467	DIETZENBACH, SALLY C	05/26/2015	75.00
141501468	DITTRICH, TIFFANY A	05/26/2015	13.91
141501469	DORNER, JULIE A	05/26/2015	31.05
141501470	DULLUM, CHERYL ANN	05/26/2015	16.12
141501471	DUSTIN, JOSEPH J	05/26/2015	89.48
141501472	EDBERG, REBECCA J	05/26/2015	2,105.20
141501473	ELLETSON, KATHLEEN E	05/26/2015	141.74
141501474	ERICKSON, KRISTIN L	05/26/2015	143.43
141501475	EVERT, ELIZABETH M	05/26/2015	645.92
141501476	FREBURG, BETH R	05/26/2015	67.28
141501477	FROST, LORI J	05/26/2015	35.69
141501478	FUHRMAN, SARAH J	05/26/2015	15.61
141501479	GRAVLEY, STEPHEN ALAN	05/26/2015	255.68
141501480	GRESAFE, ROCHELLE L	05/26/2015	94.55
141501481	HANZAL, DAVID C	05/26/2015	24.30
141501482	HARRIMAN, GRETCHEN E	05/26/2015	794.69
141501483	HAUGEN, ANNETTE M	05/26/2015	190.00
141501484	HEALY, JASON CHARLES	05/26/2015	30.00
141501485	HICKS, SUSAN L	05/26/2015	19.99
141501486	HOEG, SCOTT A	05/26/2015	262.20
141501487	HOFMEISTER, KRISTEN M	05/26/2015	25.28
141501488	HUANG, PEI	05/26/2015	44.47
141501489	HUBBARD, MICHELLE K	05/26/2015	22.97
141501490	INDLECOFFER, TRACI D	05/26/2015	76.00
141501491	JOESTING, KRISTI A	05/26/2015	99.42
141501492	JOHNSON, BRANDON L	05/26/2015	79.35
141501493	JOHNSON, SADIE R	05/26/2015	195.97
141501494	KEESE, MATTHEW D	05/26/2015	485.37
141501495	KENTFIELD, KELLY S	05/26/2015	36.51
141501496	KIRKHAM, JENNIFER KAY DAVIS	05/26/2015	59.09
141501497	KNOPS, ROXANNE	05/26/2015	30.00
141501498	KOVACICH, DANIEL KRAIG	05/26/2015	92.67
141501499	KUEMMEL, JANEEN ELIZABETH	05/26/2015	34.00
141501500	LAFRINIER, JENNIFER A	05/26/2015	132.88
141501501	LANE, JOSHUA L	05/26/2015	138.69

Check Nbr	Vendor Name	Check Date	Check Amount
141501502	LAREY, ELIZABETH A	05/26/2015	72.47
141501503	LAU, LAI F	05/26/2015	367.88
141501504	LITTLEFIELD, TRAVIS D	05/26/2015	34.65
141501505	LUND, MOLLY A	05/26/2015	43.93
141501506	MAJIL, MARIANA L	05/26/2015	73.03
141501507	MANKE, ANNE M	05/26/2015	54.78
141501508	MANN, KATHERINE L	05/26/2015	20.65
141501509	MARSH, KATHERINE M	05/26/2015	125.36
141501510	MCCORMICK, REBEKKA ANNE	05/26/2015	32.91
141501511	MCCULLOUGH, KAREN K	05/26/2015	160.08
141501512	MCPHERSON, KIRSTEN M	05/26/2015	32.36
141501513	MIEURE, MARYELLEN L	05/26/2015	36.80
141501514	MILES, MARY T	05/26/2015	964.21
141501515	MUNSON, KARI LYNN	05/26/2015	45.76
141501516	NAKAGAKI, BENJAMIN P	05/26/2015	227.00
141501517	NASVIK, CRAIG S	05/26/2015	148.13
141501518	NORCROSS, MICHELE S	05/26/2015	207.29
141501519	OLSON, MARK A	05/26/2015	83.28
141501520	PEARSON, JILL M	05/26/2015	106.24
141501521	PETERSEN, JILL M	05/26/2015	26.46
141501522	PHETTEPLACE, WANDA M	05/26/2015	114.08
141501523	PHILLIPS, LISA A	05/26/2015	119.56
141501524	POKORNY, MARY J	05/26/2015	72.98
141501525	RATLIFF, GERALD	05/26/2015	35.65
141501526	REBER, JODY ANN	05/26/2015	70.72
141501527	ROCKFORD, JEREMY W	05/26/2015	150.93
141501528	ROSSBACH, PATRICIA E	05/26/2015	53.45
141501529	SCHMIDT, DEBRA SUE	05/26/2015	160.00
141501530	SCHMIDT, HEATHER RAE	05/26/2015	44.68
141501531	SCHMITZ, KAREN M	05/26/2015	90.44
141501532	SCHNURPEL-EDSTROM, NICHOLE L	05/26/2015	7.16
141501533	SCHWEIZER, JENNIFER M	05/26/2015	332.53
141501534	SIMSHAUSER, KIMBERLY P	05/26/2015	215.05
141501535	SKOGEN, MATTHEW K	05/26/2015	64.04
141501536	SNELL, MICHAEL M	05/26/2015	19.99
141501537	STUEMKE, CHARLES R	05/26/2015	64.90
141501538	TARNOWSKI, ERIN C	05/26/2015	179.10
141501539	THAYER-MARMITT, CHRISTINA E	05/26/2015	236.30
141501540	VAIL, ANNE B	05/26/2015	155.83
141501541	WANG, ZHEN ZHEN	05/26/2015	615.60
141501542	WERNER, ELIZABETH M	05/26/2015	1,351.74
141501543	WILCOX, RICHARD L	05/26/2015	71.01
141501544	YANG-XIONG, MALIA	05/26/2015	516.60

93 ACH Check(s) For a Total of 16,739.43

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	93	ACH	Checks For a Total of	16,739.43
	0	Computer	Checks For a Total of	0.00
Total For	93	Manual, Wire Tran, ACH & Computer Checks		16,739.43
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		16,739.43

Check Nbr	Vendor Name	Check Date	Check Amount
62144	1000 PETALS	05/28/2015	450.00
62145	2020 BRAND SOLUTIONS	05/28/2015	1,061.50
62146	AARP DRIVER SAFETY PROGRAM	05/28/2015	585.00
62147	ABRAHAMSON, ANTHONY	05/28/2015	40.00
62148	AIMPOINT	05/28/2015	150.00
62149	AMAZON	05/28/2015	35.98
62150	AMAZON	05/28/2015	175.23
62151	AMAZON	05/28/2015	526.11
62152	AMAZON	05/28/2015	1,255.70
62153	AMAZON	05/28/2015	1,419.50
62154	AMAZON	05/28/2015	2,396.92
62155	AMAZON	05/28/2015	79.95
62156	AMAZON	05/28/2015	49.41
62157	AMAZON	05/28/2015	93.39
62158	AMAZON	05/28/2015	97.70
62159	AMAZON	05/28/2015	28.05
62160	AMAZON	05/28/2015	102.48
62161	AMAZON	05/28/2015	630.49
62162	AMAZON	05/28/2015	301.00
62163	AMERICAN MESSAGING	05/28/2015	90.28
62164	AMER RED CROSS	05/28/2015	570.00
62165	AMERICAN TIME & SIGNAL CO	05/28/2015	715.35
62166	AMMANN, MICHAEL J	05/28/2015	125.00
62167	ANDERSON'S	05/28/2015	942.28
62168	ANOKA-HENNEPIN SCHOOL DISTRICT	05/28/2015	800.00
62169	AP EXAMS	05/28/2015	65,689.00
62170	APEX LAMPS	05/28/2015	394.31
62171	APPLIED ENVIRONMENTAL SCI INC	05/28/2015	2,580.70
62172	ASHLAND PRODUCTIONS INC	05/28/2015	4,000.00
62173	ASSOC OF RECOVERY SCHOOLS (ARS	05/28/2015	250.00
62174	ASTLEFORD INTERNATIONAL TRUCKS	05/28/2015	67.61
62175	AT & T MOBILITY	05/28/2015	904.12
62176	ATTAINMENT CO INC	05/28/2015	648.90
62177	AUGSBURG COLLEGE	05/28/2015	1,400.00
62178	BALD EAGLE SPORTSMENS ASSOC	05/28/2015	4,560.00
62179	BAN-KOE SYSTEMS INC	05/28/2015	327.75
62180	BARNES & NOBLE	05/28/2015	303.48
62181	BARNETT WB CHRYSLER JEEP DODGE	05/28/2015	261.60
62182	BARRIER GROUP LLC	05/28/2015	6,000.00
62183	BASCO, JAMES DANIEL	05/28/2015	50.00
62184	BATTLE CREEK WATER WORKS	05/28/2015	375.80
62185	BAUMLER, MEGAN DENNIS	05/28/2015	520.00
62186	BERRY BLENDZ - EDEN PRAIRIE	05/28/2015	540.00
62187	BEST BUY BUSINESS ADVANTAGE AC	05/28/2015	288.82
62188	BIG FROG CUSTOM T-SHIRTS	05/28/2015	482.90
62189	BILL WEIGEL SIGNS	05/28/2015	60.00
62190	BINSFIELD, JEANNE OR NEAL	05/28/2015	1,505.00
62191	BLICK ART MATERIALS	05/28/2015	655.40
62192	BLOMQUIST, EVAN	05/28/2015	80.00
62193	BLUE, LISA ANN	05/28/2015	4.00

Check Nbr	Vendor Name	Check Date	Check Amount
62194	BLUEBIRD SCREEN PRINT	05/28/2015	1,104.00
62195	BOLDT, JAMES	05/28/2015	320.00
62196	BOLDT, MARY	05/28/2015	280.00
62197	BONINE, ROBERT	05/28/2015	120.00
62198	BOUGIE, JESSICA M	05/28/2015	70.00
62199	CARCIOFINI CO INC	05/28/2015	1,300.00
62200	CDW GOVERNMENT INC	05/28/2015	24.89
62201	CHROMA LABEL	05/28/2015	59.40
62202	CITI-CARGO & STORAGE CO INC	05/28/2015	85.00
62203	COBORNS DELIVERS	05/28/2015	121.49
62204	COLLIS, KATHLEEN	05/28/2015	300.00
62205	COMCAST	05/28/2015	280.05
62206	COMCAST	05/28/2015	273.77
62207	COMMUNITY SERVICES & RECREATIO	05/28/2015	358.00
62208	CONTINENTAL CLAY CO	05/28/2015	171.02
62209	CONTINENTAL RESEARCH CORP	05/28/2015	231.16
62210	COPY IMAGES INC	05/28/2015	12,047.36
62211	COUNTRY VIDEO BARN	05/28/2015	404.37
62212	COX, ETHAN	05/28/2015	20.00
62213	COY, JAKE	05/28/2015	220.00
62214	CRISIS PREVENTION INSTITUTE IN	05/28/2015	3,538.00
62215	CREGAN, MARGARET	05/28/2015	59.00
62216	CUMMINS NPOWER LLC	05/28/2015	865.60
62217	D'ENTREMONT, ELISE	05/28/2015	72.50
62218	DELTA EDUCATION	05/28/2015	249.75
62219	DELTA DENTAL PLAN OF MN	05/28/2015	62,637.00
62220	DEMCO INC	05/28/2015	139.11
62221	DOMIER, MARILYN	05/28/2015	16.15
62222	DONATELLI'S	05/28/2015	2,438.02
62223	DOOR SERVICE COMPANY	05/28/2015	16,380.00
62224	DRAKE, ERIN	05/28/2015	200.00
62225	DREAMBOX	05/28/2015	1,000.00
62226	DOCUMENT TECH SOLUTIONS INC	05/28/2015	102.11
62227	DULUTH EAST GOLF	05/28/2015	150.00
62228	DUPEY, ANDI KRISTINE	05/28/2015	60.00
62229	ECKROTH MUSIC	05/28/2015	19.19
62230	ED'S TROPHIES INC	05/28/2015	18.00
62231	EDUCATION TO GO	05/28/2015	67.25
62232	EDUCATION WEEK	05/28/2015	84.94
62233	EESCO UNITED ELECTRIC	05/28/2015	109.12
62234	EIDE, EMILY M	05/28/2015	20.00
62235	EMEDCO COMPANY INC	05/28/2015	610.07
62236	EMERSON, KENT	05/28/2015	75.00
62237	ENGEBRETSON, MICHAEL L	05/28/2015	80.00
62238	ESCHOOL SOLUTIONS LLC	05/28/2015	1,000.00
62239	FAIRVIEW	05/28/2015	14,666.66
62240	FASTENAL COMPANY	05/28/2015	71.93
62241	FIRST STUDENT INC	05/28/2015	1,080.00
62242	FISCHER, THOMAS	05/28/2015	225.00
62243	FLINN SCIENTIFIC INC	05/28/2015	85.59

Check Nbr	Vendor Name	Check Date	Check Amount
62244	Vendor Continued Check	05/28/2015	0.00
62245	FOLLETT SCHOOL SOLUTIONS INC	05/28/2015	2,307.77
62246	FREDERICKSON, KYLE	05/28/2015	3,000.00
62247	FREE SPIRIT PUBLISHING CO	05/28/2015	14.90
62248	FRONTLINE TECHNOLOGIES INC	05/28/2015	3,145.80
62249	GARDEN & ASSOCIATES INC	05/28/2015	190.00
62250	GARETH STEVENS PUBLISHING	05/28/2015	466.80
62251	GENERAL PARTS LLC	05/28/2015	367.00
62252	GERTENS	05/28/2015	1,068.15
62253	GILLEN, ROBERT	05/28/2015	400.00
62254	GILLETTE CHILDREN'S SPECIALTY	05/28/2015	64.00
62255	GLASS, CALEB	05/28/2015	200.00
62256	GLOVER, PHIL	05/28/2015	200.00
62257	GMS INDUSTRIAL SUPPLIES INC	05/28/2015	65.32
62258	GOPHER	05/28/2015	472.18
62259	Vendor Continued Check	05/28/2015	0.00
62260	GRAINGER	05/28/2015	3,333.87
62261	GRANDMA'S BAKERY INC	05/28/2015	459.50
62262	GREAT POTENTIAL PRESS INC	05/28/2015	175.45
62263	Vendor Continued Check	05/28/2015	0.00
62264	GREATAMERICA FINANCIAL SERVICE	05/28/2015	3,361.71
62265	GREEN CONSTRUCTION SERVICES	05/28/2015	49,590.00
62266	GROTH MUSIC CO	05/28/2015	332.50
62267	H2O FOR LIFE	05/28/2015	955.00
62268	HAMILTON, WILLIAM ROWLAND	05/28/2015	70.00
62269	HANSON, DONNA	05/28/2015	25.40
62270	HARTLEY, KATHY	05/28/2015	10.00
62271	HEALTHPARTNERS	05/28/2015	215,952.96
62272	HEALTHPARTNERS MEDICAL GROUP	05/28/2015	235.00
62273	HEANEY, MERRITT	05/28/2015	40.00
62274	HEANEY, MONROE E	05/28/2015	500.00
62275	HECKEL, STACY	05/28/2015	25.00
62276	HEFNER MS, SARAH J	05/28/2015	9,613.00
62277	HEJNY RENTALS INC	05/28/2015	739.82
62278	HENRY, GINA	05/28/2015	270.00
62279	HISDAHL INC	05/28/2015	6,501.89
62280	Vendor Continued Check	05/28/2015	0.00
62281	HOGLUND BUS AND TRUCK CO	05/28/2015	9,136.42
62282	HOLMES, JEFF	05/28/2015	505.00
62283	HOOD, CYNTHIA	05/28/2015	238.32
62284	HORDYK, MATT	05/28/2015	75.00
62285	HOSFIELD, JUSTIN MICHAEL	05/28/2015	5.00
62286	HOULE, EUGENE	05/28/2015	360.00
62287	HOYER, MARCUS C	05/28/2015	160.00
62288	HUGO FEED MILL & HARDWARE	05/28/2015	25.99
62289	HULMER, MARCUS	05/28/2015	75.00
62290	INNOVATIVE OFFICE SOLUTIONS	05/28/2015	262.84
62291	THE INSTRUMENTALIST PRODUCTS C	05/28/2015	131.00
62292	JACKI BRICKMAN INC	05/28/2015	4,000.00
62293	JAMES STANFIELD CO	05/28/2015	1,678.95

Check Nbr	Vendor Name	Check Date	Check Amount
62294	JEWELL, ROSALIE SUZANNE	05/28/2015	10.00
62295	JIMMY'S CONFERENCE & BANQUET C	05/28/2015	1,075.00
62296	JL TAITT & ASSOC	05/28/2015	5,544.00
62297	Vendor Continued Check	05/28/2015	0.00
62298	JOHN DEERE LANDSCAPES	05/28/2015	11,713.31
62299	JOHNSON, JOSHUA	05/28/2015	30.00
62300	JOHNSON CONTROLS INC	05/28/2015	1,034.00
62301	JRL ENTERPRISES INC	05/28/2015	7,500.00
62302	JUNDT, JOHN	05/28/2015	75.00
62303	KATH FUEL OIL SERVICE CO	05/28/2015	19,496.63
62304	KAUSS, DEL	05/28/2015	62.50
62305	KELLER, DAVID	05/28/2015	270.00
62306	KELVIN LP	05/28/2015	357.11
62307	KIIHN, ROB	05/28/2015	150.00
62308	KIMBALL MIDWEST	05/28/2015	350.11
62309	KJELLBERG, JAKE	05/28/2015	120.00
62310	KOWALSKIS MARKET	05/28/2015	109.50
62311	Vendor Continued Check	05/28/2015	0.00
62312	KRAFT CONTRACTING & MECHANICAL	05/28/2015	7,853.24
62313	KRAMLINGER, CHARLES	05/28/2015	239.92
62314	KRITZECK, HANNAH RASHAE	05/28/2015	50.00
62315	KRIVANEK, RICHARD JAMES	05/28/2015	175.00
62316	KRUSCHWITZ, RON	05/28/2015	160.00
62317	KULLY SUPPLY COMPANY	05/28/2015	664.63
62318	LAKESHORE LEARNING STORE	05/28/2015	49.98
62319	LAKESHORE LEARNING MATERIALS	05/28/2015	890.40
62320	LANCETTE, ANTHONY R	05/28/2015	125.00
62321	LARSON, KAY	05/28/2015	80.00
62322	LARSON ENGINEERING INC	05/28/2015	3,780.00
62323	LEARNING A-Z	05/28/2015	479.85
62324	LEGO EDUCATION	05/28/2015	32,670.90
62325	LINDER, ROBERT	05/28/2015	75.00
62326	LOEFFLER SHOES	05/28/2015	30.00
62327	LOEGERING, ARNITA	05/28/2015	17.00
62328	LORENZ RECOGNITION CO	05/28/2015	254.80
62329	LYONS, DILLAN RAY	05/28/2015	10.00
62330	MACKIN EDUCATIONAL RESOURCES	05/28/2015	170.76
62331	Vendor Continued Check	05/28/2015	0.00
62332	Vendor Continued Check	05/28/2015	0.00
62333	Vendor Continued Check	05/28/2015	0.00
62334	MADISON NATIONAL LIFE	05/28/2015	43,129.85
62335	MARCO, INC	05/28/2015	960.00
62336	MARCOTTE, MADISON	05/28/2015	96.34
62337	MARCUS OAKDALE CINEMAS	05/28/2015	593.09
62338	MASA	05/28/2015	2,097.00
62339	MN ASSOC OF SCH BUSINESS OFFIC	05/28/2015	439.00
62340	MN ASSOC OF SECONDARY SCHOOL P	05/28/2015	1,696.00
62341	MATHIES, LISA	05/28/2015	20.95
62342	MATUSESKI, KEVIN L	05/28/2015	55.00
62343	MAYERON, JACK	05/28/2015	160.00

Check Nbr	Vendor Name	Check Date	Check Amount
62344	MCDONOUGH'S WATERJETTING AND	05/28/2015	2,197.09
62345	MEDIA XPRESS	05/28/2015	225.00
62346	MEDICARE PREMIUM COLLECTION CT	05/28/2015	321.10
62347	MEDTOX LABORATORIES	05/28/2015	56.10
62348	MENARDS-MAPLEWOOD	05/28/2015	370.39
62349	METRO SOUND AND LIGHTING	05/28/2015	74.99
62350	MIDWEST TECHNOLOGY PRODUCTS	05/28/2015	1,529.00
62351	MIKKELSON, KERI	05/28/2015	40.00
62352	MILLER JR, AUGIE	05/28/2015	59.50
62353	MILLIGAN, THERESA J	05/28/2015	20.40
62354	MINVALCO INC	05/28/2015	112.32
62355	MN CENTRAL SCHOOL BUS	05/28/2015	200.00
62356	MN DEPT OF HEALTH	05/28/2015	525.00
62357	MN ELEVATOR INC	05/28/2015	340.33
62358	MN HISTORICAL SOCIETY	05/28/2015	1,672.00
62359	MN ZOO	05/28/2015	1,152.00
62360	MODERN FENCE & CONST INC	05/28/2015	3,800.00
62361	MOORE, ANDREW T	05/28/2015	40.00
62362	MOORE, CYNTHIA A	05/28/2015	598.00
62363	MN REC & PARK ASSN (MRPA)	05/28/2015	924.00
62364	MS TEDDY BEAR INC	05/28/2015	872.60
62365	Vendor Continued Check	05/28/2015	0.00
62366	MSNA	05/28/2015	4,680.00
62367	MUMBLEAU, RICHARD THOMAS	05/28/2015	400.00
62368	MUSIC IS ELEMENTARY	05/28/2015	1,489.65
62369	NASSEFF MECH CONTRACTORS	05/28/2015	1,992.59
62370	NATL RECOGNITION PRODUCTS	05/28/2015	8,704.07
62371	NELCO	05/28/2015	249.22
62372	NESS ELECTRONICS INC	05/28/2015	890.10
62373	NORCENTRONIX DISTRIBUTING	05/28/2015	52.00
62374	NORTH CENTRAL TRUCK EQUIPMENT	05/28/2015	126.98
62375	NORTH MEMORIAL URGENT CARE	05/28/2015	98.00
62376	NORTHEAST METRO INTERMEDIATE D	05/28/2015	1,695.00
62377	NORTHERN LANDSCAPE & IRRIGATIO	05/28/2015	2,990.00
62378	NYREN, DELROY E	05/28/2015	575.00
62379	O'NEIL, LOIS	05/28/2015	54.58
62380	OFFICE DEPOT	05/28/2015	1,153.48
62381	ORDWAY CENTER FOR PERFORMING	05/28/2015	231.00
62382	ORIENTAL TRADING CO INC	05/28/2015	353.63
62383	PARTS NOW ! LLC	05/28/2015	317.65
62384	PCS REVENUE CONTROL SYSTEMS IN	05/28/2015	1,142.50
62385	PETERSON BROS ROOFING & CONST	05/28/2015	569.18
62386	PICKETT, CHANDRA MAE	05/28/2015	50.00
62387	PITNEY BOWES PURCHASE POWER	05/28/2015	108.99
62388	PODRATZ, DIANE J	05/28/2015	80.00
62389	PODRATZ, JAMES C	05/28/2015	80.00
62390	POLAR CHEVROLET MAZDA	05/28/2015	82.95
62391	PUSH PEDAL PULL	05/28/2015	1,082.86
62392	RATTE, DAVE	05/28/2015	190.00
62393	RATWIK ROSZAK & MALONEY PA	05/28/2015	8,398.88

Check Nbr	Vendor Name	Check Date	Check Amount
62394	RAUTENBERG, BRIAN JAMES	05/28/2015	8.00
62395	REALLY GOOD STUFF INC	05/28/2015	58.87
62396	REED, DUANE	05/28/2015	75.00
62397	RICHARDSON, GENE	05/28/2015	80.00
62398	RICHTER, ELIZABETH	05/28/2015	130.00
62399	RICOH AMERICAS CORP	05/28/2015	450.96
62400	RIDGWAY, ATHENA CARRIE	05/28/2015	20.00
62401	RITTBURG, CHRISTA	05/28/2015	25.00
62402	RUDDYS PARTY TOWN INC	05/28/2015	130.00
62403	SAARION, CARL A	05/28/2015	73.00
62404	SAFEGWAY DRIVING SCHOOL	05/28/2015	8,820.00
62405	SAINTS NORTH MAPLEWOOD	05/28/2015	400.00
62406	SANDSTROM-LEE, ANTHONY DANIEL	05/28/2015	40.00
62407	SCHMEICHEL, RUSS	05/28/2015	380.00
62408	SCHMIDT, ALLIE NICOLE	05/28/2015	30.00
62409	SCHMITT MUSIC COMPANY	05/28/2015	27.00
62410	SCHOLASTIC INC	05/28/2015	43.69
62411	SCHOLASTIC BOOK FAIRS	05/28/2015	630.74
62412	SCHOLASTIC BOOK CLUBS	05/28/2015	136.00
62413	SCHOOL SPECIALTY	05/28/2015	180.93
62414	SCHOOLDUDE.COM INC	05/28/2015	7,892.00
62415	SCHOOLIDENTITY.COM	05/28/2015	51.00
62416	SCHULTZ, PAUL	05/28/2015	440.00
62417	SCHWINTK, BRENDA	05/28/2015	127.65
62418	SCIBAK, BRAD	05/28/2015	122.00
62419	SENSORY GOODS	05/28/2015	124.34
62420	SENTRY SYSTEMS INC	05/28/2015	5,162.00
62421	SHERMAN, MARCO ANTHONY	05/28/2015	20.00
62422	SHERMAN, TANNAKA ROSE	05/28/2015	30.00
62423	SHIFFLER EQUIPMENT SALES INC	05/28/2015	306.50
62424	SIMPLEXGRINNELL LP	05/28/2015	80.64
62425	SMITH, THEODORE A	05/28/2015	184.40
62426	Vendor Continued Check	05/28/2015	0.00
62427	SCHOOL NUTRITION ASSOC (SNA)	05/28/2015	166.00
62428	SOFTERWARE	05/28/2015	63.00
62429	SOLBERG, SARAH K	05/28/2015	127.65
62430	SOLUTION TREE	05/28/2015	6,700.00
62431	SOULE, TODD MICHAEL	05/28/2015	50.00
62432	SPENCER, DOROTHY	05/28/2015	20.40
62433	ST PAUL PIONEER PRESS	05/28/2015	117.00
62434	ST PAUL YOUTH SERVICES	05/28/2015	500.00
62435	STANG, SUSAN K	05/28/2015	50.00
62436	STEINER, EILEEN A	05/28/2015	38.46
62437	STEVE WEISS MUSIC	05/28/2015	323.75
62438	STOLTZ, STEVE	05/28/2015	80.00
62439	STRIVE SCHOLARSHIP CORP	05/28/2015	240.00
62440	SUBURBAN/GREEN & WHITE TAXI	05/28/2015	47.79
62441	SUMMIT COMPANIES	05/28/2015	1,152.18
62442	SUNRISE MIDDLE SCHOOL	05/28/2015	17.00
62443	SWANSON, STEPHEN	05/28/2015	250.00

Check Nbr	Vendor Name	Check Date	Check Amount
62444	TEAMWORKS INTERNATIONAL INC	05/28/2015	2,635.35
62445	TIERNEY BROTHERS INC	05/28/2015	350.00
62446	TILSNER CARTON CO	05/28/2015	360.00
62447	TOBECK, DAVE	05/28/2015	5.00
62448	TOSCANO, BRIAN	05/28/2015	10.00
62449	TRADE PRESS INC	05/28/2015	453.00
62450	TRANS-MISSISSIPPI BIO SUPPLY	05/28/2015	269.37
62451	TRIO SUPPLY COMPANY	05/28/2015	22,252.51
62452	TROLLHAUGEN	05/28/2015	1,400.00
62453	TROPHIES PLUS INC	05/28/2015	81.00
62454	TRUCK UTILITIES MFG CO	05/28/2015	130.95
62455	TURFWERKS INC	05/28/2015	1,777.02
62456	TWIN CITIES TRANSPORT & RECOVE	05/28/2015	200.00
62457	TYLER TECHNOLOGIES INC	05/28/2015	4,869.51
62458	THE UPS STORE #3299	05/28/2015	141.18
62459	US FOODS CULINARY EQUIP & SUPP	05/28/2015	99.00
62460	CITY OF VADNAIS HEIGHTS	05/28/2015	1,585.00
62461	VAIL, GAYLE J	05/28/2015	18.70
62462	VALLEYFAIR GROUP SALES	05/28/2015	838.50
62463	VERTICAL ENDEAVORS INC	05/28/2015	2,740.00
62464	WALSWORTH PUBLISHING CO	05/28/2015	2,751.70
62465	WHITE BEAR GLASS INC	05/28/2015	895.00
62466	WHITE BEAR LOCKSMITH INC	05/28/2015	59.25
62467	WHITE BEAR AREA YMCA	05/28/2015	11,205.00
62468	WHITE BEAR LAKE CITY	05/28/2015	100.00
62469	WHITE BEAR LAKE CITY	05/28/2015	35.00
62470	WHITE BEAR LAKE UMPIRES ASSN	05/28/2015	2,125.00
62471	WBLA EDUCATIONAL FOUNDATION	05/28/2015	50.00
62472	WEERASINGHE, IAN	05/28/2015	73.00
62473	WEISKOPF-LARSON, SUE	05/28/2015	250.00
62474	WELLNER LAW PLLC	05/28/2015	200.00
62475	WELLS FARGO SECURITIES LLC	05/28/2015	47,542.29
62476	WESTWOOD MIDDLE SCHOOL	05/28/2015	120.00
62477	WHITE, DOUG	05/28/2015	240.00
62478	WHITE, TEVIN M	05/28/2015	10.00
62479	WHITE, TIM	05/28/2015	240.00
62480	WILL, ALEC JAMES	05/28/2015	40.00
62481	WL HALL COMPANY	05/28/2015	700.00
62482	WORTHLEY, SUZANNE	05/28/2015	762.00
62483	XCEL ENERGY	05/28/2015	74,901.03
62484	XEROX CORPORATION	05/28/2015	168.11
62485	XEROX FINANCIAL SERVICES	05/28/2015	330.34
62486	YANG, MAO	05/28/2015	40.00
62487	YOGA DEVOTION LLC	05/28/2015	540.00
62488	YOUTH ENRICHMENT LEAGUE	05/28/2015	2,870.00
62489	ZAPPA'S SPORTING GOODS	05/28/2015	515.00

346	Computer	Check(s) For a Total of	970,478.51
-----	----------	-------------------------	------------

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	346	Computer	Checks For a Total of	970,478.51
Total For	346	Manual, Wire Tran, ACH & Computer Checks		970,478.51
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		970,478.51

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: **June 8, 2015**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$1,000 for High School Boys' and Girls' Track Team	White Bear Lake Lions Club	White Bear Lake Area High School
\$100 for Media Center	White Bear Lake Lions Club	Birch Lake Elementary
\$250 for Courage Retreat	White Bear Lake Lions Club	Central Middle School
\$1,087 for Homework Club	Lincoln PTA	Lincoln Elementary School
\$1,483 for Homework Club	Lincoln PTA	Lincoln Elementary School
\$133.50 for transportation to Minneapolis Institute of Art	Willow Lane Elementary PTO	Willow Lane Elementary School
\$300 for Wellness Celebration	MidAmerica Administrative & Retirement	White Bear Lake Area School District
\$500 for Hong DeChoy Li Fut	Lincoln School PTO	Lincoln Elementary School
\$1,600	TRUIST	White Bear Lake Area School District
\$500 for Youth Recreation Program	Mark and Lora Bullert	Community Services
\$6,230	See attached list	Community Services Senior Program

RECOMMENDATION: Accept donations.

Community Services & Recreation - Donations to Senior Programming - Feb 2015 - April 2015

All Senior Programs		
Redeemer Lutheran Church Holiday Fair	\$425.00	All Senior Programs
Margaret Seibel	\$30.00	All Senior Programs
Mary Jo Henseler	\$25.00	All Senior Programs
Louis Mae Gurney & Kathleen Mae Cannons	\$25.00	All Senior Programs
Lois Schoenthaler	\$30.00	All Senior Programs
Keith Smelser	\$25.00	All Senior Programs
John and Sandra Sutter	\$100.00	All Senior Programs
Marc Zastera	\$25.00	All Senior Programs
Robert And Diane Coderre	\$100.00	All Senior Programs
John Fortier	\$50.00	All Senior Programs
Clarence Larson	\$20.00	All Senior Programs
Leslie Lundmark	\$25.00	All Senior Programs
Margaret Jones	\$50.00	All Senior Programs
Ken & Delpha Close	\$30.00	All Senior Programs
Shirley Lockbeam	\$60.00	Meals on Wheels
Linda A. Wolf	\$100.00	Meals on Wheels
Gail Hansen	\$30.00	Meals on Wheels
Mary Vatne	\$50.00	Meals on Wheels
Shirley Lockbeam	\$60.00	Meals on Wheels
3M Foundation	\$500.00	Meals on Wheels
Karen and Donald Forside	\$50.00	Meals on Wheels
Roy D. Christensen, Sr.	\$250.00	Meals on Wheels & Senior Programs
Lary and Sherie Dawson	\$25.00	Senior Center
Carol Urbane	\$20.00	Transportation
Ken & Bernice Peterson	\$100.00	Transportation
Albert & Lenora Debrunn	\$25.00	Lionmobile
Michael Voss	\$200.00	Lionmobile
White Bear Lake Lions Club	\$1,900.00	Lionmobile, Center General, LionsHelp
White Bear Lake Lions Club	\$1,900.00	Lionmobile, Elder Resource Specialists, LionsHELP
Total Donations	\$6,230.00	

AGENDA ITEM: Field Trip Request

MEETING DATE: June 8, 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 trips are being presented by the administration to the School Board for approval.

Date of Trip and Destination	Requesting Staff Member	Grade/ Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
June 29 – July 2, 2015 Audubon Center, Sandstone, MN	Laura Watters and Mike Hamernick	ALC	0	12	\$40 per student. Donations plus student activity account.	Bus	Students will learn about the natural world to form a connection and commitment to the environment through experiential learning.
March 17 - 25, 2016 Week Without Walls Costa Rica	Lindsay Lamwers and David Lamwers	Central and Sunrise Middle Schools	2	32	Cost per student: \$2,393 Working to secure funding to ensure that any student regardless of economic status will have the opportunity to participate.	Airplane and bus.	To create global experiences and relationships to further understand world connections. To increase the international mindedness of White Bear Lake middle school students and teachers through travel and first-hand experiences while building upon the I.B. learner profile traits.

Recommendation: The administration recommends the School Board to approve these field trips.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION – CLASSIFIED STAFF
--

ALYSSA BOESE – Program Assistant Leader, Matoska International
Employed by District 624 since 11/11/2014
Effective Date: 06/05/2015

DAVID BYSTROM – Custodian, High School – North Campus
Employed by District 624 since 12/19/2011
Effective Date: 05/07/2015

ROBERT CORDELL – Bus Driver – Bus Garage
Employed by District 624 since 09/02/2014
Effective Date: 05/13/2015

AMBER FORTIER – Nurse Paraprofessional, Birch Lake Elementary
Employed by District 624 since 10/08/2012
Effective Date: 06/05/2015

MITCHELL GONSOSKI – Custodian, High School – North Campus
Employed by District 624 since 03/23/2015
Effective Date: 05/29/2015

NICHOLAS GRUDEM – Pupil Support Assistant, Lakeaires Elementary
Employed by District 624 since 09/25/2014
Effective Date: 06/05/2015

CAITLIN KEESE – Regular Part Time Cook, High School – South Campus
Employed by District 624 since 11/11/2013
Effective Date: 06/05/2015

ABIGAIL LOPEZ – Pupil Support Assistant, Matoska International
Employed by District 624 since 09/03/2013
Effective Date: 08/01/2015

RISA MALMSTEDT – Program Assistant Leader, Otter Lake Elementary
Employed by District 624 since 09/03/2014
Effective Date: 05/22/2015

KATIE MASLOWSKI – Program Assistant Leader, Matoska International
Employed by District 624 since 09/01/2014
Effective Date: 06/05/2015

SARA MURRAY – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 11/18/2014
Effective Date: 06/05/2015

DIANE OLMSTEAD – Part Time Cook, Matoska International
Employed by District 624 since 01/20/2011
Effective Date: 06/05/2015

RESIGNATIONS/TERMINATION – NON-AFFILIATED STAFF

LINDA ANDERT – Transportation Coordinator – District Center
Employed by District 624 since 05/01/2015
Effective Date: 05/22/2015

RESIGNATION/TERMINATION – CERTIFIED STAFF

KRISTINE FISCHBACH – Grade 3 Teacher, Matoska International
Employed by District 624 since 08/24/2006
Effective Date: 06/08/2015

PEI HUANG – Chinese Teacher, Central & Sunrise Park Middle School
Employed by District 624 since 08/21/2013
Effective Date: 06/08/2015

SHAWNA TRAVER – Grade 3 Teacher, Lincoln Elementary
Employed by District 624 since 08/24/2011
Effective Date: 06/08/2015

RETIREMENT – CERTIFIED STAFF

JUDITH BIDDLE – Grade 4 Teacher, Oneka Elementary
Employed by District 624 since 08/27/1990
Effective Date: 06/08/2015

NANCY KIRSCH-HIGGS – Special Education Teacher, Birch Lake Elementary
Employed by District 624 since 08/27/1992
Effective Date: 06/08/2015

FULL – TIME LEAVE REQUEST – CLASSIFIED STAFF

KARLA MUNDELL – Custodian, Otter Lake Elementary
Employed by District 624 since 05/16/2005
Effective Date: December 17, 2014 through June 30, 2015

KATHLEEN SWOBODA – Pupil Support Assistant, Central Middle School
Employed by District 624 since 09/05/2000
Effective Date: 2015 – 2016 School Year

PART – TIME LEAVE REQUEST – CERTIFIED STAFF

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

SUZANNE SHEARON – Speech Language Pathologist, Willow Lane Elementary
.40 Leave (.60 position)
Effective Date: 2015-2016 School Year

FULL – TIME LEAVE REQUEST – CERTIFIED STAFF
--

LORI FELTON – Grade 5 Teacher, Matoska International
First Year General Leave Request
Effective Date: 2015-2016 School Year

MICHELLE SHELP – Physical Education Teacher, High School – South Campus
First Year General Leave Request
Effective Date: 2015-2016 School Year

NEW PERSONNEL – CLASSIFIED STAFF

MARY FLEMING – Part Time Cook, Central Middle School
\$13.94 / hr., 3.5 hrs. / 21 days \$1,024.59
Effective Date: 05/08/2015

MEGAN FROST – Administrative Assistant - Principal, Willow Lane Elementary
\$17.79 / hr., 8.0 hrs. / 206 days \$29,317.92
Effective Date: 08/17/2015

NEW PERSONNEL – CERTIFIED STAFF
--

KATHRYN ALTHOF – Band Teacher, Sunrise Park Middle
BA, Step 3 \$40,876.00
Effective Date: 2015 – 2016 School Year

HEIDI ANDERSON – Grade 5 Teacher, Matoska International
BA+15, Step 3 \$41,867.00
Effective Date: 2015 – 2016 School Year

BARBARA BASSE – Grade 3 Teacher, Willow Lane Elementary
ED Specialist, Step 13 \$79,740.00
Effective Date: 2015 – 2016 School Year

KARIN HOGEN – Language Arts Teacher, Central Middle School
MA+45, Step 6 \$54,869.00
Effective Date: 2015 – 2016 School Year

KARI LEIBEL – .8 Mathematics Teacher, Sunrise Park Middle & High School - North Campus
BA, Step 1 \$31,420.00
Effective Date: 2015 – 2016 School Year

LAURA LINZMEIER – Mathematics Teacher, Central Middle School
BA, Step 1 \$39,275.00
Effective Date: 2015 – 2016 School Year

HEATHER KAY – Special Education Teacher, High School - North Campus
ED SPEC, Step 10 \$66,399.00
Effective Date: 2015 – 2016 School Year

KAYTE KOEHLER – FACS Teacher, Central Middle & High School - North Campus
BA, Step 1 \$39,275.00
Effective Date: 2015 – 2016 School Year

TIMOTHY LARSON – Science Teacher, Central Middle School
MA, Step 9 \$57,984.00
Effective Date: 2015 – 2016 School Year

MARY MANDERS – School Psychologist, Matoska International
MA+30, Step 6 \$53,713.00
Effective Date: 2015 – 2016 School Year

NICHOLAS MASON – .9 Band Teacher, Central Middle School
BA, Step 1 \$35,347.50
Effective Date: 2015 – 2016 School Year

MANDIRA RANDALL – .95 Science & Technology Education Teacher, Sunrise Park Middle School
BA+30, Step 1 \$38,959.50
Effective Date: 2015 – 2016 School Year

TRACI ROUNDS – .60 Social Worker, Vadnais Heights Elementary & Sunrise Park Middle School
BA+30, Step 1 \$38,959.50
Effective Date: 2015 – 2016 School Year

KYRA SCANLAN – Grade 5 Teacher, Matoska International
BA, Step 4 \$42,345.00
Effective Date: 2015 – 2016 School Year

DAWNDRA THOMPSON – Grade 5 Teacher, Matoska International
BA+15, Step 3 \$41,867.00
Effective Date: 2015 – 2016 School Year

ALYSSA WEBER – Mathematics Teacher, Central Middle School
BA, Step 1 \$39,275
Effective Date: 2015 – 2016 School Year

SUSAN WEBER – ECSE Teacher, Normandy Park
MA, Step 13 \$70,685
Effective Date: 2015 – 2016 School Year

NEW LONG TERM SUBSTITUTE – CERTIFIED STAFF

KELLY KNUTSON – .8 Business Education Teacher, High School – South Campus
BA+45, Step 5 \$37,716.80
Effective Date: August 24, 2015 through June 10, 2016

SUSAN WEBER – ECSE Teacher, Normandy Park
MA, Step 13 \$5,100.97 (Pro-rated on \$70,685)
Effective Date: May 15, 2015 through June 30, 2015

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

AGENDA ITEM: Partnership with Century College

MEETING DATE: June 8, 2015

SUGGESTED DISPOSITION: Information Item

CONTACT PERSON: Sara Paul, Assistant Superintendent

Background:

Overview

We are pleased to announce a new stage of our partnership between WBLAHS and Century College. Students who enroll in one of our new high school course offerings, Critical Reading or Algebra 3, will have the opportunity to earn credit at both Century College and White Bear Lake Area High School. Sara Paul and Michael Berndt will be available to answer questions and share excitement about this new stage of the partnership between WBLAHS and Century College and how it helps fulfill the equity promises each of our organizations are making to the students and families we serve.

What does the national data suggest about the Gap Between Enrolling in College and Being Ready for College?

Every year in the United States, nearly 60% of first-year college students discover that, despite being fully eligible to attend college, they are not ready for postsecondary studies. After enrolling, these students learn that they must take remedial courses in English or mathematics, which do not earn college credits. In two-year colleges, eligibility for enrollment typically requires only a high school diploma or equivalency. About one-quarter of incoming students to these institutions are fully prepared for college-level studies. The remaining 75% need remedial work in English, mathematics, or both.
http://www.highereducation.org/reports/college_readiness/gap.shtml

What has been the focus of the partnership and what is the ultimate goal of this partnership?

White Bear Lake Area Schools and Century College have been in partnership over the last several years to align course content to meet the needs of our students. Approximately one-fifth of WBLAHS graduates attend Century College. In 2008, 7 out of 10 WBLAHS students attending Century College required remedial coursework. Through our partnership, more WBLAHS students (5 out of 10) are prepare to start at Century College in college credit earning courses. Over the next two years, we expect a dramatic reduction in the number of students who need remedial courses. Our near term goal is for all WBLAS graduates to be able to enroll in college credit earning courses without remediation.

What are the new course offerings?

For the 2015-16 school year, WBLAHS and Century College are offering two new courses in Math and Reading to increase college and career readiness. Students completing these courses with a grade of C or better will receive concurrent credit from Century College and WBLAHS. The courses will be on students' WBLAHS transcript and their Century College transcript. Along with the academic benefits, students will maximize their college resources by using funds for college credit earning courses.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **June 8, 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: School Board Meeting Dates for 2015-16

MEETING DATE: June 8, 2015

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON: Janet Newberg, School Board Chair
Dr. Michael Lovett, Superintendent

Background:

The White Bear Lake Area School Board holds their regular School Board meeting on the second Monday of the month, and work-study sessions on the fourth Monday of the month except during the months of December, June, and July when there is no work-study session scheduled.

The District includes the Board meeting dates in the School Year Activities Calendar, which is mailed to parents/guardians during the first week of September.

The administration is recommending the School Board review the official School Board meeting dates for 2015-16, and take action at the July meeting.

**Proposed
2015 - 2016
WHITE BEAR LAKE AREA SCHOOL BOARD
MEETING SCHEDULE
Community Room 112
District Center, 4855 Bloom Avenue, White Bear Lake**

Date	Meeting Type	Time	Location
Monday, July 13, 2015	Board Retreat	2:00 p.m.	District Center – Room 201
Monday, July 13, 2015	Regular	7:00 p.m.	District Center – Room 112
Monday, August 10, 2015	Regular	7:00 p.m.	District Center – Room 112
Monday, August 24, 2015	Work-Study	5:30 p.m.	District Center – Room 112
Monday, September 14, 2015	Regular	7:00 p.m.	District Center – Room 112
Monday, September 28, 2015	Work-Study	5:30 p.m.	District Center – Room 112
Monday, October 12, 2015	Regular	7:00 p.m.	District Center – Room 112
Monday, October 26, 2015	Work-Study	5:30 p.m.	District Center – Room 112
Monday, November 9, 2015	Regular	7:00 p.m.	District Center – Room 112
Monday, November 23, 2015	Work-Study	5:30 p.m.	District Center – Room 112
Monday, December 14, 2015	Regular	7:00 p.m.	District Center – Room 112
Monday, January 11, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, January 25, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, February 8, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, February 22, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, March 14, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, March 28, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, April 11, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, April 25, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, May 9, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, May 23, 2016	Work-study	5:30 p.m.	District Center – Room 112
Monday, June 13, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, July 11, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, August 8, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, August 22, 2016	Work-study	5:30 p.m.	District Center – Room 112

AGENDA ITEM: Presentation on Proposed Budget for 2015-16

MEETING DATE: June 8, 2015

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON: Dr. Wayne Kazmierczak, Director of Finance and Operations

Background:

Dr. Wayne Kazmierczak will provide background information on the 2015-16 budget.

ISD624.ORG

Fiscal Year 2016 Preliminary Budget

School Board Meeting
June 8, 2015

WHITE BEAR LAKE AREA SCHOOLS



2015 Legislative Session Impact

General Education Revenue

– Formula Allowance

- Assumed 2.0% (up \$117 to \$5,948) increase in FY16 based on agreement between Governor Dayton, the Senate and the House (will gain approval in special session)

– Other Categories

- Several other revenue categories will be impacted by the 2015 legislative session; those changes will be considered for the mid-year budget adjustment.



General Fund Budget (Fund 1, 3, 5)

Preliminary FY16

- Revenue: \$99.65 million total (\$97.85 million General Education revenue plus \$1.8 million Other Sources)
- Expenses: \$99.58 million total
- Revenue projected to exceed expenses by \$67,000
 - May 2015 work-study meeting showed that expenditures were expected to exceed revenues by \$702,000
 - Formula allowance assumption changed from 1.5% to 2.0%
 - Special education revenue from FY14 was adjusted based on auditor recommendation, base year assumption increased
 - Special education revenue calculation is changing and will likely result in \$500,000-\$1,000,000 of additional revenue in FY16; will be discussed as part of mid-year budget adjustment



General Fund Budget (Fund 1, 3, 5)

Projected FY17

- Revenue: \$100.28 million total (\$99.43 million General Education revenue plus \$850,000 Other Sources)
- Expenses: \$100.62 million total
- Expenses projected to exceed revenue by approximately (\$334,000)

Projected FY18

- Revenue: \$101.03 million total (\$100.83 million General Education revenue plus \$200,000 Other Sources)
- Expenses: \$103.07 million total
- Expenses projected to exceed revenue by approximately (\$2.03 million)



Food Services Budget (Fund 2)

Revenues

- Meal prices unchanged for 2015-2016
 - \$2.55 elementary lunch, \$2.90 secondary lunch, \$3.90 adult lunch, \$1.65 student breakfast, \$1.85 adult breakfast

Expenses

- Food prices continue to rise at a 3-5% rate
- Continued planning for equipment upgrades

Overall Budget

- Preliminary budget indicates that revenues will exceed expenses by approximately \$85,604



Community Services Budget (Fund 4)

Revenues

- \$4,800,963 plus General Fund transfer \$175,000

Expenditures

- \$4,975,515

Overall Budget

- Preliminary budget indicates that revenues will exceed expenses by approximately \$448



Debt Service Budget (Fund 7 & Fund 47)

Building Construction (Fund 7)

- Follows amortization schedule established at issuance

Other Post Employment Benefits (OPEB) Debt Service (Fund 47)

- Follows amortization schedule established at issuance



Budget Planning

Key Milestones in 2015-2016 (FY16)

- Preliminary levy approval in September 2015
- Auditor presentation of FY15 audit in October or November 2015
- Final levy certification in December 2015
- Health insurance renewal January 1, 2016
- Revised FY16 budget presented mid-year (January 2016)
- Projected FY17, FY18 & FY19 budgets refined and presented in January 2016



Board Action

Board action recommended on budget as presented

E. OPERATIONAL ITEMS

AGENDA ITEM: **Approval of Fiscal Year 2016 Preliminary Budget**
MEETING DATE: **June 8, 2015**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Director of Finance and Operations**

BACKGROUND:

Attached please find the District's Fiscal Year 2016 Preliminary Budget that will be presented for approval at the June 8, 2015 School Board meeting. The following is a summary of the preliminary budget:

	Beginning Fund Balance	Revenues and Other Sources	Expenditures	Ending Fund Balance
General Fund (01, 03, 05)	14,018,367	99,645,172	99,578,009	14,085,530
Food Service Fund (02)	321,977	4,424,632	4,339,028	407,581
Community Service Fund (04)	1,156,827	4,975,963	4,975,515	1,157,275
Debt Service (07)	1,493,000	5,270,500	5,353,746	1,409,754
Other Post Employment Benefits Debt Service (47)	611,522	5,826,948	5,532,175	906,295

RECOMMENDATION:

Suggested Resolution: Move to approve the fiscal year 2016 budget as presented.

**PRELIMINARY
FISCAL YEAR 2015-2016 BUDGET**



**INDEPENDENT SCHOOL DISTRICT 624
WHITE BEAR LAKE AREA SCHOOLS**

JUNE 8, 2015

White Bear Lake Area Schools
Preliminary FY16 and Projected FY17, FY18 & FY19 Budgets

	Actual 2013	Actual 2014	Revised 2015	Preliminary 2016	Projected 2017	Projected 2018	Projected 2019
General Fund							
Revenue							
Local sources							
Property taxes	\$ 21,280,073	\$ 12,956,296	\$ 23,516,362	\$ 23,772,000	\$ 24,000,000	\$ 24,500,000	\$ 24,750,000
Investment earnings	21,332	20,131	15,000	20,000	20,000	20,000	20,000
Other	1,198,099	1,601,805	1,650,723	1,700,000	1,700,000	1,700,000	1,700,000
State sources	52,560,756	63,533,412	57,921,919	59,080,609	60,262,257	60,864,935	61,473,584
Special Education	8,585,319	9,066,468	9,470,901	10,260,000	10,465,200	10,674,504	10,887,994
Federal sources	2,798,778	2,844,272	2,822,068	3,012,563	2,984,531	3,074,068	3,163,798
Total revenue	86,444,357	90,022,384	95,396,973	97,845,172	99,431,988	100,833,507	101,995,376
Expenditures							
Current							
Administration	4,015,982	4,360,452	4,418,582	4,527,124	4,630,338	4,769,243	4,909,306
District support services	2,193,489	1,642,913	1,648,481	1,683,720	1,719,745	1,771,339	1,818,876
Elementary and secondary regular instruction	39,629,298	41,901,372	43,593,870	45,400,110	45,947,848	46,937,636	48,312,498
Vocational education instruction	816,566	827,110	872,552	875,810	914,365	941,794	966,202
Special education instruction	18,408,949	18,603,528	18,769,682	19,724,881	20,078,548	20,680,909	21,306,530
Instructional support services	4,478,937	5,682,729	7,579,618	7,579,327	7,901,796	8,138,843	8,356,573
Pupil support services	2,743,672	2,867,753	3,935,016	4,034,880	4,128,422	4,252,284	4,376,280
Transportation	5,231,629	4,937,462	5,279,364	4,941,250	5,091,808	5,414,566	5,540,297
Sites and buildings	13,539,510	16,559,644	15,544,580	9,358,127	8,842,672	8,789,954	9,006,715
Fiscal and other fixed cost programs	366,519	383,556	278,000	283,560	289,231	297,908	303,866
Debt service							
Principal	134,839	293,817	499,918	734,130	664,080	690,180	717,120
Interest and fiscal charges	16,077	142,506	483,475	435,090	406,880	381,000	353,840
Total expenditures	91,575,467	98,202,842	102,903,138	99,578,009	100,615,733	103,065,656	105,968,103
Excess (deficiency) of revenue over expenditures	(5,131,110)	(8,180,458)	(7,506,165)	(1,732,837)	(1,183,745)	(2,232,149)	(3,972,727)
Other financing sources (uses)							
District Reserves							
Assigned for Secondary Facilities			1,500,000	1,125,000	250,000		
Assigned for Construction			600,000	100,000	250,000	200,000	200,000
Assigned for Carryovers			475,213	500,000	250,000	125,000	125,000
Assigned for Strategic Priorities				250,000	250,000		
Capital lease issued	3,900,000	8,000,000					
Lease Levy Reimbursements			5,400,000				
Alternative Facilities Contribution			531,676				
Proceeds from sale of assets	9,850	630					
Prior Period Adjustment	-	10,405,920					
Transfer to Community Service Fund	(388,000)	(388,000)	(250,000)	(175,000)	(150,000)	(125,000)	-
Total other financing sources (uses)	3,521,850	18,018,550	8,256,889	1,800,000	850,000	200,000	325,000
Net change in fund balances	(1,609,260)	9,838,092	750,724	67,163	(333,745)	(2,032,149)	(3,647,727)
Fund balances							
Beginning of year	20,138,708	18,529,448	28,367,540	29,118,264	29,185,427	28,851,682	26,819,533
Ending Fund Balance (Assigned and Unassigned)	\$ 18,529,448	\$ 28,367,540	\$ 29,118,264	\$ 29,185,427	\$ 28,851,682	\$ 26,819,533	\$ 23,171,806
Ending Fund Balance (Unassigned)	\$ 7,295,063	\$ 12,888,284	\$ 14,018,367	\$ 14,085,530	\$ 13,751,785	\$ 11,719,636	\$ 8,071,909
Ending Fund Balance (Unassigned as percentage of expenditures)	8.0%	13.1%	13.6%	14.1%	13.7%	11.4%	7.6%
Nutritional Services							
Revenues	4,060,843	4,204,291	4,275,452	4,424,632	4,468,878	4,513,567	4,558,703
Expenditures	4,098,121	4,205,461	4,223,572	4,339,028	4,465,809	4,595,125	4,727,027
Excess (deficiency) of revenue over expenditures	(37,278)	(1,170)	51,880	85,604	3,070	(81,558)	(168,324)
Ending Fund Balance	271,267	270,097	321,977	407,581	410,651	329,093	160,769
Ending Fund Balance (as percentage of expenditures)	6.6%	6.4%	7.6%	9.4%	9.2%	7.2%	3.4%
Community Services							
Revenues	5,097,513	4,621,755	4,753,044	4,800,963	4,896,982	4,994,922	5,094,820
General Fund Transfer	388,000	388,000	250,000	175,000	150,000	125,000	
Expenditures	5,443,742	4,445,004	4,717,907	4,975,515	5,075,025	5,176,526	5,280,056
Excess (deficiency) of revenue over expenditures	41,771	564,751	285,137	448	(28,043)	(56,604)	(185,236)
Ending Fund Balance	\$ 306,939	\$ 871,690	\$ 1,156,827	\$ 1,157,275	\$ 1,129,232	\$ 1,072,628	\$ 887,392
Ending Fund Balance (as percentage of expenditures)	5.6%	19.6%	24.5%	23.3%	22.3%	20.7%	16.8%

**White Bear Lake Area Schools
Detail Revenues and Expenditures
General Fund**

	Actual 2013	Actual 2014	Revised 2015 Budget	Preliminary 2016 Budget	Projected 2017 Budget	Projected 2018 Budget	Projected 2019 Budget
Revenue							
Local sources							
Property taxes	\$ 21,280,073	\$ 12,956,296	\$ 23,516,362	\$ 23,772,000	\$ 24,000,000	\$ 24,500,000	\$ 24,750,000
Investment earnings	21,332	20,131	15,000	20,000	20,000	20,000	20,000
Other	1,198,099	1,601,805	1,650,723	1,700,000	1,700,000	1,700,000	1,700,000
State sources	52,560,756	63,533,412	57,921,919	59,080,609	60,262,257	60,864,935	61,473,584
Special Education	8,585,319	9,066,468	9,470,901	10,260,000	10,465,200	10,674,504	10,887,994
Federal sources	2,798,778	2,844,272	2,822,068	3,012,563	2,984,531	3,074,068	3,163,798
Total revenue	86,444,357	90,022,384	95,396,973	97,845,172	99,431,988	100,833,507	101,995,376
Expenditures							
Current							
Administration							
Salaries	2,834,886	3,098,410	3,061,963	3,123,561	3,186,031	3,281,613	3,380,061
Employee benefits	914,618	1,001,674	1,074,979	1,118,347	1,151,987	1,186,550	1,222,148
Purchased services	175,530	175,651	181,130	183,376	188,447	194,093	197,973
Supplies and materials	43,220	28,676	34,010	34,010	34,690	35,731	36,447
Other expenditures	47,728	56,041	66,500	67,830	69,183	71,256	72,677
Total administration	4,015,982	4,360,452	4,418,582	4,527,124	4,630,338	4,769,243	4,909,306
District support services							
Salaries	1,222,037	795,562	806,263	822,389	838,837	864,003	889,923
Employee benefits	448,275	289,785	317,451	328,473	337,394	347,518	357,942
Purchased services	394,825	466,211	426,560	435,091	443,792	457,104	466,242
Supplies and materials	49,803	59,936	67,677	67,677	69,030	71,102	72,525
Capital expenditures	39,665	5,250	1,030	—	—	—	—
Other expenditures	38,884	26,169	29,500	30,090	30,692	31,612	32,244
Total district support services	2,193,489	1,642,913	1,648,481	1,683,720	1,719,745	1,771,339	1,818,876
Elementary and secondary regular instruction							
Salaries	27,112,501	28,505,825	29,949,387	30,831,245	31,586,964	32,277,070	33,245,390
Employee benefits	9,249,202	9,880,518	10,343,874	10,785,386	11,093,488	11,427,783	11,772,159
Purchased services	1,947,541	2,235,811	1,646,221	1,600,579	1,702,859	1,753,945	1,789,022
Supplies and materials	1,086,106	1,087,560	1,212,897	1,762,231	1,109,140	1,009,777	1,027,487
Capital expenditures	214,181	171,693	264,922	231,000	270,220	278,329	283,894
Other expenditures	19,767	19,965	176,569	189,669	185,177	190,732	194,546
Total elementary and secondary regular instruction	39,629,298	41,901,372	43,593,870	45,400,110	45,947,848	46,937,636	48,312,498
Vocational education instruction							
Salaries	384,726	326,692	360,260	368,254	376,425	387,718	399,349
Employee benefits	158,238	136,542	152,740	159,382	164,425	169,357	174,440
Purchased services	248,100	340,954	332,000	338,640	345,412	355,774	362,889
Supplies and materials	25,502	22,922	27,552	9,534	28,103	28,945	29,524
Capital expenditures	—	—	—	—	—	—	—
Other expenditures	—	—	—	—	—	—	—
Total vocational education instruction	816,566	827,110	872,552	875,810	914,365	941,794	966,202
Special education instruction							
Salaries	12,392,306	12,518,354	12,774,825	13,153,345	13,323,657	13,723,372	14,135,074
Employee benefits	4,969,267	5,156,238	5,024,979	5,622,722	5,757,750	5,930,487	6,123,872
Purchased services	807,543	641,929	674,000	681,564	695,192	716,043	730,359
Supplies and materials	158,633	203,240	203,378	194,600	207,446	213,669	217,941
Capital expenditures	78,900	81,677	85,000	65,000	86,700	89,301	91,086
Other expenditures	2,300	2,090	7,500	7,650	7,803	8,037	8,198
Total special education instruction	18,408,949	18,603,528	18,769,682	19,724,881	20,078,548	20,680,909	21,306,530
Instructional support services							
Salaries	2,801,304	3,381,605	3,753,884	3,828,959	3,905,538	4,022,699	4,143,383
Employee benefits	917,575	1,126,055	1,332,701	1,386,975	1,429,129	1,472,005	1,516,173
Purchased services	257,720	246,372	325,427	342,135	338,570	348,726	355,699
Supplies and materials	127,847	64,922	110,005	60,918	112,207	115,569	117,883
Capital expenditures	374,456	863,585	1,546,601	1,439,120	1,584,708	1,632,251	1,664,891
Other expenditures	35	190	511,000	521,220	531,644	547,593	558,544
Total instructional support service	4,478,937	5,682,729	7,579,618	7,579,327	7,901,796	8,138,843	8,356,573

	Actual 2013	Actual 2014	Revised 2015 Budget	Preliminary 2016 Budget	Projected 2017 Budget	Projected 2018 Budget	Projected 2019 Budget
Pupil support services							
Salaries	1,954,207	2,048,985	2,623,659	2,676,353	2,730,108	2,812,015	2,896,377
Employee benefits	767,062	801,332	976,452	1,018,436	1,050,506	1,082,030	1,114,492
Purchased services	872	—	59,760	60,955	62,174	64,040	65,320
Supplies and materials	21,531	17,439	30,735	29,838	31,350	32,286	32,940
Capital expenditures	—	—	—	—	—	—	—
Other expenditures	—	—	244,410	249,298	254,284	261,913	267,151
Total pupil support services	2,743,672	2,867,756	3,935,016	4,034,880	4,128,422	4,252,284	4,376,280
Transportation							
Salaries	1,305,374	1,192,172	1,291,950	1,546,993	1,590,511	1,638,227	1,687,374
Employee benefits	397,182	345,160	387,634	442,681	490,910	505,636	520,806
Purchased services	2,302,430	2,747,879	2,811,780	2,330,576	2,377,187	2,424,729	2,473,223
Supplies and materials	807,147	651,845	777,000	610,000	622,200	634,644	647,337
Capital expenditures	419,496	403	10,000	10,000	10,000	210,300	210,506
Other expenditures	—	—	1,000	1,000	1,000	1,030	1,051
Total transportation	5,231,629	4,937,459	5,279,364	4,941,250	5,091,808	5,414,566	5,540,297
Sites and buildings							
Salaries	2,955,365	2,941,905	3,011,228	3,071,453	3,132,878	3,226,865	3,323,667
Employee benefits	1,093,536	1,078,001	1,134,784	1,191,875	1,234,004	1,271,024	1,309,156
Purchased services	2,759,755	2,955,188	2,968,602	2,863,069	2,918,327	3,002,877	3,062,924
Supplies and materials	822,215	824,198	1,344,393	869,180	876,362	902,654	920,704
Capital expenditures	5,904,240	8,758,167	7,083,073	1,360,000	678,500	383,855	387,531
Other expenditures	4,399	2,185	2,500	2,550	2,601	2,679	2,733
Total sites and buildings	13,539,510	16,559,644	15,544,580	9,358,127	8,842,672	8,789,954	9,006,715
Fiscal and other fixed cost programs							
Purchased services	366,519	383,556	278,000	283,560	289,231	297,908	303,866
Debt service							
Principal	134,839	293,817	499,918	734,130	664,080	690,180	717,120
Interest and fiscal charges	16,077	142,506	483,475	435,090	406,880	381,000	353,840
Total debt service	150,916	436,323	983,393	1,169,220	1,070,960	1,071,180	1,070,960
Total expenditures	91,575,467	98,202,842	102,903,138	99,578,009	100,615,733	103,065,656	105,968,103
Excess (deficiency) of revenue over expenditures	(5,131,110)	(8,180,458)	(7,506,165)	(1,732,837)	(1,183,745)	(2,232,149)	(3,972,727)
Other financing sources (uses)							
District Reserves							
Assigned for Secondary Facilities			1,500,000	1,125,000	250,000		
Assigned for Construction			600,000	100,000	250,000	200,000	200,000
Assigned for Carryovers			475,213	500,000	250,000	125,000	125,000
Assigned for Strategic Priorities				250,000	250,000		
Capital lease issued	3,900,000	8,000,000					
Lease Levy Reimbursement			5,400,000				
Alternative Facilities Contribution			531,676				
Issuance of Debt							
Proceeds from sale of assets	9,850	630					
Transfers (out)	(388,000)	(388,000)	(250,000)	(175,000)	(150,000)	(125,000)	
Total other financing sources (uses):	3,521,850	7,612,630	8,256,889	1,800,000	850,000	200,000	325,000
Net change in fund balances	(1,609,260)	(567,828)	750,724	67,163	(333,745)	(2,032,149)	(3,647,727)
Fund balances							
Beginning of year	20,138,708	18,529,448	28,367,540	29,118,264	29,185,427	28,851,682	26,819,533
Prior period adjustment		10,405,920					
End of year	\$ 18,529,448	\$ 28,367,540	\$ 29,118,264	\$ 29,185,427	\$ 28,851,682	\$ 26,819,533	\$ 23,171,806

White Bear Lake Area Schools
Detail Revenues and Expenditures
Nutritional Services

	Actual 2013	Actual 2014	Revised 2015 Budget	Preliminary 2016 Budget	Projected 2017 Budget	Projected 2018 Budget	Projected 2019 Budget
Revenue							
Local sources							
Investment earnings	80	99	—	100	101	102	103
Other - primarily meal sales	2,342,824	2,389,877	2,447,260	2,548,650	2,574,137	2,599,878	2,625,877
State sources	149,167	150,656	145,500	156,000	157,560	159,136	160,727
Federal sources	1,568,772	1,663,659	1,682,692	1,719,882	1,737,081	1,754,452	1,771,996
Total revenue	4,060,843	4,204,291	4,275,452	4,424,632	4,468,878	4,513,567	4,558,703
Expenditures							
Current							
Salaries	1,249,208	1,305,797	1,311,314	1,497,822	1,527,778	1,558,334	1,589,501
Employee benefits	341,629	369,666	354,543	446,825	455,762	464,877	474,174
Purchased services	413,756	440,787	349,305	325,361	331,868	338,506	345,276
Supplies and materials	1,975,875	2,009,007	2,074,544	1,940,157	1,978,960	2,018,539	2,058,910
Other expenditures	7,364	4,138	4,382	7,137	7,280	7,425	7,574
Capital Outlay	110,289	76,066	129,484	121,726	164,161	207,444	251,593
Total expenditures	4,098,121	4,205,461	4,223,572	4,339,028	4,465,809	4,595,125	4,727,027
Net change in fund balance	(37,278)	(1,170)	51,880	85,604	3,070	(81,558)	(168,324)
Fund balances							
Beginning of year	308,545	271,267	270,097	321,977	407,581	410,651	329,093
End of year	\$ 271,267	\$ 270,097	\$ 321,977	\$ 407,581	\$ 410,651	\$ 329,093	\$ 160,769

White Bear Lake Area Schools
Detail Revenues and Expenditures
Community Services

	Actual 2013	Actual 2014	Revised 2015 Budget	Preliminary 2016 Budget	Projected 2017 Budget	Projected 2018 Budget	Projected 2019 Budget
Revenue							
Local sources							
Property Taxes	1,104,680	559,095	1,017,398	1,050,963	1,071,982	1,093,422	1,115,290
Investment earnings	42	74	—	—	—	—	—
Other - primarily tuition and fees	3,649,837	3,124,923	3,235,200	3,250,000	3,315,000	3,381,300	3,448,926
State sources	342,954	937,663	500,446	500,000	510,000	520,200	530,604
Federal sources	—	—	—	—	—	—	—
Total revenue	5,097,513	4,621,755	4,753,044	4,800,963	4,896,982	4,994,922	5,094,820
Expenditures							
Current							
Salaries	3,334,643	2,637,645	2,821,173	3,027,597	3,088,149	3,149,912	3,212,910
Employee benefits	1,036,943	760,455	798,721	835,392	852,100	869,142	886,525
Purchased services	722,878	699,876	725,630	740,143	754,946	770,045	785,446
Supplies and materials	324,889	313,938	338,023	338,023	344,783	351,679	358,713
Other expenditures	7,501	6,603	19,500	19,500	19,890	20,288	20,694
Capital Outlay	16,888	26,487	14,860	14,860	15,157	15,460	15,770
Total expenditures	5,443,742	4,445,004	4,717,907	4,975,515	5,075,025	5,176,526	5,280,056
Net change in fund balance	(346,229)	176,751	35,137	(174,552)	(178,043)	(181,604)	(185,236)
Fund balances							
Beginning of year	265,168	306,939	871,690	1,156,827	1,157,275	1,129,232	1,072,628
Transfers In	388,000	388,000	250,000	175,000	150,000	125,000	—
End of year	\$ 306,939	\$ 871,690	\$ 1,156,827	\$ 1,157,275	\$ 1,129,232	\$ 1,072,628	\$ 887,392

AGENDA ITEM: **Approval of Property and Casualty Insurance**

MEETING DATE: **June 8, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Prior to the current fiscal year (2014-2015), the School Board approved the District's membership in the Minnesota Insurance Scholastic Trust (MIST), a cooperative venture allowing member districts to utilize a risk sharing and cooperative purchasing structure to purchase property and casualty insurance. The group has grown from 7 members in 2013 to its current level of 16. Districts new to the pool in the last year include White Bear Lake Area Schools, Edina Public Schools, Winona Public Schools, and St. Louis Park Public Schools. Continued expansion is anticipated so that the number of member districts will likely top 20 by July 1, 2015.

The District's expiring premium for property and casualty insurance is \$305,558. The proposed renewal rate is \$315,406, an increase of 3.22% compared to the existing premium. Please see the attached documents for an executive summary of the 2015-2016 renewal as well as a breakdown of the costs of the program.

RECOMMENDATION:

Suggested Resolution: Move to approve the property and casualty insurance package with the Minnesota Insurance Scholastic Trust (MIST) in the amount of \$315,406 effective July 1, 2015 through June 30, 2016.

Minnesota Insurance Scholastic Trust

Executive Summary

The Arthur J. Gallagher Risk Management Services, Inc. administration team is proud to present the July 1, 2015 to July 1, 2016 Property Casualty renewal proposal for the Minnesota Insurance Scholastic Trust (MIST). As MIST enters its third year of service to Minnesota school districts, we would like to thank each of you for allowing our team to be of service to your district. We truly value the partnership with each of the MIST members and look to continue the success of the MIST program far into the future. Our renewal marketing results reflect an overall positive carrier layer loss ratio combined with the state of the insurance market. We look to finish the year strong and head into our third year with an even more competitive program.

As we discussed at our mid-year board meeting, the insurance marketplace varies by line of coverage. The Property market is showing record levels of capacity and low domestic as well as international loss ratios. The Casualty market is stable for Automobile and General Liability, while professional lines like School Board Legal Liability are continuing to show signs of rate increases. Carriers are continuing to see losses across the country that involve alleged Employment Practice violations, EEOC hearings, and IEP hearings. All of these losses are causing the limited School Board Legal Liability marketplace to raise rates and reduce coverage terms and limits.

Excess Casualty carriers are reviewing their books of business as it relates to concussion exclusions. Schools in many states are beginning to experience issues related to potential concussion claims. Many carriers and underwriters are asking a variety of questions concerning concussion protocols and state mandates for athlete safety. Cyber Liability claims are on the rise which is forcing carriers to require their clients to implement a cyber-security breach response plan. Finally, Sexual Abuse/Molestation continues to be a major area of concern for carriers, as those types of claims continue to escalate not only from a claims standpoint, but also from a severity standpoint.

The bullet points below and on the following page will summarize the 2015-2016 Property Casualty renewal for MIST.

Property Casualty Renewal Summary:

- During the 2015-2016 renewal process we continued to make enhancements to the online (RMIS) renewal application process and ease the burden of renewal forms to the MIST members.

Package Policy

- Reduced renewal rates
- Flat member deductibles for property and crime as well as flat pool SIRs for all lines
- Increased loss control grant for MIST of \$5,000
- Option to include School Board Legal Liability with similar coverages as current provider
- Added Crisis Management – \$50,000 per occurrence/\$100,000 pool aggregate

Excess Property

- Flat renewal rate
- Increased various sublimits to reflect member growth
- Margin clause removed – True blanket policy
- Increased flood and earthquake limits

Boiler & Machinery

- Increased limit to \$200,000,000 per occurrence
- Infrared scanning services available

Minnesota Insurance Scholastic Trust

Excess Liability

- Flat renewal rate at expiring terms

School Board Legal

Most competitive option is to move coverage into the primary package carrier for the following reasons:

- All member deductibles will be standardized at \$10,000 / \$15,000 for wrongful acts and EPLI respectively
- TPA will handle claims and provide reserves on new files
- No need for separate warranty application from new members or for renewals going forward
- Reduced cross claim coverage issues between General Liability and School Board Legal Liability

As you can see above, the MIST program is performing well and achieving increased coverage for flat renewal rates on almost all lines of the program. As we approach the end of our second successful year of the MIST program, we would like to remind our members that MIST will continue to gain momentum, recognition, and new members in the coming years. Our team continues to promote MIST as the premier alternative to conventional insurance which provides school districts of Minnesota the chance to truly control their own destiny.

We are extremely proud of our service team that is dedicated to the MIST membership and that team continues to grow as we added an additional team member this year. Our teams are not generalists in the insurance industry; we are niche specialists in the K-12 Scholastic arena. We not only have our local MIST team, but also have our national scholastic team throughout the United States that we can utilize to help bring the best programs available to our MIST members.

We again would like to thank each of you for your cooperation during the 2015-2016 renewal. We value each of you and look forward to continuing to be of service to you and your staff. We thank you for your cooperation and support and would like to extend a special thank you to each one of the MIST board members for their time, service, and dedication to MIST.

Sincerely,

Tyler LaMantia
MIST Program Administrator

David Howard
MIST Local Marketing Director

Nick Lano
MIST Account Executive



MINNESOTA INSURANCE SCHOLASTIC TRUST **2015-2016 PROPERTY/CASUALTY PROGRAM COST COMPARISON**

District: White Bear Lake Area Schools ISD#624

FIXED COSTS	2014-2015 EXPIRING	2015-2016 PROPOSED
Package premium - includes actuarial debit/credit in [] *	\$72,296	\$71,862 [-3.64%]
School Board Legal Liability	\$16,868	Included
Excess Property	\$63,935	\$65,328
Boiler & Machinery	\$9,661	\$10,631
Pollution Liability	\$7,902	\$8,080
Excess Liability \$2M	\$5,015	\$5,020
Cyber Liability	\$17,051	\$17,071
Arthur J. Gallagher Risk Management Services Fee	\$25,950	\$27,248
Gallagher Bassett Services Claims Administration Fee	\$7,900	\$7,306
Gallagher Bassett Services Loss Control Fee	\$1,000	\$1,000
Total Fixed Costs	\$227,578	\$213,545
% of Change		-6.17%

VARIABLE COSTS	2014-2015 EXPIRING	2015-2016 PROPOSED
Package Loss Fund- includes actuarial debit/credit in [] *	\$75,000	\$96,288 [8.58%]
MIST Operating Expense Fee	\$2,980	\$5,573
Total Program Contribution on a Maximum Cost Basis	\$305,558	\$315,406
% of Change		3.22%

Total Due
for
July 1,
2015 - 2016

Statistical Information	2014-2015 EXPIRING	2015-2016 PROPOSED	% CHANGE
Total Insurable Values (Includes Auto Physical Damage)	\$376,089,209	\$384,281,706	2.18%
Students	8,650	8,660	0.12%
Buses	52	52	0%
All Other Vehicles	36	36	0%

*Please note, the actuarial debit/credit system for the 2015/2016 policy year is applied after the overall pool package premium & loss fund %'s of change are applied to each member equally. This system is based on a 4 year loss history of incurred losses by member, as well as 2015-2016 exposures by member.

AGENDA ITEM: **Workers Compensation Insurance**

MEETING DATE: **June 8, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

A renewal quote for 2015-2016 was received from the District's existing workers compensation provider, Risk Administration Services, Inc. (RAS). The renewal premium for 2015-2016 is \$691,998 compared to the current year's premium of \$686,867. The modest increase is primarily attributed to the projected growth of the District's payroll expenditures from 2014-2015 to 2015-2016.

The District's current arrangement with the Minnesota Insurance Scholastic Trust (MIST) for property and casualty insurance may expand to include workers compensation. The Minnesota Department of Commerce granted approval of this option. Pricing indications for the interested districts will be available by June 14, 2015 so that a decision can be made about the viability of a pooled arrangement for workers compensation before the start of the new fiscal year. Approval of this agenda item will grant District administration the authority to bind coverage for workers compensation insurance effective July 1, 2015 with either RAS or through a pooled arrangement. A follow-up item will be included on the July 13, 2015 School Board meeting agenda.

RECOMMENDATION:

Suggested Resolution: Move to authorize District administration to bind coverage for workers compensation insurance effective July 1, 2015 through June 30, 2016 at a cost no greater than \$691,998.

AGENDA ITEM: **Approval of Bid—Otter Lake Elementary Masonry Repairs**

MEETING DATE: **June 8, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a tabulation of the bids received for work related to the Otter Lake Elementary Masonry Repair deferred maintenance project. The project is included in the District's 10-year alternative facilities plan and will be funded using proceeds from the issuance of alternative facilities bonds. After reviewing the information with the district's engineer for the project, Braun Intertec Corporation, it is recommended that the project be awarded as follows:

Otter Lake Elementary Masonry Repairs Deferred Maintenance Project	Contractor	Amount
Base Bid	Building Restorations, Inc.	187,640
Alternate #1	Building Restorations, Inc.	8,422
Total		\$196,062

Recommendation: Move to accept the bid for the Otter Lake Elementary Masonry repairs deferred maintenance project submitted by Building Restorations, Inc. in the amount of \$196,062.

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: Otter Lake Elementary

Project Description: Deferred Maintenance Project

Bid Opening: June 1, 2015 at 2:00 p.m.

Contractor	Base Bid	Alternate #1	Total
Building Restorations, Inc.	187,640	8,422	\$196,062
The Caulkers Co., Inc.	223,000	19,000	\$242,000

AGENDA ITEM: **Policy 506, Student Discipline**
MEETING DATE: **June 8, 2015**
SUGGESTED DISPOSITION: **Operational 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, had a first reading in May, and is recommended for action.

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 approve Policy 506, Student Discipline, as recommended by the Policy Committee and administration.

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: **June 8, 2015**
SUGGESTED DISPOSITION: **Operational 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 had a first reading in May, and is recommended for action.

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 approve Policy 509, Enrollment of Nonresident Students, as recommended by the Policy Committee and administration.

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: **June 8, 2015**
SUGGESTED DISPOSITION: **Operational 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 had a first reading in May, and is recommended for action.

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 approve Policy 510, Student Activities, as recommended by the Policy Committee and administration.

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: **June 8, 2015**
SUGGESTED DISPOSITION: **Operational 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. The policy had a first reading in May, and is recommended for action.

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 approve Policy 526, Hazing Prohibition, as recommended by the Policy Committee and administration.

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])