

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

August 12, 2013

MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: August 1, 2013

A meeting of the White Bear Lake Area School Board will be held on **Monday, August 12, 2013** at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Consent Agenda
 - a) Approval of Minutes
 - b) Payment of Invoices
 - c) Correspondence
 - d) Acceptance of Gifts
 - e) Approve Field Trips
 - f) Human Resources Items

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

1. Presentation of Awards from National School Public Relations Association
2. Presentation on Student Trip to Partnership School in Leipzig, Germany
3. Superintendent's Report

D. DISCUSSION ITEMS

1. Presentation on Capital Projects Levy
2. Preliminary Recommendation for School Board/Superintendent Goals for 2013-14
3. First Reading of School Board Policy 708, Transportation of Nonpublic School Students
4. First Reading of School Board Policy 709, Student Transportation Safety Policy

E. OPERATIONAL ITEMS

1. Action on Resolution Relating to Approving a Capital Projects Levy Authorization and Calling an Election Thereon
2. Action on Resolution Regarding Open Enrollment

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **August 12, 2013**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: School Board Minutes
MEETING DATE: August 12, 2013
SUGGESTED DISPOSITION: Consent Agenda
CONTACT PERSON(S): Cathy Storey, School Board Clerk

Background:

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

Recommendation: Approve the 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, July 8, 2013 at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEM

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call- Present: **Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey**
Ex-Officio: Lovett
Cabinet: Present – Daniels, Law, Wehrkamp, Willcoxon
3. Pledge of Allegiance
4. Hiniker moved, Swanson seconded to approve the agenda. ***Voice vote: all ayes. Motion carried.***
5. Storey moved, Chapman seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on June 10;
 - payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - passage of resolution to approve field trip; passage of resolution to approve personnel issues to include:
 - **Resignations - Classified Staff**
Robert Edwards III– Program Assistant Leader, Hugo/Matoska International
Employed by District 624 since 10/08/2012
Effective Date: 06/14/2013
Nathanael Moore – Bus Aide, Bus Garage
Employed by District 624 since 12/05/2012
Effective Date: 06/19/2013
 - **Resignations - Certified Staff**
Gregory Fry – Mathematics Teacher, On Leave
Employed by District 624 since 08/26/1993
Effective Date: 06/22/2013
Kristin Siskow – Social Studies Teacher, Sunrise Middle School
Employed by District 624 for the 2013-2014 School Year
Effective Date: 06/25/2013
Jessica Weninger – Mathematics Teacher, Central Middle School
Employed by District 624 since 08/24/2006
Effective Date: 06/19/2013
 - **Retirement - Certified Staff**
Karyn Koehler – Reading & Language Arts Teacher, High School-North Campus,
Employed by District 624 since 08/23/1999
Effective Date: 06/10/2013

- **Full - Time Leave Request - Certified Staff**
Bradley Engen – Social Studies Teacher, Sunrise Middle School
 Employed by District 624 since 08/21/1997
 Effective Date: 2013-2014 School Year
Leslie McGourty – Science Teacher, High School
 Employed by District 624 since 08/27/2009
 Effective Date: Upon Finding a Suitable Replacement
- **Part- Time Leave Request - Certified Staff**
Paul Seeba – Social Studies Teacher, High School-North Campus
 .10 Leave (.90 position)
 Effective Date: 2013-2014 School Year
- **New Personnel – At-Will Staff**
Rebecca Edberg – Human Resources Coordinator, District Center
 \$68,654.00 (Pro-rated on \$70,000.00)
 Effective Date: 07/08/2013
- **New Personnel – Classified Staff**
Laura Churchill – Nurse Para, High School-North Campus
 \$17.15/ hr. 6.50 hrs. / day 180 days \$20,065.50
 Effective Date: 09/03/2013
Jonna Karan – Pupil Support Assistant, Birch Lake Elementary
 \$16.65/ hr. 6.50 hrs. / day 180 days \$19,480.50
 Effective Date: 09/03/2013
Rachael Markuson – Media Clerk, Otter Lake Elementary
 \$15.55/ hr. 6.00 hrs. / day 185 days \$17,260.50
 Effective Date: 08/28/2013
Jennifer Pomorin – Pupil Support Assistant, High School-North Campus
 \$16.65/ hr. 6.50 hrs. / day 180 days \$19,480.50
 Effective Date: 09/03/2013
Brittany Richert – Pupil Support Assistant, High School-North Campus
 \$16.65/ hr. 6.00 hrs. / day 180 days \$17,982.00
 Effective Date: 09/03/2013
Kristy Rockford – AA- Building Assistant, Oneka Elementary
 \$15.55/ hr. 4.50 hrs. / day 185 days \$12,945.38
 Effective Date: 08/28/2013
- **New Personnel – Certified Staff**
Katie Ahrens – Mathematics Teacher, Central Middle School
 BA, Step 1 \$37,219.00
 Effective Date: 2013-2014 School Year
Ryan Fitzpatrick – Social Studies Teacher, Sunrise Middle School
 BA, Step 3 \$39,085.00
 Effective Date: 2013-2014 School Year
Scott Hoeg – DAPE/Physical Education Teacher, Birch Lake/Matoska
 International MA+45, Step 6 \$52,770.00
 Effective Date: 2013-2014 School Year
Kristi Joesting – Elementary Teacher, Hugo Elementary
 MA+45, Step 9 \$59,767.00
 Effective Date: 2013-2014 School Year
Katherine Larson – .5 FACS Teacher, Sunrise Middle School
 MA, Step 5 \$23,865.50
 Effective Date: 2013-2014 School Year

Joanna Trudgeon – Mathematics Teacher, High School–North Campus
MA+15, Step 8 \$55,258.00

Effective Date: 2013-2014 School Year

Philip Wacker – Physics Teacher, .5 ALC/.5 High School-South Campus
BA, Step 7 \$44,094.00

Effective Date: 2013-2014 School Year

***Roll call vote, ayes: Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey;
nays – none. Motion carried.***

B. OPEN FORUM – No one spoke at the Open Forum.

C. INFORMATION ITEMS

1. Superintendent's Report – Dr. Lovett reported on the following:
 - Prior to tonight's Board meeting, the Board recognized our Boy's Lacrosse team and their coaches for placing in the State meet. Our varsity Trapshooting team also placed at State. Congratulations to all!
 - Marketfest continues on Thursday evenings. All families and community members are encouraged to stop by our District booth.
 - Our "Good News Bears" award winners will be at Marketfest this Thursday evening. They also participated in the Manitou Days parade.
 - Congratulations to Marisa Vette, Director of Communications and Community Relations, and our Communication's Team for winning nine awards and being honored at the National School Public Relations Association meeting. Vette is also being honored as one of 35 national recipients of the "35 under 35" award for outstanding work in her field.
 - We continue to have many District activities taking place over the summer including summer playground activities and summer school.Additional information may be found on the District website: www.isd624.org.

D. DISCUSSION ITEMS

1. Discussion of Capital Projects Levy – Pete Willcoxon, Executive Director of Business Services, presented an overview of the Capital Projects Levy, and advised that the authority for the levy that was passed in November 2003 expired with the action taken by the School Board in setting the 2012 Payable 2013 property tax levy last December. While the authority has expired, the need to have a source of revenue to continue with these initiatives that have been supported over the past ten years by this levy has not lessened. Action on this item will occur as an Operational Item at tonight's meeting.

E. OPERATIONAL ITEMS

1. Chapman motioned and Hiniker seconded to approve the Resolution Approving Northeast Metro Intermediate School District #916's Health & Safety Program Budget and Authorizing the Inclusion of a Proportionate Share of Those Projects in the District's Application for Health & Safety Revenue. ***Roll call vote, ayes: Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey; nays – none. Motion carried.***
2. Shevik motioned and Kimball seconded to approve membership in the Minnesota State High School League for 2013-14. ***Roll call vote, ayes: Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey; nays – none. Motion carried.***

3. Storey motioned and Shevik seconded that the Board direct administration to work with legal counsel to develop a resolution concerning the Capital Projects Levy for action at the August 12, 2013 regular School Board meeting. **Roll call vote, ayes: Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey; nays – none. Motion carried.**
4. Hiniker motioned and Chapman seconded to approve the Health & Safety Budget for 2013-2014 and 2014-2015. **Roll call vote, ayes: Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey; nays – none. Motion carried.**
5. Kimball motioned and Shevik seconded to approve the 2013-14 School Board meeting dates as recommended. **Roll call vote, ayes: Swanson, Chapman, Hiniker, Kimball, Newberg, Shevik, Storey; nays- none. Motion carried.**

- F. BOARD FORUM** – Kimball hoped staff was enjoying a restful summer. He welcomed all new hires.
- G. ADJOURNMENT** - Shevik moved; Newberg seconded to adjourn the meeting at 7:22 p.m.
Voice vote: All ayes. Motion carried.

Submitted by: Cathy Storey, 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, July 8, 2013 at 10:00 a.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Newberg called the meeting to order at 10:05 a.m.
2. Roll Call – Present: **Swanson, Chapman, Kimball, Newberg, Shevik, Storey**
Hiniker (arrived at 10:40 a.m.)
Ex-Officio: Lovett
Cabinet: Present – Daniels, Picha, Wehrkamp, Willcoxon,

B. STRATEGIC ITEMS

1. Reflections on accomplishments during 2012-13, including:
 - A. School Board/Superintendent Goals
 - B. Strategic Planning Document
 - C. Open Discussion on Issues of ImportanceDr. Lovett and David Law, Assistant Superintendent, lead a discussion on goals and strategic planning accomplishments this past school year.
2. Strategic Plan Priorities for 2013-14 – Dr. Lovett reviewed priorities proposed by the Strategic Planning Committee and Board discussion followed.
3. Consideration of priority School Board/Superintendent Goals for 2013-14 – Dr. Lovett will provide additional information on Goals to the Board for review at a later time.
4. Discussion of Options for Capital Projects Levy – Pete Willcoxon, Executive Director of Business Services, presented information on possible options for a Capital Projects Levy.
5. School District Vision –Dr. Lovett provided an overview on how a vision document could be beneficial to the District.

C. DISCUSSION ITEMS

1. Evaluation of School Board and Superintendent – The Board agreed to use the same Superintendent evaluation format as in the past.
2. School Board Working Protocols – The Board discussed a variety of working protocols including committees and liaison assignments.
3. Policy Development – An overview of all policies reviewed during 2012-13 and upcoming policies to be reviewed during 2013-14 was provided.
4. School Board Training – The Board discussed upcoming training opportunities.

- D. **ADJOURNMENT** - Shevik motioned, Newberg seconded to adjourn the meeting at 4:07 p.m. **Voice vote: *All ayes. Motion carried.***

Submitted by: Cathy Storey, Clerk

AGENDA ITEM: **Monthly Check Registers**
MEETING DATE: **August 12, 2013**
SUGGESTED DISPOSITION: **Consent Agenda**
CONTACT PERSON(S): **Pete Willcoxon Sr., Executive Director of Business Services**
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 - July

	7/15/2013	7/15/2013	7/26/2012	7/31/2012
State of MN - Unemployment Insurance	729.04			
Direct Deposit 360796-361344		450,010.43		
U.S. Treasury (FICA, Medicare, withholding)		160,805.31		
MN State Income Tax		25,620.31		
PERA		42,835.99		
TRA		40,620.40		
ING		701.68		
American Funds				
Bond Payments - Bremer			1,985,018.75	
Direct Deposit 361345-361814				381,794.84
U.S. Treasury (FICA, Medicare, withholding)				137,984.64
MN State Income Tax				22,148.44
PERA				41,693.81
TRA				30,042.16
ING				1,141.68
American Funds				8,781.69

Check Nbr	Vendor Name	Check Date	Check Amount
131400001	ADAMS, LINDA J	07/10/2013	74.95
131400002	BAILEY, LUANN C	07/10/2013	54.24
131400003	BARNES, JOHN D	07/10/2013	32.93
131400004	BARTH, CARRIE M	07/10/2013	477.53
131400005	BARTHOL, JOEL D	07/10/2013	62.15
131400006	BATENHORST, LYNSEY K	07/10/2013	329.97
131400007	BOCOCK, GARY R	07/10/2013	839.35
131400008	BOWERMASTER, TRACI G	07/10/2013	714.66
131400009	BRANDT, LESA M	07/10/2013	87.81
131400010	BRAY, CHERYL RAE	07/10/2013	85.88
131400011	BROVOLD, LAURA B	07/10/2013	421.80
131400012	BRYAN-DAY, MARY E	07/10/2013	121.50
131400013	CAPAN, NANCY A	07/10/2013	158.62
131400014	CARLSON, LINDA R	07/10/2013	9.50
131400015	CHRISTENSEN, JOSEPH C	07/10/2013	36.94
131400016	DAHL, CHRISTINE S	07/10/2013	187.59
131400017	DEEN, DENISE T	07/10/2013	187.59
131400018	DERAAD, MAX D	07/10/2013	781.96
131400019	DORNER, JULIE A	07/10/2013	40.68
131400020	ENGSTRAN, PAUL A	07/10/2013	428.98
131400021	ETTESVOLD, DAVID L	07/10/2013	78.29
131400022	FISHER, PHILLIP E	07/10/2013	1,709.12
131400023	FITZGERALD, THOMAS M	07/10/2013	20.62
131400024	GILLEN, CONNIE L	07/10/2013	107.35
131400025	GRAY, DONALD E	07/10/2013	284.49
131400026	GREEN, BARBARA J	07/10/2013	37.29
131400027	HAINNEY, KATHLEEN M	07/10/2013	126.67
131400028	HAMERNICK, MICHAEL D	07/10/2013	73.29
131400029	HEALY, JASON CHARLES	07/10/2013	780.00
131400030	HERMANN, TIMOTHY J	07/10/2013	354.82
131400031	IMMEL, COLLEEN MARIE	07/10/2013	60.46
131400032	JONES, KARIE K	07/10/2013	20.00
131400033	JORGENSON, AMY L	07/10/2013	399.46
131400034	KEESE, MATTHEW D	07/10/2013	435.90
131400035	KRUSEMARK, CARY L	07/10/2013	726.28
131400036	LARSON, SCOTT A	07/10/2013	42.94
131400037	LAW, DAVID W	07/10/2013	163.29
131400038	LEAF, HEATHER L	07/10/2013	676.65
131400039	LEIGH, ANNETTA K	07/10/2013	1,798.39
131400040	LEININGER, JOHN M	07/10/2013	650.00
131400041	LOVETT, MICHAEL J	07/10/2013	1,195.27
131400042	LUND, BARBARA A	07/10/2013	55.54
131400043	MAYER, ANTHONY G	07/10/2013	418.32
131400044	MCGLYNN, ANN M	07/10/2013	20.00
131400045	MCGRANE, MARY E	07/10/2013	130.00
131400046	MICKELSON, DANIELLE M	07/10/2013	363.37
131400047	MILES, MARY T	07/10/2013	606.37
131400048	MUNDELL, KARLA J	07/10/2013	50.85
131400049	NASVIK, CRAIG S	07/10/2013	877.95
131400050	NIKKEL, DIANE L	07/10/2013	257.77

Check Nbr	Vendor Name	Check Date	Check Amount
131400051	OLMSTEAD, DIANE M	07/10/2013	46.75
131400052	OSTERBAUER, TODD E	07/10/2013	152.99
131400053	PICHA, CHRISTINA K	07/10/2013	422.06
131400054	PLASTER, MARK ANTHONY	07/10/2013	177.41
131400055	PRZYBYLSKI, NANCY S	07/10/2013	34.55
131400056	QUAAS, BETH A	07/10/2013	405.04
131400057	QUARFOTH, LYNN MARIE	07/10/2013	123.61
131400058	QUATMANN, MARK D	07/10/2013	86.16
131400059	RIEBAU, PATRICIA ANN	07/10/2013	750.00
131400060	ROUSH, ROBIN L	07/10/2013	136.29
131400061	ROY, DEBRA A	07/10/2013	97.76
131400062	SAMPOANG, DESSERAY R	07/10/2013	119.72
131400063	SCHWIRTZ, BRENDON M	07/10/2013	1,439.80
131400064	SEEBA, PAUL T	07/10/2013	30.00
131400065	SHELP, MICHELLE L	07/10/2013	995.61
131400066	SIEBENALER, KEVIN R	07/10/2013	144.08
131400067	SKOGEN, MATTHEW K	07/10/2013	265.00
131400068	SPORS, DANIEL L	07/10/2013	94.28
131400069	STARUCK, DONNA M	07/10/2013	818.66
131400070	STUMPNER, JODI L	07/10/2013	849.60
131400071	SVIR, SARA A	07/10/2013	209.90
131400072	TATGE, DAVID A	07/10/2013	120.06
131400073	THIMJON, KARI L	07/10/2013	34.54
131400074	ULFIG, COLLEEN M	07/10/2013	14.81
131400075	VAIL, ANNE B	07/10/2013	511.50
131400076	VANDEBERG, EDWARD B	07/10/2013	23.16
131400077	VASKE, MARY M	07/10/2013	750.00
131400078	VETTE, MARISA AA	07/10/2013	154.81
131400079	WAGONER, SARAH J	07/10/2013	329.99
131400080	WALD, TIMOTHY A	07/10/2013	1,398.82
131400081	WILDMAN HILAL, ANDREA L	07/10/2013	111.87
131400082	WILLIAMS, LAURA L	07/10/2013	643.58
131400083	XIONG, BOR	07/10/2013	101.39
83	ACH	Check(s) For a Total of	29,249.18

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	83	ACH	Checks For a Total of	29,249.18
	0	Computer	Checks For a Total of	0.00
Total For	83	Manual, Wire Tran, ACH & Computer Checks		29,249.18
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		29,249.18

Check Nbr	Vendor Name	Check Date	Check Amount
44700	ABBOTT PAINT & CARPET INC	07/10/2013	2,506.67
44701	ABRAKADOODLE	07/10/2013	1,350.00
44702	AED PROFESSIONALS	07/10/2013	469.00
44703	AGOSTO INC	07/10/2013	16,740.00
44704	AGROPUR INC	07/10/2013	2,933.34
44705	ALL STAR FOOTBALL	07/10/2013	500.00
44706	AMAZON	07/10/2013	573.30
44707	AMAZON	07/10/2013	569.53
44708	AMAZON	07/10/2013	477.65
44709	AMAZON	07/10/2013	1,973.40
44710	AMAZON	07/10/2013	1,250.40
44711	AMAZON	07/10/2013	598.24
44712	AMAZON	07/10/2013	287.76
44713	AMER LEGACY PUBLISHING	07/10/2013	59.29
44714	AMERICAN MESSAGING	07/10/2013	115.92
44715	AMERICAN UNITED LIFE	07/10/2013	235,500.00
44716	AMERIPRISE FINANCIAL SERVICES	07/10/2013	2,981.75
44717	AMERIPRISE SERVICES	07/10/2013	172.61
44718	AMI IMAGING SYSTEMS INC	07/10/2013	15,185.00
44719	ASSOC OF METROPOLITAN SCHOOL D	07/10/2013	11,130.00
44720	APPLE COMPUTER INC	07/10/2013	7,279.00
44721	APPLIED ENVIRONMENTAL SCI INC	07/10/2013	5,387.71
44722	ATOR, CHASE	07/10/2013	500.00
44723	AVID CENTER	07/10/2013	19,147.00
44724	AXA EQUITABLE	07/10/2013	5,210.29
44725	BAIER, HOPE	07/10/2013	45.00
44726	BAKKEN, JOANNA TOLENO	07/10/2013	150.00
44727	BAKKEN, MARY	07/10/2013	1,995.00
44728	BARNETT WB CHRYSLER JEEP DODGE	07/10/2013	100.00
44729	BENCHMARK COMPUTER LEARNING	07/10/2013	5,696.50
44730	BENILDE ST MARGARET SCHOOL	07/10/2013	350.00
44731	BERMEO, JOSE	07/10/2013	600.00
44732	BEST WESTERN KELLY INN	07/10/2013	460.75
44733	BLB CONSULTING LLC	07/10/2013	1,500.00
44734	BLICK ART MATERIALS	07/10/2013	222.37
44735	BUSINESS & LEGAL REPORTS INC	07/10/2013	417.00
44736	BLUE BELL ENTERPRISES INC	07/10/2013	4,995.22
44737	BLUE TARP FINANCIAL INC	07/10/2013	89.93
44738	BOND TRUST SERVICES CORP	07/10/2013	1,350.00
44739	BOYER TRUCKS	07/10/2013	101.15
44740	CAMBIUM LEARNING INC	07/10/2013	398.00
44741	CAPITOL CITY ADVENTIST CHRISTI	07/10/2013	175.00
44742	CARION, LESLIE JENNIFER	07/10/2013	32.50
44743	CARNEGIE LEARNING INC	07/10/2013	49.95
44744	CENGAGE LEARNING	07/10/2013	319.00
44745	CITI-CARGO & STORAGE CO INC	07/10/2013	7,120.00
44746	CITY OF LAKES WALDORF SCHOOL	07/10/2013	175.00
44747	CLEARWATER FOREST	07/10/2013	100.00
44748	CONSTRUCTION MANAGEMENT BUILDI	07/10/2013	56,186.29
44749	COCA-COLA BOTTLING MIDWEST CO	07/10/2013	1,230.48

Check Nbr	Vendor Name	Check Date	Check Amount
44750	COMCAST	07/10/2013	43.90
44751	COMMUNICATION MAILING SERVICES	07/10/2013	753.02
44752	CONCORDIA ACADEMY	07/10/2013	5,201.72
44753	CONNEY SAFETY	07/10/2013	517.70
44754	CONTINENTAL CLAY CO	07/10/2013	274.11
44755	CONTINENTAL RESEARCH CORP	07/10/2013	88.89
44756	COOPS SPORTSWEAR	07/10/2013	825.00
44757	Vendor Continued Check	07/10/2013	0.00
44758	COPY IMAGES INC	07/10/2013	5,930.58
44759	Vendor Continued Check	07/10/2013	0.00
44760	COPY IMAGES INC	07/10/2013	859.10
44761	CRETIN-DERHAM HALL	07/10/2013	4,695.08
44762	CRYSTAL CAVE INC	07/10/2013	768.25
44763	CUB FOODS OF WHITE BEAR TWSHP	07/10/2013	617.61
44764	CUB FOODS OF WOODBURY	07/10/2013	138.00
44765	CUMMINS NPOWER LLC	07/10/2013	1,807.96
44766	CUP AND CONE	07/10/2013	341.00
44767	DAHLQUIST, JOYCE	07/10/2013	16.15
44768	Vendor Continued Check	07/10/2013	0.00
44769	Vendor Continued Check	07/10/2013	0.00
44770	Vendor Continued Check	07/10/2013	0.00
44771	Vendor Continued Check	07/10/2013	0.00
44772	Vendor Continued Check	07/10/2013	0.00
44773	DALCO CORPORATION	07/10/2013	25,294.61
44774	DAVY, MARY	07/10/2013	22.10
44775	DEJARLAIS, MARILYN	07/10/2013	37.40
44776	DELL MARKETING LP	07/10/2013	6,487.80
44777	DELTA EDUCATION	07/10/2013	198.13
44778	DELTA DENTAL PLAN OF MN	07/10/2013	61,371.10
44779	DEMCO INC	07/10/2013	45.15
44780	DESIGNER SIGN SYSTEMS INC	07/10/2013	282.14
44781	DISCOUNT SCHOOL SUPPLY	07/10/2013	205.80
44782	DOWDLE, DEAN M	07/10/2013	26.20
44783	DUMROESE, LYNN MARIE	07/10/2013	40.00
44784	EARLY CHILDHOOD PROGRAM	07/10/2013	84.65
44785	EAST METRO INTEGRATION DIST 60	07/10/2013	5,439.18
44786	EDMENTUM	07/10/2013	513.00
44787	EDUCATION MN ESI BILLING TRUST	07/10/2013	1,653.50
44788	EDUCATION TO GO	07/10/2013	396.75
44789	ELECTRO WATCHMAN INC	07/10/2013	713.00
44790	EPA AUDIO VISUAL INC	07/10/2013	480.00
44791	EDUCATIONAL TESTING SERVICE	07/10/2013	900.00
44792	FAIRVIEW	07/10/2013	7,100.00
44793	FASTENAL COMPANY	07/10/2013	78.25
44794	FEDEX	07/10/2013	22.00
44795	FESTIVAL FOODS-KNOWLAN'S	07/10/2013	131.89
44796	FIRST STUDENT INC	07/10/2013	167,526.74
44797	FITZPATRICK, CAROLYN A	07/10/2013	500.00
44798	THE FLORAL TRUNK	07/10/2013	314.50
44799	FORCIER, ELSIE	07/10/2013	10.41

Check Nbr	Vendor Name	Check Date	Check Amount
44800	FRA-DOR INC	07/10/2013	117.00
44801	FRATTALONES HARDWARE STORES	07/10/2013	27.34
44802	FRONTLINE TECHNOLOGIES INC	07/10/2013	21,602.70
44803	G&K SERVICES	07/10/2013	668.16
44804	GALLAGHERS NORTHWESTERN TIRE C	07/10/2013	1,533.95
44805	GARVEY, PATRICIA	07/10/2013	11.90
44806	GILLUND ENTERPRISES	07/10/2013	572.22
44807	GOLDCOM INC	07/10/2013	414.54
44808	GOOGLE INC	07/10/2013	319.92
44809	Vendor Continued Check	07/10/2013	0.00
44810	GRAINGER	07/10/2013	4,532.76
44811	GRANDMA'S BAKERY INC	07/10/2013	57.89
44812	GRAPHIC EDGE	07/10/2013	36.44
44813	GREATAMERICA FINANCIAL SERVICE	07/10/2013	945.46
44814	GREEN VALUE NURSERY INC	07/10/2013	33.00
44815	GROUP HEALTH INC - WORKSITE	07/10/2013	431.50
44816	GROVES ACADEMY	07/10/2013	350.00
44817	HEALTHPARTNERS	07/10/2013	1,035,243.87
44818	HILL MURRAY HIGH SCHOOL	07/10/2013	5,888.24
44819	Vendor Continued Check	07/10/2013	0.00
44820	Vendor Continued Check	07/10/2013	0.00
44821	Vendor Continued Check	07/10/2013	0.00
44822	Vendor Continued Check	07/10/2013	0.00
44823	HOGLUND BUS AND TRUCK CO	07/10/2013	1,903.99
44824	HORN, BARBARA	07/10/2013	38.25
44825	HUGO CITY OF	07/10/2013	4,500.00
44826	Vendor Continued Check	07/10/2013	0.00
44827	Vendor Continued Check	07/10/2013	0.00
44828	Vendor Continued Check	07/10/2013	0.00
44829	IFD	07/10/2013	56,602.94
44830	INDIAN HILLS GOLF CLUB	07/10/2013	565.11
44831	INTEGRA TELECOM	07/10/2013	319.02
44832	INTL BACCALAUREATE ORGANIZATIO	07/10/2013	7,790.00
44833	ISD #621 MOUNDS VIEW PUBLIC SC	07/10/2013	42,121.00
44834	ISD #622 NO ST PAUL/MAPLEWOOD	07/10/2013	600.00
44835	ISS FACILITY SERVICES-MPLS	07/10/2013	983.50
44836	IUOE LOCAL 70	07/10/2013	1,363.06
44837	JC ENVIRONMENTAL & DEMOLITION	07/10/2013	13,000.00
44838	JIMMY JOHNS	07/10/2013	506.58
44839	JOHN DEERE LANDSCAPES	07/10/2013	492.24
44840	JOHNSON, JAMES	07/10/2013	10.10
44841	JOHNSON, JUDITH ANN	07/10/2013	251.00
44842	JOHNSON, VIRGINIA CONATI	07/10/2013	531.60
44843	JONES SCHOOL SUPPLY CO INC	07/10/2013	126.00
44844	JW PEPPER & SON INC	07/10/2013	637.39
44845	K PEARSON MECHANICAL LLC	07/10/2013	657.00
44846	K12 TRANSPORTATION MGMT SERVIC	07/10/2013	77,229.10
44847	KAREL, MERRILY	07/10/2013	300.00
44848	KARLSBURGER FOODS INC	07/10/2013	167.93
44849	KARSTEN, JOEL	07/10/2013	475.00

Check Nbr	Vendor Name	Check Date	Check Amount
44850	KATH FUEL OIL SERVICE CO	07/10/2013	26,263.76
44851	KIMBALL MIDWEST	07/10/2013	269.70
44852	KRAFT CONTRACTING & MECHANICAL	07/10/2013	1,781.01
44853	KREUSER, RODNEY J	07/10/2013	5.10
44854	KRISS DESIGN COMPANY LLC	07/10/2013	600.00
44855	LANGERS	07/10/2013	4,318.80
44856	LARSON, MELANIE	07/10/2013	31.00
44857	LEARNING FORWARD	07/10/2013	1,447.00
44858	LEE, CHARLOTTE L	07/10/2013	246.00
44859	LEE, MAIXI	07/10/2013	600.00
44860	LENOVO	07/10/2013	599.00
44861	LIBERTY CLASSICAL ACADEMY	07/10/2013	1,429.20
44862	LIBRARY VIDEO COMPANY	07/10/2013	832.66
44863	LIDS TEAM SPORTS	07/10/2013	168.67
44864	LOEGERING, ARNITA	07/10/2013	32.51
44865	L T G POWER EQUIPMENT	07/10/2013	140.70
44866	LUTHERAN SOCIAL SERVICE/FGP	07/10/2013	450.00
44867	Vendor Continued Check	07/10/2013	0.00
44868	MACKIN EDUCATIONAL RESOURCES	07/10/2013	4,216.13
44869	MADISON NATIONAL LIFE	07/10/2013	40,643.55
44870	MN ASSOC OF GOVERNMENT COMMUNI	07/10/2013	360.00
44871	MAGNUSON CHRISTIAN SCHOOL	07/10/2013	482.00
44872	MALWITZ, REBECCA ANN	07/10/2013	485.60
44873	MARANATHA CHRISTIAN ACADEMY	07/10/2013	829.60
44874	MARIS LLC	07/10/2013	1,580.00
44875	MARTIN, BARRY	07/10/2013	12.85
44876	MCANDREW, MIKE	07/10/2013	100.00
44877	MCDONALD, MARIE	07/10/2013	38.25
44878	MERZER MALP, SHEILA	07/10/2013	455.00
44879	METROPOLITAN LIFE	07/10/2013	511.67
44880	MID CITY SERVICES - INDUSTRIAL	07/10/2013	561.25
44881	MIDWEST BUS PARTS INC	07/10/2013	473.74
44882	MILL CITY MUSEUM	07/10/2013	350.00
44883	MILLIGAN, THERESA J	07/10/2013	25.50
44884	MINNEHAHA ACADEMY	07/10/2013	419.20
44885	MINVALCO INC	07/10/2013	59.75
44886	MN CHILD SUPPORT	07/10/2013	1,713.60
44887	MN DEPT OF LABOR & INDUSTRY	07/10/2013	100.00
44888	MN MOBILE TELEPHONE CO INC	07/10/2013	99.00
44889	MN WALDORF SCHOOL	07/10/2013	1,315.88
44890	MN ASSOC OF COLLEGES & EMPLOYE	07/10/2013	75.00
44891	MOBILE RADIO ENGINEERING INC	07/10/2013	305.80
44892	MONTESSORI SERVICES	07/10/2013	145.10
44893	MONTESSORI N' SUCH INC	07/10/2013	360.48
44894	MONTESSORI RESOURCES & EQUIP	07/10/2013	17.50
44895	MOORE, CYNTHIA A	07/10/2013	560.00
44896	MOUNDS PARK ACADEMY	07/10/2013	3,490.20
44897	MN REC & PARK ASSN (MRPA)	07/10/2013	210.00
44898	MYBINDING.COM	07/10/2013	17.93
44899	NAC MECHANICAL & ELECTRICAL SE	07/10/2013	701.79

Check Nbr	Vendor Name	Check Date	Check Amount
44900	NAVIANCE	07/10/2013	17,399.00
44901	NCPERS MINNESOTA	07/10/2013	400.00
44902	NELCO	07/10/2013	1,983.32
44903	NEOFUNDS BY NEOPOST	07/10/2013	1,000.00
44904	NEW LIFE ACADEMY	07/10/2013	350.00
44905	NEXTEL COMMUNICATIONS	07/10/2013	3,911.56
44906	NGUYEN, ALYSSA	07/10/2013	494.50
44907	NIENHUIS MONTESSORI USA INC	07/10/2013	656.94
44908	Vendor Continued Check	07/10/2013	0.00
44909	Vendor Continued Check	07/10/2013	0.00
44910	NORTH CENTRAL TRUCK EQUIPMENT	07/10/2013	1,195.38
44911	NORTH HEIGHTS CHRISTIAN ACADEM	07/10/2013	3,871.60
44912	Vendor Continued Check	07/10/2013	0.00
44913	Vendor Continued Check	07/10/2013	0.00
44914	NORTHEAST METRO INTERMEDIATE D	07/10/2013	167,185.32
44915	NORTHWEST YOUTH & FAMILY SERV	07/10/2013	20,784.00
44916	NATL SCHOOL PUBLIC RELATIONS A	07/10/2013	45.00
44917	OAK HILL MONTESSORI SCHOOL	07/10/2013	2,056.88
44918	OFFICE DEPOT	07/10/2013	625.30
44919	Vendor Continued Check	07/10/2013	0.00
44920	ON SITE SANITATION INC	07/10/2013	971.00
44921	ORDWAY CENTER FOR PERFORMING	07/10/2013	210.00
44922	ORIENTAL TRADING	07/10/2013	65.99
44923	PAMS LUNCHROOM LLC	07/10/2013	741.06
44924	PAN-O-GOLD	07/10/2013	1,319.95
44925	PAR CODE SYMBOLOGY INC	07/10/2013	138.00
44926	PAVEMENT RESOURCES	07/10/2013	5,000.00
44927	PCS REVENUE CONTROL SYSTEMS IN	07/10/2013	1,287.17
44928	PRAIRIE DU CHIEN AREA SCHOOLS	07/10/2013	166.95
44929	PETERSON BROS ROOFING & CONST	07/10/2013	2,616.75
44930	PHELPS, MADELINE MAY	07/10/2013	500.00
44931	PITNEY BOWES INC	07/10/2013	591.46
44932	PLADSON ENVIRONMENTAL INC	07/10/2013	1,200.00
44933	POLAR CHEVROLET MAZDA	07/10/2013	176.64
44934	PONCE, OLANDO	07/10/2013	1,000.00
44935	POSTMASTER	07/10/2013	200.00
44936	PREMIUM WATERS INC	07/10/2013	113.70
44937	PRESS PUBLICATIONS	07/10/2013	873.00
44938	Vendor Continued Check	07/10/2013	0.00
44939	PROJECT LEAD THE WAY	07/10/2013	5,428.50
44940	RAMSEY COUNTY PARKS/REC DEPT	07/10/2013	1,466.00
44941	RATWIK ROSZAK & MALONEY PA	07/10/2013	5,034.17
44942	REASON	07/10/2013	89,356.00
44943	REGENTS OF THE UNIV OF MN	07/10/2013	34.00
44944	RENAISSANCE LEARNING INC	07/10/2013	1,697.75
44945	THE RETROFIT COMPANIES INC	07/10/2013	173.21
44946	RICOH AMERICAS CORP	07/10/2013	437.81
44947	RICOH USA INC	07/10/2013	12.32
44948	RISDALL MARKETING GROUP	07/10/2013	1,230.00
44949	ROBERTS BOOKS	07/10/2013	200.00

Check Nbr	Vendor Name	Check Date	Check Amount
44950	ROOS, RENAE BETH	07/10/2013	44.00
44951	ROSEMOUNT SAW & TOOL CORP	07/10/2013	79.20
44952	SAFESWAY DRIVING SCHOOL	07/10/2013	16,380.00
44953	SAINTS NORTH MAPLEWOOD	07/10/2013	598.50
44954	SAM'S CLUB/GEMB	07/10/2013	1,254.64
44955	SAM'S CLUB/GEMB	07/10/2013	313.45
44956	SAM'S CLUB/GEMB	07/10/2013	135.84
44957	SAM'S CLUB/GEMB	07/10/2013	289.99
44958	SAX, JODIE	07/10/2013	37.90
44959	SHOREVIEW AREA YOUTH BASEBALL	07/10/2013	549.00
44960	SCHERTZ, CLETUS	07/10/2013	183.63
44961	SCHMID, RITA	07/10/2013	18.00
44962	SCHOLASTIC INC	07/10/2013	3,792.99
44963	SCHOOL SERVICE EMPLOYEES	07/10/2013	643.16
44964	SCHOOL SPECIALTY	07/10/2013	23.94
44965	SCHOOLSIN.COM	07/10/2013	32.30
44966	SCIENCE NEWS	07/10/2013	28.00
44967	SECURITAS SEC SVCS USA INC	07/10/2013	1,970.97
44968	SEEVER, GRAY	07/10/2013	165.00
44969	SENTRY SYSTEMS INC	07/10/2013	730.00
44970	SKYWARD INC	07/10/2013	1,330.00
44971	SCHOOL NUTRITION ASSOC (SNA)	07/10/2013	56.00
44972	SNAP-ON TOOLS	07/10/2013	170.05
44973	SPANISH SPECIALISTS AND CONSUL	07/10/2013	95.00
44974	ST AGNES	07/10/2013	875.00
44975	ST CROIX LUTHERAN SCHOOL	07/10/2013	1,225.00
44976	ST PAUL CONSERVATORY	07/10/2013	1,050.00
44977	ST PAUL ACADEMY	07/10/2013	2,578.40
44978	ST THOMAS ACADEMY	07/10/2013	525.00
44979	STAR TRIBUNE	07/10/2013	2.30
44980	STATE SUPPLY CO	07/10/2013	1,032.58
44981	STUMPNER, SAMANTHA	07/10/2013	1,200.00
44982	SYN-TECH SYSTEMS INC	07/10/2013	918.75
44983	TEACHERS DISCOVERY	07/10/2013	407.74
44984	THYSSENKRUPP ELEVATOR CORP	07/10/2013	3,293.00
44985	TIERNEY BROTHERS INC	07/10/2013	19,262.95
44986	TIES	07/10/2013	2,470.00
44987	TIME FOR KIDS	07/10/2013	1,310.80
44988	TOP TALENT SOLUTIONS	07/10/2013	845.60
44989	TOTAL ALIGNMENT SERVICES LLC	07/10/2013	160.00
44990	TOTAL LUXURY LIMOUSINE	07/10/2013	300.00
44991	TOTINO-GRACE HIGH SCHOOL	07/10/2013	5,727.12
44992	TRADE PRESS INC	07/10/2013	347.00
44993	TRIO SUPPLY COMPANY	07/10/2013	736.18
44994	TRUEN, TERESA	07/10/2013	21.95
44995	TRUSTED EMPLOYEES	07/10/2013	790.00
44996	TUMBLEWEED PRESS INC	07/10/2013	2,553.60
44997	U.S. ENERGY SERVICES INC	07/10/2013	10,828.94
44998	U.S. SCHOOL SUPPLY INC	07/10/2013	268.35
44999	UHL CO INC	07/10/2013	5,335.50

Check Nbr	Vendor Name	Check Date	Check Amount
45000	UNITED STATES TREASURY	07/10/2013	0.57
45001	VAIL, GAYLE J	07/10/2013	39.95
45002	VANGUARD SMALL BUSINESS SERVIC	07/10/2013	3,620.85
45003	VENBURG TIRE CO	07/10/2013	245.91
45004	VERIZON WIRELESS	07/10/2013	65.15
45005	VISI	07/10/2013	525.00
45006	VISITATION HIGH SCHOOL	07/10/2013	525.00
45007	WARD, DARRELL E	07/10/2013	254.60
45008	WASTE MANAGEMENT OF WI-MN	07/10/2013	13,959.77
45009	WATCH ME DRAW! LLC	07/10/2013	400.00
45010	WHITE BEAR BOWL	07/10/2013	272.00
45011	WHITE BEAR GLASS INC	07/10/2013	1,252.00
45012	WHITE BEAR RENTAL EQUIPMENT	07/10/2013	187.92
45013	WHITE BEAR LAKE CITY	07/10/2013	4,250.00
45014	WHITE BEAR LAKE UMPIRES ASSN	07/10/2013	700.00
45015	WBLA EDUCATIONAL FOUNDATION	07/10/2013	100.00
45016	WHITE, TEVIN M	07/10/2013	150.00
45017	WHITE, TYLER	07/10/2013	100.00
45018	WILLIAM H SADLIER INC	07/10/2013	1,094.69
45019	WOEHRLE, SUZANN	07/10/2013	28.90
45020	WOODCREST BAPTIST ACADEMY	07/10/2013	126.80
45021	XCEL ENERGY	07/10/2013	84,679.01
45022	XEROX CORPORATION	07/10/2013	167.13
45023	YMCA CAMP WIDJIWAGAN	07/10/2013	5,968.00
45024	YOGA DEVOTION LLC	07/10/2013	360.00
45025	YOUTH SERVICES INTERNATIONAL	07/10/2013	1,170.00
45026	ZAHL PETROLEUM MAINTENANCE CO	07/10/2013	2,389.13
45027	ZEP SALES & SERVICE	07/10/2013	168.74
45028	ZIEGLER INC	07/10/2013	576.73
329	Computer	Check(s) For a Total of	2,663,963.95

	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
	329	Computer	Checks For a Total of	2,663,963.95
Total For	329	Manual, Wire Tran, ACH & Computer Checks		2,663,963.95
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		2,663,963.95

Check Nbr	Vendor Name	Check Date	Check Amount
45029	215 WABASHA PROPERTIES	07/18/2013	725.00
45030	A-1 HYDRAULIC SALES & SERVICE	07/18/2013	244.46
45031	AUTISM ASPERGER PUBLISHING CO	07/18/2013	171.70
45032	AARP DRIVER SAFETY PROGRAM	07/18/2013	450.00
45033	AMERICAN ASSOC OF SCHOOL	07/18/2013	175.00
45034	ABRAKADOODLE	07/18/2013	990.00
45035	ACCESS COMMUNICATIONS INC	07/18/2013	702.50
45036	AMAZON	07/18/2013	476.59
45037	AMAZON	07/18/2013	611.60
45038	AMAZON	07/18/2013	1,071.46
45039	ANDERSON'S	07/18/2013	217.98
45040	APPLE COMPUTER INC	07/18/2013	658.00
45041	APPLIED ENVIRONMENTAL SCI INC	07/18/2013	1,864.10
45042	ARROWWOOD RESORT AND CONFERENC	07/18/2013	927.71
45043	AUTONATION FORD WBL	07/18/2013	45.48
45044	BAKKEN, MARY	07/18/2013	855.00
45045	BATTERIES PLUS	07/18/2013	453.18
45046	BERLIN, ALEXANDER LEE	07/18/2013	5.00
45047	BEST WESTERN WB COUNTRY INN	07/18/2013	1,888.00
45048	BUSINESS IMPACT GROUP	07/18/2013	1,494.24
45049	BINSFIELD, JEANNE OR NEAL	07/18/2013	752.50
45050	BOYER TRUCKS	07/18/2013	340.98
45051	BRAKE & EQUIPMENT WAREHOUSE, I	07/18/2013	126.00
45052	BREEZY POINT RESORT	07/18/2013	579.02
45053	CARNEGIE LEARNING INC	07/18/2013	49.95
45054	CENTURYLINK	07/18/2013	261.80
45055	CHEESEBROW, TIMOTHY MICHAEL	07/18/2013	150.00
45056	CHISAGO LAKES COMM EDUC	07/18/2013	350.00
45057	CITI-CARGO & STORAGE CO INC	07/18/2013	85.00
45058	CJ DUFFY PAPER CO	07/18/2013	81.81
45059	COMCAST	07/18/2013	5.28
45060	COMCAST	07/18/2013	74.60
45061	COMPASS MICRO	07/18/2013	68.94
45062	COOL GLOW	07/18/2013	97.45
45063	COPY IMAGES INC	07/18/2013	12.00
45064	CUB FOODS OF WHITE BEAR TWSHP	07/18/2013	445.79
45065	CUMMINS NPOWER LLC	07/18/2013	351.80
45066	CUP AND CONE	07/18/2013	66.00
45067	Vendor Continued Check	07/18/2013	0.00
45068	DALCO CORPORATION	07/18/2013	11,011.59
45069	DARTS VMS INC	07/18/2013	116.31
45070	DELL MARKETING LP	07/18/2013	1,125.62
45071	DISCOUNT SCHOOL SUPPLY	07/18/2013	239.32
45072	DOMINOS PIZZA	07/18/2013	76.00
45073	DONATELLI'S	07/18/2013	91.69
45074	DUP15Q ALLIANCE	07/18/2013	162.00
45075	CITY OF EAGAN PARKS & REC	07/18/2013	630.00
45076	EBSCO SUBSCRIPTION SERVICES	07/18/2013	501.04
45077	ECKROTH MUSIC	07/18/2013	849.77
45078	EMI AUDIO	07/18/2013	700.85

Check Nbr	Vendor Name	Check Date	Check Amount
45079	EVERSON, MARK	07/18/2013	1,300.00
45080	FESTIVAL FOODS-KNOWLAN'S	07/18/2013	18.36
45081	FISHER SCIENTIFIC	07/18/2013	146.37
45082	FLEETPRIDE	07/18/2013	129.09
45083	THE FLORAL TRUNK	07/18/2013	49.00
45084	FLORIN, JOLYN A	07/18/2013	583.00
45085	FOLLETT EDUCATIONAL SERVICES	07/18/2013	1,081.63
45086	FOLLETT LIBRARY RESOURCES	07/18/2013	4,642.18
45087	FRATTALONES HARDWARE STORES	07/18/2013	1,046.91
45088	GALLAGHERS NORTHWESTERN TIRE C	07/18/2013	890.22
45089	GILLUND ENTERPRISES	07/18/2013	101.94
45090	GOLDCOM INC	07/18/2013	2,425.32
45091	GOPHER STAGE LIGHTING	07/18/2013	73.50
45092	GRAFFIC TRAFFIC LLC	07/18/2013	1,459.00
45093	Vendor Continued Check	07/18/2013	0.00
45094	GRAINGER	07/18/2013	705.32
45095	GREEN VALUE NURSERY INC	07/18/2013	953.80
45096	HALL, BARB	07/18/2013	50.00
45097	HALLAND, SHAUN T	07/18/2013	400.00
45098	HALLBERG ENGINEERING INC	07/18/2013	10,506.67
45099	HEDBERG AGGREGATES	07/18/2013	369.06
45100	HER, KAO LOU	07/18/2013	360.00
45101	HOGLUND BUS AND TRUCK CO	07/18/2013	1,471.70
45102	HOME DEPOT CREDIT SERVICES	07/18/2013	1,095.99
45103	HUGO EQUIPMENT CO	07/18/2013	637.75
45104	INDIANA DEV TRAINING CTR OF LA	07/18/2013	1,864.68
45105	INTEGRA TELECOM	07/18/2013	150.00
45106	ISD #621 MOUNDS VIEW PUBLIC SC	07/18/2013	2,500.00
45107	JIMMY JOHNS #869	07/18/2013	301.20
45108	Vendor Continued Check	07/18/2013	0.00
45109	JOHN DEERE LANDSCAPES	07/18/2013	2,286.22
45110	KAREL, MERRILY	07/18/2013	425.00
45111	KATH FUEL OIL SERVICE CO	07/18/2013	1,019.95
45112	KENT AUTOMOTIVE	07/18/2013	131.98
45113	KJELLBERG, SAMUEL D	07/18/2013	150.00
45114	KNUTSON FLYNN & DEANS PA	07/18/2013	231.25
45115	KOLAND, BRIAN A	07/18/2013	190.00
45116	KRAFT CONTRACTING & MECHANICAL	07/18/2013	686.00
45117	LANGUAGE LINE SERVICES	07/18/2013	128.38
45118	LIDS TEAM SPORTS	07/18/2013	335.75
45119	L T G POWER EQUIPMENT	07/18/2013	41.85
45120	MARTIN-MCALLISTER	07/18/2013	5,775.00
45121	METRO ECSU	07/18/2013	8,032.30
45122	METRO SOUND AND LIGHTING	07/18/2013	515.51
45123	MN COACHES INC	07/18/2013	5,000.00
45124	MN ELEVATOR INC	07/18/2013	290.77
45125	MN TWINS	07/18/2013	1,450.00
45126	MONKEY HOUSE	07/18/2013	198.00
45127	MN REC & PARK ASSN (MRPA)	07/18/2013	420.00
45128	MN SCHOOL BOARDS ASSN	07/18/2013	12,263.00

Check Nbr	Vendor Name	Check Date	Check Amount
45129	MUSIC CONNECTION INC	07/18/2013	165.00
45130	MWASSA, NALIMA	07/18/2013	220.00
45131	NAC MECHANICAL & ELECTRICAL SE	07/18/2013	1,434.78
45132	NATL RECOGNITION PRODUCTS	07/18/2013	66.00
45133	NATL INTERSCHOLASTIC CYCLING	07/18/2013	150.00
45134	NICCU, BRIGHID CATHERINE	07/18/2013	150.00
45135	Vendor Continued Check	07/18/2013	0.00
45136	NORTH CENTRAL TRUCK EQUIPMENT	07/18/2013	3,803.49
45137	NORTHEAST METRO INTERMEDIATE D	07/18/2013	114.00
45138	NATL SCHOOL PUBLIC RELATIONS A	07/18/2013	260.00
45139	ORLOSKE JULIA	07/18/2013	117.91
45140	OXYGEN SERVICE CO INC	07/18/2013	23.40
45141	PIONEER PRESS	07/18/2013	72.40
45142	PITNEY BOWES PURCHASE POWER	07/18/2013	3,039.98
45143	PITNEY BOWES INC	07/18/2013	334.02
45144	POLAR CHEVROLET MAZDA	07/18/2013	1.52
45145	POSTMASTER	07/18/2013	130.00
45146	PRAXAIR DISTRIBUTION INC	07/18/2013	125.42
45147	PREMIUM PAINTING SERVICES LLC	07/18/2013	16,348.00
45148	RELIANCE COMMUNICATIONS	07/18/2013	17,000.00
45149	RENDON-MARTINEZ, CRISTIAN ROLA	07/18/2013	5.00
45150	RUSSELL MATTHEW	07/18/2013	5.00
45151	SAINTS NORTH MAPLEWOOD	07/18/2013	1,080.50
45152	SAM'S CLUB/GEMB	07/18/2013	2,804.64
45153	SHOREVIEW AREA YOUTH BASEBALL	07/18/2013	122.00
45154	SCHOLASTIC INC	07/18/2013	272.50
45155	SELLARDS, DYLAN PAUL	07/18/2013	5.00
45156	SHIRTS ON SITE	07/18/2013	271.40
45157	SOCIETY FOR HUMAN RESOURCE MGM	07/18/2013	180.00
45158	SKYWARD INC	07/18/2013	13.33
45159	SNOM	07/18/2013	115.00
45160	SOLBERG, KARL	07/18/2013	5.00
45161	SPORTS UNLIMITED	07/18/2013	585.00
45162	STEPPINGSTONE THEATRE	07/18/2013	1,302.00
45163	TA SCHIFSKY & SONS INC	07/18/2013	446.35
45164	TALLY'S DOCKSIDE	07/18/2013	600.00
45165	TEACHERS CURRICULUM INSTITUTE	07/18/2013	4,032.00
45166	TEXTBOOK WAREHOUSE INC	07/18/2013	171.90
45167	THYSSENKRUPP ELEVATOR CORP	07/18/2013	1,487.91
45168	TOP TALENT SOLUTIONS	07/18/2013	1,300.11
45169	TOWN LIFE	07/18/2013	1,215.00
45170	TRADE PRESS INC	07/18/2013	804.00
45171	TURFWERKS INC	07/18/2013	200.65
45172	TWIN CITY NURSERY INC	07/18/2013	168.12
45173	UHL CO INC	07/18/2013	729.00
45174	CITY OF VADNAIS HEIGHTS	07/18/2013	2,374.27
45175	VENBURG TIRE CO	07/18/2013	10.00
45176	VOYAGEUR	07/18/2013	325.00
45177	WALKER ART CENTER	07/18/2013	285.00
45178	WARGO NATURE CENTER	07/18/2013	337.50

Check Nbr	Vendor Name	Check Date	Check Amount
45179	WASTE MANAGEMENT OF WI-MN	07/18/2013	2,660.45
45180	WHITE BEAR BOWL	07/18/2013	212.00
45181	WHITE BEAR CENTER FOR THE ARTS	07/18/2013	11,850.00
45182	WHITE BEAR GLASS INC	07/18/2013	68.00
45183	WHITE BEAR SOUND & LIGHTING DE	07/18/2013	250.00
45184	WHITE BEAR LAKE (CITY OF)	07/18/2013	2,781.03
45185	WHITE BEAR LAKE CITY	07/18/2013	70.00
45186	WHITE BEAR LAKE CITY	07/18/2013	300.00
45187	WI CENTER FOR EDUC PRODUCTS &	07/18/2013	418.00
45188	WEST MUSIC COMPANY	07/18/2013	397.48
45189	WESTERN PSYCHOLOGICAL SERVICES	07/18/2013	115.50
45190	WINDSTREAM	07/18/2013	1,349.09
45191	XEROX FINANCIAL SERVICES	07/18/2013	289.67
45192	YANG, JENNIFER	07/18/2013	300.00
45193	ZAHL PETROLEUM MAINTENANCE CO	07/18/2013	534.98
45194	ZEP SALES & SERVICE	07/18/2013	868.40
166	Computer	Check(s) For a Total of	195,587.46

	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
	166	Computer	Checks For a Total of	195,587.46
Total For	166	Manual, Wire Tran, ACH & Computer Checks		195,587.46
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		195,587.46

Check Nbr	Vendor Name	Check Date	Check Amount
131400084	ANDERSON, JEANNE M	07/23/2013	450.96
131400085	ANDERSON, JON C	07/23/2013	1,136.47
131400086	BERNDT, MICHELE R	07/23/2013	210.00
131400087	BERNIER, TIMMY G	07/23/2013	117.81
131400088	BOLEEN, ELIZABETH A	07/23/2013	77.37
131400089	BRADLEY, LYDIA	07/23/2013	27.00
131400090	BRYAN-DAY, MARY E	07/23/2013	12.00
131400091	CHAKOLIS, RICHARD A	07/23/2013	849.77
131400092	DERAAD, MAX D	07/23/2013	758.80
131400093	DIMEGLIO, JOSEPH V	07/23/2013	39.84
131400094	DORNER, JULIE A	07/23/2013	21.47
131400095	DRAMM, MATTHEW R	07/23/2013	102.56
131400096	ENGSTRAN, PAUL A	07/23/2013	40.00
131400097	ESKOW, LYNN K	07/23/2013	113.90
131400098	FERNANDEZ, KEVIN M	07/23/2013	353.70
131400099	FRANSEN, BRIAN J	07/23/2013	20.91
131400100	GAMBONI, RICHARD A	07/23/2013	40.00
131400101	HAYES, TERRY L	07/23/2013	34.18
131400102	HOOLEY, MARGARET A	07/23/2013	27.00
131400103	IVEY, JEFFREY D	07/23/2013	57.35
131400104	KNUTSON, CASSANDRA M	07/23/2013	48.59
131400105	LARSON, SCOTT A	07/23/2013	135.00
131400106	LOVETT, MICHAEL J	07/23/2013	65.00
131400107	MCCOLLOUGH, MICHAEL G	07/23/2013	75.15
131400108	MCPAHON, MARGARET A	07/23/2013	199.33
131400109	MULLALY, REBECCA L	07/23/2013	236.23
131400110	MUNDELL, GERALD K	07/23/2013	375.16
131400111	NASVIK, CRAIG S	07/23/2013	510.00
131400112	PASQUALINI, LISA M	07/23/2013	70.00
131400113	PHETTEPLACE, WANDA M	07/23/2013	64.98
131400114	PICHA, CHRISTINA K	07/23/2013	583.67
131400115	PLASTER, MARK ANTHONY	07/23/2013	163.85
131400116	PRICE, PATTI J	07/23/2013	80.29
131400117	ROSSITER, DANIEL J	07/23/2013	127.96
131400118	ROUSH, ROBIN L	07/23/2013	391.34
131400119	SMITH, TAMMY L	07/23/2013	42.94
131400120	STUMPNER, JODI L	07/23/2013	595.70
131400121	SYNAN, ERIN K	07/23/2013	47.18
131400122	VADNAIS, MOLLY A	07/23/2013	141.22
131400123	VAIL, ANNE B	07/23/2013	112.15
131400124	VETTE, MARISA AA	07/23/2013	1,159.61
131400125	WALKER, DEBRA R	07/23/2013	24.37

42 ACH Check(s) For a Total of 9,740.81

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	42	ACH	Checks For a Total of	9,740.81
	0	Computer	Checks For a Total of	0.00
Total For	42	Manual, Wire Tran, ACH & Computer Checks		9,740.81
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		9,740.81

Check Nbr	Vendor Name	Check Date	Check Amount
45195	AARP DRIVER SAFETY PROGRAM	07/25/2013	392.00
45196	AARP DRIVER SAFETY PROGRAM	07/25/2013	208.00
45197	AMAZON	07/25/2013	525.30
45198	AMERICAN UNITED LIFE	07/25/2013	68.75
45199	AMERIPRISE FINANCIAL SERVICES	07/25/2013	2,981.75
45200	ANOKA COUNTY TREASURY DEPARTME	07/25/2013	1,230.55
45201	APPLE COMPUTER INC	07/25/2013	7,693.00
45202	APPLIED ENVIRONMENTAL SCI INC	07/25/2013	2,658.30
45203	ASTLEFORD INTERNATIONAL TRUCKS	07/25/2013	415.80
45204	AXA EQUITABLE	07/25/2013	5,210.29
45205	BARNETT WB CHRYSLER JEEP DODGE	07/25/2013	1,047.20
45206	BARTHOLD	07/25/2013	1,557.00
45207	BEST BUY BUSINESS ADVANTAGE AC	07/25/2013	342.11
45208	BLAINE RAY WORKSHOPS INC	07/25/2013	540.00
45209	BOYER FORD TRUCKS	07/25/2013	3,372.17
45210	CARLEX INC	07/25/2013	598.35
45211	CARTRIDGE CARE	07/25/2013	544.00
45212	CENTER STAGE PRODUCTIONS	07/25/2013	3,642.08
45213	CHRISTIAN BOOK DISTRIBUTORS	07/25/2013	480.26
45214	COMCAST	07/25/2013	74.60
45215	CONNEY SAFETY	07/25/2013	296.78
45216	CONTINENTAL RESEARCH CORP	07/25/2013	2,063.69
45217	COOL AIR MECHANICAL	07/25/2013	26,980.00
45218	COPY IMAGES INC	07/25/2013	1,134.15
45219	COPY IMAGES INC	07/25/2013	547.08
45220	CRYSTAL CAVE INC	07/25/2013	635.75
45221	CUB FOODS OF WHITE BEAR TWSHP	07/25/2013	749.45
45222	CUMMINS NPOWER LLC	07/25/2013	536.13
45223	Vendor Continued Check	07/25/2013	0.00
45224	Vendor Continued Check	07/25/2013	0.00
45225	DALCO CORPORATION	07/25/2013	10,692.61
45226	DELTA EDUCATION	07/25/2013	293.91
45227	DELTA DENTAL PLAN OF MN	07/25/2013	61,640.10
45228	DESIGNER SIGN SYSTEMS INC	07/25/2013	5,173.56
45229	DEVETTER DESIGN GROUP	07/25/2013	3,411.00
45230	DISCOUNT SCHOOL SUPPLY	07/25/2013	29.81
45231	DOMINOS PIZZA	07/25/2013	177.49
45232	EBSCO	07/25/2013	263.32
45233	ECKROTH MUSIC	07/25/2013	253.44
45234	EDUCATION MN ESI BILLING TRUST	07/25/2013	1,653.50
45235	EDUCATION TO GO	07/25/2013	65.00
45236	ELLISON EDUC EQUIP INC	07/25/2013	48.00
45237	EMC PUBLISHING	07/25/2013	27.95
45238	FASTENAL COMPANY	07/25/2013	106.02
45239	FESTIVAL FOODS-KNOWLAN'S	07/25/2013	26.93
45240	FISHER, PHILLIP E	07/25/2013	428.85
45241	FOLLETT EDUCATIONAL SERVICES	07/25/2013	902.16
45242	FRA-DOR INC	07/25/2013	525.00
45243	GALLAGHERS NORTHWESTERN TIRE C	07/25/2013	1,311.71
45244	GENERAL PARTS LLC	07/25/2013	1,260.00

Check Nbr	Vendor Name	Check Date	Check Amount
45245	GILLUND ENTERPRISES	07/25/2013	407.49
45246	GOLDCOM INC	07/25/2013	3,854.84
45247	GOPHER	07/25/2013	384.93
45248	Vendor Continued Check	07/25/2013	0.00
45249	GRAINGER	07/25/2013	3,338.90
45250	GREATAMERICA FINANCIAL SERVICE	07/25/2013	699.92
45251	GROUP HEALTH INC - WORKSITE	07/25/2013	181.50
45252	HANDWRITING WITHOUT TEARS	07/25/2013	638.00
45253	HANSON, PAUL	07/25/2013	700.00
45254	Vendor Continued Check	07/25/2013	0.00
45255	Vendor Continued Check	07/25/2013	0.00
45256	HEALTHPARTNERS	07/25/2013	1,035,700.43
45257	HISDAHL INC	07/25/2013	336.94
45258	Vendor Continued Check	07/25/2013	0.00
45259	HOGLUND BUS AND TRUCK CO	07/25/2013	2,693.16
45260	HUGO CITY OF	07/25/2013	513,166.00
45261	INNOVATIVE OFFICE SOLUTIONS	07/25/2013	3,935.98
45262	INNOVATIVEKIDS	07/25/2013	63.84
45263	IUOE LOCAL 70	07/25/2013	1,363.06
45264	JC ENVIRONMENTAL & DEMOLITION	07/25/2013	12,180.00
45265	JIMMY JOHNS #574	07/25/2013	119.24
45266	JIMMY'S FOOD & DRINK	07/25/2013	187.50
45267	JOHN DEERE LANDSCAPES	07/25/2013	32.78
45268	JOHNSON CONTROLS INC	07/25/2013	4,445.30
45269	K PEARSON MECHANICAL LLC	07/25/2013	2,709.00
45270	KELLINGTON CONSTRUCTION INC	07/25/2013	52,975.80
45271	KIMBALL MIDWEST	07/25/2013	391.08
45272	LAKESHORE LEARNING MATERIALS	07/25/2013	598.52
45273	LANGERS	07/25/2013	3,023.16
45274	LEW ELECTRIC INC	07/25/2013	45,638.00
45275	LHB INC	07/25/2013	3,065.00
45276	LILLIE SUBURBAN NEWSPAPERS INC	07/25/2013	296.00
45277	LOFFLER COMPANIES INC	07/25/2013	1,346.99
45278	LOVEGREEN RISK MANAGMENT LLC	07/25/2013	6,275.93
45279	M-F ATHLETIC CO INC	07/25/2013	283.60
45280	Vendor Continued Check	07/25/2013	0.00
45281	Vendor Continued Check	07/25/2013	0.00
45282	MADISON NATIONAL LIFE	07/25/2013	39,972.01
45283	MALLOY/MONTAGUE/KARNOWSKI & CO	07/25/2013	1,300.00
45284	MCDONOUGH'S WATERJETTING AND	07/25/2013	1,018.50
45285	METRO SOUND AND LIGHTING	07/25/2013	112.00
45286	METROPOLITAN LIFE	07/25/2013	511.67
45287	MIDAMERICA ADMIN & RETIREMENT	07/25/2013	7,221.63
45288	MIDWEST BUS PARTS INC	07/25/2013	959.50
45289	MN ASSOC OF HONOR SOCIETIES	07/25/2013	240.00
45290	MN CHILD SUPPORT	07/25/2013	1,325.60
45291	MN CONWAY FIRE & SAFETY	07/25/2013	163.00
45292	MN UTILITIES & EXCAVATING	07/25/2013	130,848.25
45293	MONTESSORI RESEARCH & DEVELOPM	07/25/2013	17.50
45294	MOORE, CYNTHIA A	07/25/2013	560.00

Check Nbr	Vendor Name	Check Date	Check Amount
45295	MN REC & PARK ASSN (MRPA)	07/25/2013	480.00
45296	NAC MECHANICAL & ELECTRICAL SE	07/25/2013	56,312.13
45297	NADEAU, MARGARET M	07/25/2013	499.00
45298	NCPERS MINNESOTA	07/25/2013	304.00
45299	NEXTEL COMMUNICATIONS	07/25/2013	68.93
45300	Vendor Continued Check	07/25/2013	0.00
45301	Vendor Continued Check	07/25/2013	0.00
45302	NORTH CENTRAL TRUCK EQUIPMENT	07/25/2013	6,043.74
45303	NORTH MEMORIAL URGENT CARE	07/25/2013	18.00
45304	NORTHERN LANDSCAPE & IRRIGATIO	07/25/2013	242.00
45305	O'REILLY AUTOMOTIVE INC	07/25/2013	3,191.61
45306	OFFICE DEPOT	07/25/2013	846.52
45307	OFFICEMAX INCORPORATED	07/25/2013	305.55
45308	Vendor Continued Check	07/25/2013	0.00
45309	ON SITE SANITATION INC	07/25/2013	1,299.00
45310	PARKOS CONSTRUCTION CO INC	07/25/2013	75,104.34
45311	PARTS MIDWEST INC	07/25/2013	332.39
45312	P B B S EQUIPMENT CORP	07/25/2013	253.40
45313	PETERSON BROS ROOFING & CONST	07/25/2013	4,692.85
45314	PLAISTED COMPANIES INC	07/25/2013	2,799.55
45315	RATWIK ROSZAK & MALONEY PA	07/25/2013	3,962.02
45316	REALLY GOOD STUFF INC	07/25/2013	148.11
45317	RENAISSANCE LEARNING	07/25/2013	5,479.00
45318	THE RETROFIT COMPANIES INC	07/25/2013	207.74
45319	RICE LAKE CONSTRUCTION GRP	07/25/2013	78,234.40
45320	RIDDELL INC	07/25/2013	2,197.40
45321	ROOF SPEC INC	07/25/2013	2,150.00
45322	SAFeway DRIVING SCHOOL	07/25/2013	7,875.00
45323	SAINTS NORTH MAPLEWOOD	07/25/2013	294.00
45324	SCHOOL SERVICE EMPLOYEES	07/25/2013	643.16
45325	SENTRY SYSTEMS INC	07/25/2013	12,320.96
45326	SHRED-IT USA - MINNEAPOLIS	07/25/2013	1,404.91
45327	SNAP-ON TOOLS	07/25/2013	210.10
45328	SOCIAL STUDIES SCHOOL SERVICE	07/25/2013	110.71
45329	STAPLES ADVANTAGE	07/25/2013	4,446.78
45330	SUBWAY	07/25/2013	70.00
45331	SUPERIOR STRIPING INC	07/25/2013	11,858.00
45332	SVL SERVICE CORPORATION	07/25/2013	133.91
45333	TALLY'S DOCKSIDE	07/25/2013	780.00
45334	TAMARACK NATURE CENTER	07/25/2013	975.00
45335	TDS METROCOM - MN	07/25/2013	6,842.98
45336	TESSMAN SEED CO	07/25/2013	1,200.00
45337	THELEN HEATING & ROOFING INC	07/25/2013	98,942.50
45338	TIERNEY BROTHERS INC	07/25/2013	1,007.05
45339	TIES	07/25/2013	8,474.40
45340	TILSNER CARTON CO	07/25/2013	230.00
45341	TOP TALENT SOLUTIONS	07/25/2013	507.36
45342	TOYOTA-LIFT OF MINNESOTA	07/25/2013	385.72
45343	TURFWERKS INC	07/25/2013	3,226.10
45344	TWIN CITY NURSERY INC	07/25/2013	246.23

Check Nbr	Vendor Name	Check Date	Check Amount
45345	VANGUARD SMALL BUSINESS SERVIC	07/25/2013	3,620.85
45346	WHITE BEAR LAKE ROTARY CLUB	07/25/2013	265.50
45347	WHITE BEAR LAKE UMPIRES ASSN	07/25/2013	5,200.00
45348	WHEELER HARDWARE COMPANY	07/25/2013	10,198.25
45349	WL HALL COMPANY	07/25/2013	3,548.13
45350	XCEL ENERGY	07/25/2013	76,212.65
45351	XEROX CORPORATION	07/25/2013	31.09
45352	YMCA OF THE GREATER TWIN CITIE	07/25/2013	20.00
45353	ZEP SALES & SERVICE	07/25/2013	950.40
159	Computer	Check(s) For a Total of	2,547,500.87

	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
	159	Computer	Checks For a Total of	2,547,500.87
Total For	159	Manual, Wire Tran, ACH & Computer Checks		2,547,500.87
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		2,547,500.87

Check Nbr	Vendor Name	Check Date	Check Amount
45354	VOID	07/29/2013	VOID
45355	ABUNDANT CATERING	07/29/2013	560.00
45356	CARVER-SCOTT ED COOP ISD #930	07/29/2013	1,008.48
45357	CLINICARE CORP	07/29/2013	4,736.54
45358	CLINTON, ERIC	07/29/2013	1,350.00
45359	DEPT OF THE TREASURY	07/29/2013	502.00
45360	EAST METRO INTEGRATION DIST 60	07/29/2013	2,223.50
45361	ISD #938 MAWSECO	07/29/2013	9.60
45362	KRAUS ANDERSON CONSTRUCTION CO	07/29/2013	73,765.96
45363	LIFESPAN	07/29/2013	9,472.50
45364	NORTHEAST METRO INTERMEDIATE D	07/29/2013	87,655.37
45365	SMITH, DELON	07/29/2013	930.00
45366	VADNAIS HEIGHTS SPORTS COMPLEX	07/29/2013	150.00
45367	WELLS FARGO - COMML OPERATIONS	07/29/2013	170,613.50
45368	WILSON-WORSLEY, TIFFANY R	07/29/2013	40.00
14	Computer	Check(s) For a Total of	353,017.45

	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
	14	Computer	Checks For a Total of	353,017.45
Total For	14	Manual, Wire Tran, ACH & Computer Checks		353,017.45
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		353,017.45

Check Nbr	Vendor Name	Check Date	Check Amount
45369	LIFESPAN	07/30/2013	7,814.61
45370	RAMSEY COUNTY COMM HUMAN SVCS	07/30/2013	30,100.00
2	Computer	Check(s) For a Total of	37,914.61

Check Nbr	Vendor Name	Check Date	Check Amount
45363	LIFESPAN	07/30/2013	9,472.50
1	Void	Check(s) For a Total of	9,472.50

3apckp07.p
05.13.06.00.00-10.2-010020

WHITE BEAR LAKE MN ISD #624
Check Summary

2:19 PM

07/31/13

PAGE: 1

Check Nbr	Vendor Name	Check Date	Check Amount
45371	ABUNDANT CATERING	07/31/2013	2,973.75
45372	NORTHEAST METRO INTERMEDIATE D	07/31/2013	23,266.01
2	Computer	Check(s) For a Total of	26,239.76

	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
	2	Computer	Checks For a Total of	26,239.76
Total For	2	Manual, Wire Tran, ACH & Computer Checks		26,239.76
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		26,239.76

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: **August 12, 2013**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Pete Willcoxon, Sr.**
Executive Director of Business Services

Donation	Donor	Recipient
School Supplies	Mr. and Mrs. Chester Piotrowski	White Bear Lake Area Public Schools
\$120.90	Wells Fargo Community Support Campaign	Willow Lane Elementary School
\$6,543.05	Wells Fargo Foundation Educational Matching Gift Program	Sunrise Park Middle School
\$108.55 for Girls' Softball Program	Kari Stielow	White Bear Lake Area High School

RECOMMENDATION: Accept donations.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **August 12, 2013**

SUGGESTED DISPOSITION: **Consent Agenda**

CONTACT PERSON(S): **David Law, Assistant Superintendent**

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/ Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
Friday, 08/30/13 – Saturday, 08/31/13 Marshfield, WI	Patti Percival	Girls' Cross Country Team	0	35-45	Total cost per student: \$60 Student Portion: \$60 Other Sources(s): Transportation covered by Cross Country Budget.	Bus	Marshfield Cross Country Invite is very beneficial to the team as it is a unique cross country course which is great to compete against different teams. It also provides great team bonding.
Friday, 08/23/13 - Saturday, 08/24/13 St. John's University St. Cloud, MN	Ben Vulu	Boys' Soccer Team	0	20	Total cost per student: \$0 Student Portion: \$0 Other Source(s): Student Activity Account (fund raised money) for hotel.	Parents	To compete in two regular season games.

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-6(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-6(f).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION - CLASSIFIED STAFF

NOAH DOMBROVSKI – Pupil Support Assistant, High School-North Campus
Employed by District 624 since 09/04/2012
Effective Date: 08/05/2013

JOSEPH PALUMBO – Assistant Head Custodian Engineer-A-Bldg., Sunrise MS
Employed by District 624 since 09/13/2010
Effective Date: 08/02/2013

LUCY SWEENEY – Pupil Support Assistant, Birch Lake Elementary
Employed by District 624 since 11/08/2012
Effective Date: 08/02/2013

AMANDA ZAHLER – Program Assistant Leader, Hugo Elementary
Employed by District 624 since 10/02/2006
Effective Date: 07/02/2013

RETIREMENT - CLASSIFIED STAFF

DEBORAH FOLLMER – Pupil Support Assistant, Lakeaires Elementary
Employed by District 624 since 09/22/1998
Effective Date: 08/31/2013

RESIGNATION - CERTIFIED STAFF

TRAVIS PELINKA –.60 PE/Health Teacher, Sunrise Middle School
Employed by District 624 since 08/24/2011
Effective Date: 07/01/2013

CHANGE IN CONTINUING CONTRACT - CERTIFIED STAFF

JILLIAN HAUTMAN – Spanish Teacher, Oneka/Otter Lake Elementary
From a .70 f.t.e. to a 1.00 f.t.e
Effective Date: 2013-2014 School Year

JENNIFER GERE – Instrumental Teacher, Central/Sunrise Middle Schools
From a .90 f.t.e. to a 1.00 f.t.e
Effective Date: 2013-2014 School Year

LAI LAU – Chinese, Lincoln/Vadnais Heights Elementary
From a .80 f.t.e. to a .90 f.t.e
Effective Date: 2013-2014 School Year

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

CHANGE IN CONTINUING CONTRACT - CERTIFIED STAFF

DANIELLE OLSRUD – Spanish Teacher, Otter Lake Elementary
From a .70 f.t.e. to a 1.00 f.t.e
Effective Date: 2013-2014 School Year

DANIELLE PERRIER-MILLER – School Psychologist, Lincoln Elementary
From a .85 f.t.e. to a 1.00 f.t.e
Effective Date: 2013-2014 School Year

FULL - TIME LEAVE REQUEST - CERTIFIED STAFF

JOSHUA BOCK – Elementary Teacher, Oneka Elementary
Employed by District 624 since 08/22/2002
Effective Dates: 03/17/2014 through 06/06/2014

KELLY PYLKAS-BOCK – Elementary Teacher, Matoska International
Employed by District 624 since 08/24/2000
Effective Dates: 08/26/2013 through 03/07/2014

CHANGE IN PART - TIME LEAVE REQUEST - CERTIFIED STAFF

JOSEPHINE ROBINSON – Guidance Counselor, High School-South Campus
.60 Leave (.40 position)
Effective Date: 2013-2014 School Year

PART - TIME LEAVE REQUEST - CERTIFIED STAFF

DEBRA THIBAUT – Elementary Teacher, Oneka Elementary
.20 Leave (.80 position)
Effective Date: 2013-2014 School Year

CHANGE IN POSITION – SUPERVISORY STAFF

ANDREA WILDMAN HILAL – Coordinator–Adult Programs, Senior Center
\$63,750.00
Effective Date: 07/01/2013

NEW PERSONNEL – CABINET - CORRECTION IN SALARY

PETER WILLCOXON, SR. – .5 Executive Director of Business Services, District
\$37,480.00
Effective Dates: 07/01/2013 through 12/31/2013

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL – CLASSIFIED STAFF

JOHN KOEGER – Pupil Support Assistant, High School-North Campus
\$16.65 / hr. 6.5 hrs. /week 180 days \$19,480.50
Effective Date: 09/03/2013

HUONG NGUYEN – Pupil Support Assistant-ECSE-K, Normandy
\$16.65 / hr. 29 hrs. /week 145 days \$17,503.31
Effective Date: 08/27/2013

DEBRA VILLAFANIA – HR Specialist, District Center
\$47,069.50 (pro-rated based on \$53,209.00)
Effective Date: 08/13/2013

NEW PERSONNEL – PROFESSIONAL STAFF

STEVEN ASPER – Technology Support Manager, District Center
\$78,952.10 (Pro-rated on \$89,250.00)
Effective Date: 08/12/2013

SARA DERBY – Special Services Supervisor, District Center
\$90,931.75 (Pro-rated on \$96,500.00)
Effective Date: 07/22/2013

NEW PERSONNEL – CERTIFIED STAFF

DANIELLE COTTS – Kindergarten Teacher, Vadnais Heights Elementary
BA+45, Step 2 \$41,078.00
Effective Date: 2013 – 2014 School Year

MONICA DOHERTY – Play & Learn Teacher, Normandy Park
\$18,900.00
Effective Date: 2013 – 2014 School Year

RACHEL GILBERT – .5 PE/DAPE Teacher, Central MS/High School-South Campus
BA, Step 1 \$18,609.50
Effective Date: 2013 – 2014 School Year

BRIGETTE JOHNSON – .85 DAPE/PE/Health Teacher, Sunrise MS/High School
MA, Step 1 \$35,571.00
Effective Date: 2013 – 2014 School Year

KIMBERLY JOHNSON – Kindergarten Teacher, Lakeaires Elementary
MA, Step 3 \$44,281.00
Effective Date: 2013 – 2014 School Year

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL – CERTIFIED STAFF (continued)

MARGARET LANDBY – .3 German Teacher, Sunrise Middle School
BA+60, Step 12 \$18,027.90
Effective Date: 2013 – 2014 School Year

MARY MALOY – Kindergarten Teacher, Hugo Elementary
BA+15, Step 12 \$55,629.00
Effective Date: 2013 – 2014 School Year

MARTIN MUDEK – Social Studies Teacher, Central/Sunrise Middle Schools
MA, Step 9 \$55,699.00
Effective Date: 2013 – 2014 School Year

ELIZABETH WAEGHE – .4 ECSE Teacher, Normandy Park
BA+45, Step 12 \$22,441.20
Effective Date: 2013 – 2014 School Year

NEW LONG TERM SUBSTITUTES – CERTIFIED STAFF

NORMALYN HALEY – Elementary Teacher, Matoska International/Oneka Elementary
BA, Step 1 \$37,219.00
Effective Date: 2013 – 2014 School Year

COLLEEN KOPP – Intervention Teacher, Hugo/Oneka Elementary
BA, Step 2 \$38,342.00
Effective Date: 2013 – 2014 School Year

TRACY SMITH – .5 Mathematics Teacher, Sunrise Middle School
BA+45, Step 2 \$20,539.00
Effective Date: 08/21/2013 through 01/20/2014

TANNER STEVENS – Science Teacher, High School-North/South Campuses
BA+45, Step 2 \$41,078.00
Effective Date: 2013 – 2014 School Year

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

AGENDA ITEM: **Presentation of Awards from
National School Public Relations Association**

MEETING DATE: **August 12, 2013**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Marisa Vette, Director of Communications and
Community Relations**

Background:

The District recently received the following awards from National School Public Relations Association (NSPRA):

- 2013 Award of Honorable Mention for *Legacy, Commitment* and *Promise* videos
- 2013 Award of Merit for the District's Community e-Newsletter
- 2013 Award of Merit for "Anything Goes" Fall 2012 Musical Playbill
- 2013 Award of Merit for White Bear Bears Core Values Posters
- 2013 Award of Merit for 2012-13 Registration materials, which includes our four registration guides: Early Childhood, Elementary, Middle School and High School
- 2013 Award of Excellence for District and School Websites
- 2013 Award of Excellence for 2011-12 Annual Report
- 2013 Award of Excellence for 2012-13 Activities Calendar
- 2013 Award of Excellence for 2012-13 Academic Planner and Student Handbook

There were 894 entries in this year's national contest. There were 679 entries for publications (125 received excellence, 174 received merit, 202 received honorable mention). There were 135 entries audio/visual (15 received excellence, 48 received merit, 42 received honorable mention). There were 80 entries for websites (7 received excellence, 10 received merit, 9 received honorable mention).

With just 27 winning entries coming from Minnesota, one-third of them were White Bear Lake Area Schools projects. A complete list of 2013 award winners can be found at http://www.nspr.org/awards/pubs_media.

This is the fifth consecutive year the District has received awards from the NSPRA.

In the spring of 2013, the District received state publications awards from Minnesota School Public Relations Association (MinnSPRA) and the Minnesota Association of Government Communicators (MAGC).

AGENDA ITEM: **Presentation on Student Trip to Partnership School
In Leipzig, Germany**

MEETING DATE: **August 12, 2013**

SUGGESTED DISPOSITION: **Information Item**

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

Background:

In the fall of 2012, the White Bear Lake Area High School hosted 15 students who came to us from Leipzig, Germany. White Bear Lake Area High School and F.-A.- Brockhaus-Gymnasium in Leipzig, Germany are part of the German-American Partnership Program (GAPP). The partnership was brought to White Bear Lake Area High School by German Teacher Ted Anderson, currently on leave serving as a school administrator in Berlin.

Because this is a partnership between two schools and has the continuity of staff members working overtime, it goes much deeper than a simple study trip. For this evening we have invited teachers Fay Kotilinek and Karla Booth and students who attended this summer's trip to Germany to describe their experiences in Germany, and the value of the partnership both for themselves and other students of White Bear Lake Area High School.

I had the privilege of being included in a portion of the trip travelling with students and spending time at the school in Leipzig.

There were no public funds expended on this international trip. The students attended at their own expense, and I attended while on vacation and at my own expense.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **August 12, 2013**
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: Capital Projects Levy Discussion
MEETING DATE: August 12, 2013
SUGGESTED DISPOSITION: Discussion Item
CONTACT PERSON: Pete Willcoxon Sr.
Executive Director of Business Services

Background:

The District's capital projects levy, approved in 2003, expired with our last property tax cycle.

The revenue generated by this voter approved levy has been in place for ten years and has contributed significantly to the ability of the District to meet its ongoing and increasing needs in the areas of technology, large musical instruments, textbooks and media materials.

At its July regular school board meeting, the school board directed administration to work with District legal counsel to develop a resolution to address this issue.

Administration will be presenting information related to this issue as well as its recommendation.

The meeting agenda also contains an operational item on which administration is asking the School Board to take action.

Recommendation:

Discussion.

AGENDA ITEM: **Preliminary School Board/Superintendent Goals for 2013-14**

MEETING DATE: **August 12, 2013**

SUGGESTED DISPOSITION: **Discussion Item**

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

Background:

Each year the School Board reviews goals for the year both from the district's Strategic Plan and other operational goals identified by the administration and school board.

Beginning with 2011-12 most of our goals are drawn directly from the district's Strategic Plan, with the addition of goals on finance, communications and marketing, and a small number of operational goals.

For 2013-14, the strategic priorities are drawn from the 30 member Strategic Planning team and provided to the School Board this past spring. The school board reviewed both the Strategic Plan priorities and other potential school board/superintendent goals at their retreat on July 8, 2013, and the list of goals included with this agenda are those emerging from that school board retreat.

The goals will be on the public agenda this evening, further discussed at the August work-study session, and scheduled for adoption at the September board meeting.

School Board/Superintendent Goals for 2013-14

Goal 1: Strategic Plan (see full list attached)

Goal 2: Ongoing Financial Stewardship and Budget Management

Goal 3: Continue Implementation of the Communications and Marketing Plan for the District.

Goal 4: Development of a School District Vision

Goal 5: Operational Improvements

a. Recognition Program, Phase II

- b. Implement the recommendations of the Gifted and Talented program review, with staged implementation beginning for the 2013-14 school year.
- c. Develop plans for a String Orchestra program with the first phase programming beginning in the 2014-15 school year.
- d. Update Emergency Response Plan

**WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES**
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

Strategy I: We will develop a comprehensive understanding of our students' needs and interests to ensure students are challenged and excelling academically.

PRIORITIES IN PROGRESS (BEGUN 2011-12 or 2012-13)

- I. 1. All students will achieve grade level in reading, writing and math by grade 4 and maintain grade level proficiency throughout their tenure in White Bear Lake Area Public Schools.
- I. 2. All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution.
- I. 4. The District will build upon the International Baccalaureate (IB) offering already in place at Matoska by implementing the IB Middle Years Program, career-related program, and Diploma program at District schools. (STIPULATION - IB should not be limited from moving beyond this for other schools if there is interest)

PRIORITIES FOR FUTURE CONSIDERATION

- I. 3. Authentic Intellectual Work (AIW) principles will be implemented at all grade levels. (STIPULATION - Communication with parents and community with the ability to report back to show evidence that AIW is working.)
- I. 5. Students will have the opportunity to access multiple electives each year while meeting graduation standards.

**WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES**
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

Strategy II: We will create and implement a plan for global experiences and relationships to further understand world connections.

PRIORITIES IN PROGRESS (BEGUN 2011-12 or 2012-13)

- II. 1. All students will expand their global perspective through the study of world language and culture at the elementary schools. (STIPULATION - within each school, one or more options will be available to study world language and culture)
- II. 2. Secondary students will develop global understanding and competitiveness through expanded world language opportunities at the secondary level.
- II. 4. All students will expand their global perspective by participating in annual service learning opportunities at the classroom or building level. (STIPULATION - opportunities are voluntary and not required)
- II. 6. Middle school level students will develop global understanding and competitiveness through expanded and developed International Baccalaureate programming.

PRIORITIES FOR FUTURE CONSIDERATION

- II. 3. Teachers and staff will have the knowledge and skills to promote global languages and culture among students.
- II. 5. Elementary students have an opportunity to develop global understanding and competitiveness through expanded International Baccalaureate programming.
- II. 7. All students will have opportunities to have cross-cultural experiences in and out of the classroom.
- II. 8. All students will expand their global perspective through the study of world cultures and history of peoples within our diverse student body and community (Cross reference to Strategy IV - Plan 7).

**WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES**
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

Strategy III: We will ensure our facilities support our district's mission and objectives.

PRIORITIES IN PROGRESS (BEGUN 2011-12 or 2012-13)

- III. 1. The District will ensure that inside and outside large group spaces are comparable to conference schools.
- III. 2. At an additional three elementary schools, the District will provide a gym with a performing arts area separate from the cafeteria.
- III. 3. The District will ensure that storage spaces are equitable for all district facilities. *Combined with III.2.*
- III. 4. The District will ensure that square footage to accommodate student population and program activities are equitable for all buildings.
- III. 6. Each district facility will have an HVAC system that provides optimum air quality throughout the district.
- III. 8. The District will ensure that all schools provide secure entrances.
- III. 9. District facilities will be designed to allow for informational technology to be accessible by all ISD 624 employees, learners and families.
- III.10. The District will ensure that elementary class sizes are balanced across the district.
- III.11. Secondary facilities will be evaluated and recommendations will be made that improve programs and reduce transitions, including a cost benefit analysis of a single campus high school.

PRIORITIES NEW FOR 2013-2014:

- III. 5. Each district facility will have a standardized operations and a maintenance procedures manual consistent with best practices.

PRIORITIES FOR FUTURE CONSIDERATION

- III. 7. Each District facility will have appropriate acoustical levels for the site.

**WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES**
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

Strategy IV: We will create a district-wide culture that inspires innovation, a passion for learning, and confidence to pursue dreams.

PRIORITIES IN PROGRESS (BEGUN 2011-12 or 2012-13)

- IV.11. Every classroom will have equitable access to a core set of effective, innovative, and well supported technology.
- IV.12. The District will enhance communication, interaction, and collaboration through the use of a web site.
- IV.13. The District will establish a learning management system to support the development and management of online coursework to allow web-based learning for staff and students.
- IV.14. A policy will be developed and presented for board approval that leverages students' access to mobile technology and use of that technology in the classroom.
- IV.15. Instructional technology will be available for use by students beyond the traditional school day/year.

PRIORITIES NEW FOR 2013-2014:

- IV. 9. Students will have an "individual development/graduation plan" in place that reflects their passions, interests, and strengths.

PRIORITIES FOR FUTURE CONSIDERATION

- IV. 1. The WBLAS will identify strengths and weaknesses in the areas of innovation, confidence to pursue dreams, and passion for learning.
- IV. 2. An evaluation protocol will be implemented assessing a teacher's use of available technology to facilitate collaboration, engagement, and interaction with students.
- IV. 3. Faculty will have the skills to implement collaboration, critical thinking, creativity, and communication skills within their lesson plans.
- IV. 4. STEM integration, 21st century skills and creativity will be incorporated within the curriculum review cycle for areas undergoing current and future review.
- IV. 5. Self-awareness and emotional intelligence curriculum will be incorporated within the curriculum review cycle.

WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

- IV. 7. Teachers will have the skills to assist students as they implement individual development plans within the classroom. (STIPULATION - teachers will have the cultural competence necessary to effectively help students with their individual plans)
- IV. 8. Teachers will have an implementation plan to incorporate current best teaching and learning practices.
- IV.10. A process will be established to facilitate the collection and implementation of innovative ideas.

**WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES**
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

Strategy V: We will build a network of partnerships to provide personal and educational growth and service opportunities for students.

PRIORITIES IN PROGRESS (BEGUN 2011-12 or 2012-13)

- V. 1. The District will implement a process that will provide a consistent method to initiate and maintain community partnerships.
- V. 2. A comprehensive needs assessment will be developed and administered at every WBLA school in order to provide direction to future partnerships.
- V. 3. The District will create a process which aligns a partner with a compelling need or promising vision.
- V. 5. The District will communicate information related to partnerships using a variety of resources.

PRIORITIES FOR FUTURE CONSIDERATION

- V. 4. The District will evaluate each partnership with a periodic review of the objectives and effectiveness of all parties involved.

**WHITE BEAR LAKE AREA SCHOOLS
STRATEGIC ACTION PLAN PRIORITIES**
Based on April 23, 2013 Strategic Planning Team Meeting

Agenda Item D-3
August 12, 2013
School Board Meeting

Strategy VI: We will foster connections with and among students and staff members to ensure all feel valued, supported and understood; and we will establish an environment that cultivates understanding and respect for differences among people.

PRIORITIES IN PROGRESS (BEGUN 2011-12 or 2012-13)

- VI. 1. The District will adopt a comprehensive bullying prevention, intervention, and support program for students and staff that promotes a safe, civil, and inclusive climate and is implemented in each building, program, and service.
- VI. 2. The District will increase the number of faculty and staff from culturally diverse communities to more closely reflect the diversity of the student population.
- VI. 3. During curriculum review cycles in all areas, the District will identify best practices that promote and enhance multi-cultural understanding.
- VI. 5. The District will provide programming that will continue to create an environment of understanding similarities and differences among students, staff, administration, community members, and parents.
- VI. 6. The District will review and assess the current plan related to cultural competency.

PRIORITIES NEW FOR 2013-2014:

- VI. 4. Programs will be adopted and implemented and resources allocated for students and families to promote a positive transition between buildings and programs.

AGENDA ITEM: Policy 708, Transportation of Nonpublic School Students

MEETING DATE: August 12, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Pete Willcoxon, Sr.
Executive Director of Business Services

BACKGROUND:

School Board Policy 708, Transportation of Nonpublic School Students, was reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to address transportation rights of nonpublic school students and to provide equality of treatment in transporting such students pursuant to law.

Recommendation:

To review the policy and provide suggestions or feedback to the administration, with the policy to be placed on the September 9 School Board meeting agenda or a subsequent meeting.

Adopted: December 9, 1996

White Bear Lake Area
School Board Policy 708

Revised: _____

708 TRANSPORTATION OF NONPUBLIC SCHOOL STUDENTS

I. PURPOSE

The purpose of this policy is to address transportation rights of nonpublic school students and to provide equality of treatment in transporting such students pursuant to law.

II. GENERAL STATEMENT OF POLICY

~~It is~~ The policy of the school district is to recognize the rights of nonpublic school students and to provide equal transportation to those students as required by law.

III. ELIGIBILITY

- A. ~~Resident students shall be eligible for transportation to and from a nonpublic school, at the expense of the school district, when transportation is deemed necessary by the school board of the transporting school district because of distance or traffic conditions.~~

The school district shall provide equal transportation within the school district for all students to any school when transportation is deemed necessary by the school district because of distance or traffic conditions in like manner and form as provided in Minn. Stat. §§ 123B.88 and 123B.92 when applicable. (Minn. Stat. § 123B.86, Subd. 1)

- B. A resident student who attends a nonpublic school located within the district shall be eligible for transportation, at the expense of the school district, to and from the nonpublic school within the same guidelines established for public school students (Minn. Stat. § 123B.88, Subd. 1; Minn. Stat. § 123B.86, Subd. 2(a)).
- C. A resident student who attends a nonpublic school located in another district may be eligible for transportation, at the expense of the school district, to district boundaries. For a student to qualify for transportation, the nonpublic school, which the student attends, must maintain grades or departments not maintained in the district or attendance of such students at the nonpublic school can more safely, economically, or conveniently be provided for by such means. (Minn. Stat. § 123B.86, Subd. 2(b)).
- D. A resident student who attends a nonpublic school in another district may be provided transportation to that school, whether or not there is another nonpublic school within the transporting district, if the transportation is to a school maintaining grades or departments not maintained in the district or if the attendance of such students at the nonpublic school can more safely,

economically, or conveniently be provided by such means. If the school district transports students to a nonpublic school located in another district, the nonpublic school shall pay the cost of such transportation provided outside the district boundaries. (Minn. Stat. § 123B.44, Subd. 1)

E. When transportation is provided, the scheduling of routes, manner and method of transportation, control and discipline of students and any other matter relating thereto shall be within the sole discretion, control and management of the school district. (Minn. Stat. § 123B.86, Subd. 3; Minn. Stat. § 123B.91, Subd. 1a)

F. Additional transportation to and from a nonpublic school may be provided at the expense of the school district where such services are provided in the discretion of the school district.

IV. SPECIAL EDUCATION/DISABLED STUDENTS

A. If a resident student with a disability attends a nonpublic school located within the school district, the school district shall provide necessary transportation for the student within the school district between the nonpublic school and the educational facility where special instruction and services are provided on a shared-time basis. If a resident student with a disability attends a nonpublic school located in another school district and if no agreement exists for the provision of special instruction and services on a shared time basis to that student by the school district of attendance and where the special instruction and services are provided within the school district, the school district shall provide necessary transportation for that student between the school district boundary and the educational facility. The school district may provide necessary transportation for that student between its boundary and the nonpublic school attended, but the nonpublic school shall pay the cost of transportation provided outside the school district. School districts may make agreements for who provides transportation. Parties serving students on a shared time basis have access to a due process hearing system as provided by law. (Minn. Stat. § 125A.18)

B. Disabled students whose handicapped conditions are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is transported on a special route for the purpose of attending an approved special education program shall be entitled to special transportation at the expense of the school district or the day training and habilitation program attended by the student. The school district shall determine the type of vehicle used to transport disabled students on the basis of the handicapping condition and applicable laws. This section shall not be applicable to parents who transport their own child under a contract with the school district. (Minn. Stat. § 123B.88, Subd. 19; Minn. Rules Part 7470.1600, Subd. 1)

C. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health

care information as required by law. (Minn. Rules Part 7470.1700)

- D. Any parent of a disabled student who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minn. Stat. Ch. 125A, 120.17 (Minn. Rules Part ~~7470.1600~~, Subd. 3520.330, subp. 2)

V. APPLICATION OF GENERAL POLICY

The provisions of the school district's policy on transportation of public school students [WBLASB Policy 707] shall apply to the transportation of nonpublic school students except as specifically provided herein.

Legal References: Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § ~~123B.84~~ 123.76 (Policy)
Minn. Stat. § ~~123B.86~~ 123.78 (Equal Treatment)
Minn. Stat. § 123B.88 (Independent School Districts, Transportation)
~~Minn. Stat. § 123B.91, Subd. 1a (Compliance by Nonpublic and Charter School Students)~~
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. Ch. 125A (Children With a Disability)
Minn. R. 3520.3300 (Transportation of Handicapped Students)

Cross References: WBLASB Policy 707 (Transportation of Public School Students)
WBLASB Policy 709 (Student Transportation Safety Policy)
MSBA Service Manual, Chapter 2, Transportation
Americans United, Inc. as Protestants and Other Am. United for Separation of Church and State, et al. v. Independent Sch. Dist. No. 622, et al., 288 Minn. 1996, 179 N.W.2d 146 (Minn. 1970)
Eldredge v. Independent Sch. Dist. No. 625, 422 N.W.2d 319 (Minn. App. 1988)
Healy v. Independent Sch. Dist. No. 625, 962 F.2d 1304 (8th Cir. 1992)

AGENDA ITEM: Policy 709, Student Transportation Safety Policy

MEETING DATE: August 12, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Pete Willcoxon, Sr.
Executive Director of Business Services

BACKGROUND:

School Board Policy 709, Student Transportation Safety Policy, was reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

Recommendation:

To review the policy and provide suggestions or feedback to the administration, with the policy to be placed on the September 9 School Board meeting agenda or a subsequent meeting.

Adopted: December 9, 1996
Revised: _____

White Bear Lake Area
School Board Policy 709

709 STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week.

The first week of school is designated as school bus safety week. The National School Bus Safety week is the third week in October.

B. Student Training.

1. The school district shall provide students enrolled in grades kindergarten through 10 with age appropriate school bus safety training. The training shall be results oriented and shall consist of both classroom instruction and practical training using a school bus. Upon completing the training, a student shall be able to demonstrate knowledge and understanding of at least the following competencies and concepts:
 - a. transportation by school bus is a privilege not a right;
 - b. district policies for student conduct and school bus safety;
 - c. appropriate conduct while on the bus;
 - d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe vehicle lane crossing; and
 - g. school bus evacuation and other emergency procedures.
2. ~~All students in grades K-3 who are transported by school bus and are enrolled during the first or second week of school must demonstrate achievement of the school bus safety training competencies by the end of the third week of school. Students grades 4-10 must demonstrate achievement of these competencies by the end of the sixth week of school. Students who enroll in a school after the second week of school and are transported by school bus shall undergo school bus safety training and demonstrate achievement of the school bus safety competencies within four weeks of the first day of attendance. The school district may deny transportation to a student who fails to demonstrate the competencies, unless the student is unable to achieve the competencies due to a disability. Further, the school district may deny transportation to a student who attends a nonpublic school that fails to provide appropriate student training.~~

- ~~3. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.~~
- ~~4. The district will, to the extent possible, provide kindergarten students with school bus safety training before the first day of school.~~
- ~~5. The school district's curriculum for transportation is maintained and available for review in the Transportation Office.~~
- ~~6. Nonpublic school students transported by the school district will receive school bus safety training in their nonpublic school. The nonpublic school must certify to the school district's school transportation safety director that all students have received the appropriate training.~~

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. ~~Riding the school bus is a privilege, not a right. Students are expected to follow the same behavioral standards while riding school buses as are expected on school property or at school activities, functions or events. All school rules are in effect while a student is riding the bus or is at the bus stop.~~

Riding the school bus is a privilege, not a right. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic students.

- B. Consequences for school bus/bus stop misconduct will be imposed by the building principal or the principal's designee. In addition, all school bus/bus stop misconduct will be reported to the district's Transportation Safety Director. Serious misconduct will be reported to the Department of Public Safety and, if appropriate, reported to local law enforcement.
1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be posted on every bus. If these rules are broken, the school district's discipline procedures are to be followed. In most consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the school district's Transportation Office/School Office on the district incident report form. All rules, responsibilities, and behavior standards are in addition to those listed in the White Bear Lake Area School District Code of Discipline.
 2. Rules at the Bus Stop
 - a. Get to your bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students.
 - b. Respect the property of others while waiting at your bus stop.

- c. Keep your arms, legs and belongings to yourself.
- d. Use appropriate language.
- e. Stay away from the street, road or highway when waiting for the bus.
- f. Wait until the bus stops before approaching the bus.
- g. After getting off the bus, move away from the bus.
- h. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- i. No fighting, harassment, intimidation or horseplay.
- j. No use of alcohol, tobacco or drugs.

3. Rules on the Bus.

- a. Stay out of the "Danger Zone" around the bus.
- b. Immediately follow the directions of the driver. Follow driver's instructions.
- c. Sit in your seat facing forward. ~~Always sit down and face forward.~~
- d. Talk quietly and use appropriate language. ~~Be courteous. No pushing, tripping, swearing, or yelling.~~
- e. Keep all parts of your body inside the bus.
- f. Keep your arms, legs and belongings to yourself.
- g. No fighting, harassment, intimidation or horseplay.
- h. ~~Never~~ **Do not** throw objects inside or out of bus.
- i. No eating, drinking or use of alcohol, tobacco or drugs.
- j. Do not bring any weapon or dangerous objects on the school bus.
- k. Do not damage the school bus.
- l. No animals on the bus.

4. Consequences.

- a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's eligibility to ride the bus in connection with co-curricular and extra-curricular events (for example, field trips or competitions) will be in the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

- 1st report: Warning with a copy of report sent home to parent or guardian.
- 2nd report: Student will be placed on probation and the parent/guardian will be notified that further behavior infractions will result in loss of ridership privileges.
- 3rd report: Student will be suspended from the bus for 3 days.
- 4th report: Student will be suspended from the bus for 5 days.
- 5th report: Student will be suspended from the bus for 10 days.
- 6th report: Meeting with parent/guardian. Possible loss of bus ridership privileges for the remainder of the school year.

(1) Other Discipline.

Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

(2) Records.

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of serious misconduct will be provided to the Department of Public Safety by the Transportation Safety Director.

(3) Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

(4) Notice.

Students will be given a copy of school bus rules and the responsibilities and behavior standards for bus riders before the end of school bus safety training. The rules will also be posted on each bus.

(5) Criminal Conduct.

In cases involving criminal conduct (for example, assault, weapons, possession or vandalism), the Superintendent, local law enforcement officials and the Department of Public Safety will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent/Guardian Responsibilities for Transportation Safety:

1. Provided the school office with proper student information including the home address, the home telephone number, and the telephone number at which the parent/guardian may be reached in the event of an emergency.
2. Provide the school office and the transportation office with accurate information regarding student name, address, phone number, emergency information and day care information. Remember to immediately notify the school office of any changes.
3. Instruct your children to be at the school bus stop at least 5 minutes before the scheduled pick-up time. Under no circumstances should students arrive at the bus stop more than 10 minutes prior to the scheduled pick-up time.
4. Remain alert to impending weather patterns and have your child properly clothed for the current weather conditions.
5. **Consider in advance how long your child should wait at pick-up locations during conditions of extreme cold or extreme wind-chill conditions.**
6. Both parents and students should know the school name and the route number of the bus. Students in K-2 should have a "bus pass" fastened to their book bag or backpack.
7. Provide the child with a book bag or backpack for books and loose papers, pencils, etc.

B. Parent and Guardian Notification:

709-5

A copy of the school district school bus and bus stop rules will be provided to each family at the beginning of the school year or when a child enrolls, if this occurs during the school year. Parents and guardians are asked to review the rules with their students.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

All school bus drivers shall be adequately prepared, both physically and mentally, each day to perform required duties. These duties shall include:

A. Operating the vehicle in a safe and efficient manner.

1. Safety. The primary concern of each driver is safety. Drivers will exercise extreme caution during the loading and unloading process as well as when driving.
2. Defensive Driving. All drivers are to drive defensively at all times. A definition of defensive driving is: driving in a manner to avoid accident involvement despite adverse conditions created by roads, weather, traffic, or errors of other drivers or pedestrians.
3. Driving Adjustments. Winter and wet weather conditions require adjusting speed and normal driving practices to compensate for road conditions.
4. Emergency Doors. Emergency doors must be free and operable. Under no circumstances may the doors be obstructed to prevent easy access.
5. Service Door. The service door of the bus must be closed at all times while the bus is in motion.
6. Overloads. The registration card in all vehicles designates the maximum number of passengers allowed. This limit cannot be exceeded. A driver should call the dispatch office for instructions should a vehicle become overloaded.
7. Railroad Crossings. All vehicles must stop at railroad crossings, using required procedures, whether they are loaded or empty. Drivers shall not activate the eight-way lights; four-way hazard lights are to be used before stopping and when crossing the tracks.
8. Speeding and Other Moving Violations. No bus will travel faster than road, traffic and weather conditions safely permit, regardless of the posted speed limit. Any driver convicted of a moving violation with a school bus will face disciplinary action. Other reports or warnings regarding speeding will result in suspension and/or termination.

9. Smoking Prohibited. Smoking by either the driver or the passengers is prohibited on any school bus, Type III vehicle, or on school property.
- B. Conducting thorough pre-trip and post-trip inspections of the vehicle and special equipment.
1. Bus Inspection. Drivers are required to make a pre-trip inspection of the bus before each trip. Failure to do so is a violation of State law. Defects are to be reported in writing. Drivers are required to check their buses for students, vandalism and articles left on the bus after each route segment.
 2. Safety Equipment. All drivers are responsible for ensuring that the necessary safety equipment is aboard the bus, including fire extinguisher, first aid kit, bodily fluids clean-up kit, flashlight, reflectorized emergency warning device, and any additional items required by the district. Drivers of vehicles for disabled students will ensure all student health information cards are on board the bus.
 3. Bus Cleaning. Drivers are required to keep the interior of their buses swept and free of trash at all times.
 4. Fueling. The driver is responsible for ensuring that his or her assigned vehicle is adequately fueled before leaving the yard. Smoking is prohibited in the fueling area. The engine shall be turned off while fueling. It is against the law to fuel with passengers aboard.
- C. Ensuring the safety, welfare and orderly conduct of passengers while on the bus.
(See Section II)
- D. Meeting emergency situations in accordance with operating procedures. (See section V)
- E. Communicating effectively with school staff, students, parents, law enforcement officials and the motoring public.
1. Relations with Students. Bus drivers will treat students with respect and will refrain from any conduct which is intended or could be perceived as demeaning, intimidating or harassing.
 2. Relations with School Officials. School officials can and will be of considerable assistance to drivers. They are trained in the education of students and it is in their best interest that control and discipline be maintained on the bus. Therefore, it is very important drivers have good relationships with the school officials and give them full cooperation.
 3. Relations with the Public. It is important to remember that to the general public, the driver represents the school district. Buses are one of the most visible vehicles on the road. Drivers must deal with students, parents, and other motorists in a polite, professional and considerate manner.

4. Student Discipline. Although drivers are responsible for maintaining order on the bus, drivers must always remember that the types of actions they may use are governed by school district policy. Drivers must never, under any circumstances, use corporal punishment. Drivers have no authority to deny a child the privilege of riding the bus, or drop the student at other than the designated stop. Any denial of bus-riding privileges can come only from the school authorities.
5. Route Changes. Drivers may not make changes in the pick-up or drop-off schedule for his or her route without prior authorization. Bus stops may not be added, deleted or moved without approval. Drivers may not deviate from the established route without prior permission except as required by an emergency or temporary road conditions.
6. Route Problems. Any problems, of whatever kind, encountered by a driver on the routes or trips should be brought to the attention of the Dispatch Office or the Transportation ~~Director~~ Supervisor as soon as possible.
7. Unauthorized Passengers. Only authorized passengers may be transported in a bus. Any other passenger must be specifically approved by a school ~~Administrator~~ Transportation Supervisor.
8. Notices. It is the responsibility of the driver to check for notices each day and to check with his or her supervisor regularly.

F. Completing required reports.

It is the responsibility of the driver to completely fill out and turn in all reports, discipline referrals, time cards, and mechanical defect slips as required. This includes all requirements pertaining to pre-trip inspections and stop-arm violation reports.

G. Completing required training programs successfully.

The training program is outlined in the "Safe School Bus Driver Curriculum", and is available in the Transportation Department.

H. Providing maximum safety for passengers during loading and unloading.

1. Standeers Prohibited. Standees are not allowed on a moving school bus. Drivers must not move a bus from a stopped position until all passengers are seated. Students are to remain seated until the bus has stopped.
2. Dangerous Articles. No weapons or articles that may be classified as dangerous, may be transported on a school bus. This includes any and all weapons, gasoline cans, animals, and other dangerous or objectionable

items. Possession of weapons on school property or the bus will not be tolerated. Companion dogs are allowed.

3. Wearing driver's seat belt whenever the bus is in motion.

Additional driver duties and responsibilities may be found in the driver handbook. All bus driver dismissals will be reported to the Department of Public Safety pursuant to Department of Public Safety directions.

VI. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. All routes shall be on file with the school district's School Transportation Safety Director. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School bus Driver Training Manual.
2. Only students assigned to the school bus by the district shall be transported. The number of students or other authorized passengers transported in ~~or assigned to~~ a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. Drivers are to enforce the provisions of the school bus and bus stop rules as appropriate. Students may be released from the bus at only two points, the designated bus stop or at school, except in case of an emergency or as otherwise authorized.
4. The parent/guardian may designate, pursuant to school district policy, ~~by a signed, written request~~ a day care facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet other eligibility requirements.
5. Students who misbehave severely may be returned to the school immediately and reported to the building principal or other designated individual.
6. Safety evacuation drills for the student-passengers, shall be conducted in compliance with state law.
7. There shall be no students in the bus while the fuel tank is being filled. On leaving the vehicle when students are in the bus, the driver shall stop the bus, remove the ignition key, set the brakes and otherwise render the bus immobile.

8. Buses shall not be run backwards on the school grounds or any other point if it can be avoided. If it is necessary to run a bus backwards on school grounds, the driver shall have another responsible person act as a guard flagman in back of the bus to keep other persons out of the path and to issue warnings to the driver of approaching traffic.
9. When arriving or leaving the school grounds, the driver must not follow closer than 50 feet from the vehicle directly in front of the bus or closer than 500 feet when traveling on the highway.
10. No school bus shall pull any trailer when students are being transported on regular routes to or from school.
11. In case of an accident or breakdown of the bus, the driver shall contact the dispatcher using the two-way radio. If no radio contact is available, the driver shall not leave the bus but shall send two responsible students to the nearest house to summon help.
12. The district may adopt such additional operating rules as are deemed necessary to meet local conditions and needs, provided they do not conflict with State laws and regulations.

B. Use of Signals, Loading or Unloading

The driver shall follow the following procedures:

1. The driver shall activate the flashing 8-light system of the bus at least 300 feet before stopping to load or unload students when outside an incorporated municipality, and 100 feet when operating within an incorporated municipality, and shall not extinguish such lights until loading or unloading is completed and persons who must cross the roadway or highway are safely across.
2. Bring the vehicle to a complete stop in the right hand lane of the roadway parallel to the center line.
3. Prior to discharging students, open door, activate red flashing lights and extend the stop arm. Discharge students only after all traffic (front and rear) has come to a complete stop.
4. Keep door open and eight-light system operating until all students have been loaded or unloaded safely.
5. The driver should avoid loading or unloading students where the view is obstructed to other motorists for 200 feet in either direction.

6. The driver will not permit students to stand or get on or off the bus while it is in motion.
7. The driver will bring the bus to a full stop and disengage gears by shifting gear shift lever into neutral position or selector into neutral or park position before loading or unloading students.
8. The driver shall visually ascertain that students getting off the bus who do not need to cross the road are a safe distance from the bus before moving the vehicle.
9. Buses shall load and unload students only at designated locations.

C. Crossing Highways and Streets

1. Students shall pass approximately 10 feet in front of the school bus so as to be seen by the driver and cross the road only upon receiving a hand signal from the driver, or
2. The student shall pass approximately 10 feet in front of the bus so as to be seen by the driver and be conducted across the road by the school bus patrol, or
3. The driver shall personally conduct the students across the road after following required procedures for disabling the bus.
4. ~~The driver shall visually ascertain that students getting off the bus who do not need to cross the road are a safe distance from the bus before moving the vehicle.~~

D. Type III Vehicles

1. Any vehicle designed to carry more than 10 passengers must meet all legal requirements for a school bus. Any Type III vehicle used to transport students must carry all emergency equipment including: fire extinguisher, first aid kit, bodily fluids clean-up kit, flashlight, reflectorized emergency warning device, and any additional items required by the school district. If school district owned, the school district name will be clearly marked on the side of the vehicle. All school-owned Type III vehicles will be properly licensed, insured, and inspected.
2. Students will not be regularly transported in private vehicles. Emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a Type III vehicle. The school district has no system of inspection for private vehicles.
3. All drivers of Type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not

knowingly allow a person to operate a Type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.

Any driver of a type III vehicle that does not possess a school bus driver's license must pass the school van driver's test and provide a copy of their driver's license before driving the van.

VII. SCHOOL BUS DRIVER TRAINING

A. Training.

All new bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction before transporting students and shall meet the competencies specified by the Department of Public Safety. All school bus drivers shall receive in-service training annually in compliance with state law. The following driver training standards represent the minimum areas of training which each driver must receive prior to entering service to the school district. The school district shall forward to the Commissioner of Public Safety the certification of in-service training, including the number of hours and competency certification for each driver.

1. Pre-Trip Inspection

Both new and experienced drivers must be familiar with the elements of the mandatory pre-trip inspection required under Minnesota law including:

- a. The engine compartment — belts, valves, fluid leaks
- b. Engine start, warning lights, gauges, horn
- c. Fuel level
- d. Brakes — pedal reserve and air/vacuum gauges
- e. Interior — seats, floor, lights
- f. Electrical charging system
- g. Emergency door
 - (1) smooth latch operation
 - (2) alarm buzzer
- h. Entrance door operation
- i. Lift door operation and alarm
- j. Lift equipment for wheelchairs
- k. Wheels, service brakes, emergency brake
- l. Exterior Lights - headlights, brake lights, marker lights, turn signals
- m. Exhaust system
- n. Windows, windshield, and inspection sticker
- o. Eight-light system and stop arm
- p. Emergency equipment — first aid kit, bodily fluids clean-up kit, flashlight, reflectors, two-way radio

2. Fundamentals and Techniques of School Bus Driving

The driver training program must include:

- a. Relevant laws
- b. Rules of the road and school district safety policies
- c. Defensive driving
- d. Driving in inclement weather conditions
 - (1) reduced visibility — rain, snow, fog
 - (2) wet roads
 - (3) icy roads
- e. Dealing with pedestrians and students in traffic
- f. Operation of the manual or automatic transmission
- g. The use of the drive train for stopping the school bus
- h. Situations where the hand brake will and will not stop a moving bus
- i. Steering and turning techniques
- j. Right and left turn maneuvers
- k. Gauging the speed of other vehicles on cross streets
- l. Use of mirrors
- m. Merging into traffic
- n. Visual perceptions
- o. Safe following distances
- p. Safe passing procedures
- q. Safe backing procedures
- r. Use of the eight-light system and school district policy regarding its use
- s. Loading and unloading procedures
- t. Knowledge of the danger zone concept
- u. Policies and procedures for grade level railroad crossings
- v. Emergency use of the public address system
- w. Response to an approaching emergency vehicle while unloading
- x. Procedure for leaving the bus unattended at school sites

3. Special Education Transportation

Special education transportation requires skills and abilities that exceed those required to provide normal school bus service. Drivers will be familiar with:

- a. What to do in a medical emergency
- b. Handling of wheelchairs
- c. Operating lift equipment
- d. Properly use of wheelchair securement devices
- e. School district policies on the use of seat belts on designated students
- f. Handicapping conditions
- g. Responsibilities of the bus driver and the bus aide
- h. School district policy in situations where a responsible person is not available to receive a student

4. Emergency Procedures

Drivers must be prepared to deal with emergency situations while operating on routes and field trips. Included in these emergency situations are mechanical breakdown, fire, accident, or passenger injury. Drivers are to receive training in:

- a. Identifying the degree of an emergency before beginning an evacuation
- b. Identifying a safe evacuation unloading area
- c. Preplanning emergency evacuations for both conventional and lift busses
 - (1) front, rear, and both door evacuations
 - (2) evacuation of special education students
 - (3) evacuation of physically disabled students and students using wheel chairs
 - (4) placement of students in a safe location
- d. Cooperation in emergency evacuation drills
- e. Mechanical breakdowns
 - (1) stop bus in safe location
 - (2) keep passengers in bus if safe to do so
 - (3) take steps to warn motorists
 - (4) radio or call for assistance
- f. How to secure the school bus and place emergency triangles
- g. Use of the two-way communication system in an emergency
- h. When it is appropriate to evacuate the school bus
- i. How to supervise an emergency evacuation
- j. Emergency evacuation of the disabled
- k. Special considerations when evacuating a lift bus
- l. Lifting techniques for handling disabled students in an emergency situation
- m. Priorities when dealing with injured passengers
- n. How to use the school bus first aid kit
- o. Use and operation of the fire extinguisher
- p. Dealing with other motorists and the police
- q. Use of emergency reflectors and hazard lights
- r. Control of exposure to blood borne pathogens
- s. Use of body fluid clean-up kits
- t. School district policy on medical emergencies
- u. Recognition and handling of epileptic seizures
- v. How to respond if a passenger has a weapon on the bus

5. First Aid

All drivers must be trained in first aid, including the Heimlich maneuver, procedures for dealing with obstructed airways, shock, bleeding, and seizures.

6. Private or Confidential Student Information

All drivers should know the types of student data that are considered private or confidential under Minnesota Statutes

7. Student Discipline

- a. Creating a positive attitude on the school bus

- b. Oral and visual communications skills between the driver and the passenger
- c. Dealing confidently with a disruptive student
- d. District discipline policy
- e. Developing and enforcing ~~workable rules~~ appropriate student behavior
- f. Incident report forms
- g. District policy on possession of weapons by a student
- h. District policy on sexual, racial and religious harassment/violence
- i. District policy on smoking

8. Human Relations

- a. Appropriate driver behavior
- b. Sensitivity to a diverse student population
- c. Sensitivity to handicapping conditions
- d. Relations with parents and school staff
- e. Working with a special education bus aide

9. Chemical Abuse

- a. How alcohol and/or drugs can affect driving skills
- b. Drug-testing programs
- c. State and federal requirements

B. Evaluation.

All drivers will be evaluated for the following competencies at least once annually:

- 1. Safely operate the type of school bus the driver will be driving
- 2. Understand student behavior, including issues relating to students with disabilities
- 3. Ensure orderly conduct of students on the bus and handle incidents of misconduct appropriately
- 4. Know and understand relevant laws, rules of the road and local school bus safety policies
- 5. Handle emergency situations
- 6. Safely load and unload students, and;
- 7. Demonstrate proficiency in first aid and CPR procedures.
- 8. The evaluation must include completion of an individual "school bus driver evaluation form" (road test evaluation) as contained in the Model School bus Driver Training Manual.

VIII. EMERGENCY PROCEDURES

A. Fire.

In the event of a fire, the first priority is to evacuate the bus. Drivers will make certain passengers are safe before attempting to put out the fire.

B. Injuries/Medical Emergencies.

Drivers will be familiar with first aid and CPR procedures. Drivers should first contact the dispatcher to call 911 in the case of serious injuries. Drivers should administer proper first aid in accordance with their training and level of ability. In the event an injured passenger is taken to the hospital, record the students' name and the name of the hospital where the student is sent.

C. Tornado.

If there is likelihood that a tornado will hit a vehicle, and there is no escape route available or no time to drive to a safe location, the driver should evacuate the bus, taking the first aid kit. The driver will take the students to the basement of a nearby building or to the nearest depression or ditch upwind (toward the storm) of the bus far enough away from the bus so that the bus will not roll over on them and instruct them to cover their heads with their arms. If the students are wearing coats or jackets, these can be used to provide additional protection for their heads and bodies. Drivers should take only the first aid kit from the bus.

If drivers are on the road when they hear a tornado warning or spot a funnel, and there is no time to evacuate the students after stopping the bus, drivers should have the students assume the protective position, remaining in their seats, with their heads below window level.

D. Evacuation.

Drivers should evacuate buses only when there is a danger of fire, collision or other potential hazard. Drivers should inform passengers that there is an emergency, and in very calm and precise terms, tell them exactly what they are to do. When safely possible, drivers will keep all evacuees a minimum of 100 feet from the bus. They should be loaded back onto the bus only when the driver has determined it is safe to do so.

E. Accident.

In case of an accident, the driver should immediately assess students for injuries and begin any emergency first aid procedures if necessary. The driver must also notify the school district and law enforcement of any school bus accidents immediately.

Upon providing emergency care and notifying the district, the driver shall:

1. In cooperation with police officer and/or ambulance service, assist with the care of students.
2. See that all injured students receive proper care.
3. Determine facts pertaining to the accident.
4. Call transportation/district staff to give a list of names and circumstances so they can begin calling parents.
5. Discuss the accident only with police and school district officials.
6. Record all students' names.

7. Not leave the scene of an accident until released by the driver's supervisor.

Before leaving for the day, the driver shall fill out an accident report. All bus accidents resulting in death, personal injury, or apparent property damage of more than \$4,400 will be reported to the Department of Public Safety. A school bus involved in such an accident may not transport pupils until it has been inspected by or has received a waiver from the State Patrol.

F. Cold Weather Stop.

If a driver is stuck or stalled in cold weather, the driver should call for assistance and wait for help. The driver should avoid relying on the engine to provide heat for the driver and passengers as long as possible. If it is necessary to run the engine to provide heat, the driver will make sure the exhaust pipe is clear of snow, open windows for ventilation, and check passengers frequently for headaches or drowsiness.

G. Dangerous Weapons

If a driver observes or learns that a passenger may have a dangerous weapon on the bus, he or she should remain calm and call for assistance using a pre-determined code. The driver should give the location of the bus to the dispatcher, continue the route and wait for assistance. The driver should not inform the passenger suspected of having the weapon that he or she knows of the weapon.

H. Lights.

In an emergency stop, the driver should turn on the four-way hazard warning lights, and running or clearance lights.

I. Getting Assistance.

The driver should use the two-way radio communications system to get assistance. Drivers should report the location and number of the bus, the nature of the problem, and the status of the passengers. If the driver cannot use a radio to contact the dispatcher, he/she should ask a passerby or other motorist to do so from the nearest telephone. The driver should write out the number and location of the school bus, the nature of the emergency, and the status of the passengers.

IX. VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district. A copy of this program shall be available in the Transportation Office.
- B. All school vehicles shall be state inspected in accordance with legal requirements.

- C. ~~Daily pre-trip inspections shall be required and prompt reports submitted of defects to be immediately corrected. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.~~
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

~~X. EXPENDITURES FOR SCHOOL BUS SAFETY ACTIVITIES~~

~~The school district's expenditures for transportation safety are incorporated by reference into this policy.~~

~~All expenditures shall be directly related to student and/or bus driver safety training and will be reported annually to the Department of Public Safety by the Transportation Safety Director.~~

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is ~~annually~~ periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required by Minn. Stat. § 171.321, Subd. 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address, and telephone number of the school transportation safety director are on file with the Superintendent school district office. Any questions regarding student transportation or this policy ~~should~~ may be addressed to the school transportation safety director.

Legal References: Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.42 (Textbooks; Individual Instructor or Cooperative Learning Material; Standard Tests)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
Minn. Stat. § 123B.90 (School Bus Safety Training)

Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
 Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
 Minn. Stat. Ch. 169 (Traffic Regulations)
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
Minn. Stat. § 169.02 (Scope)
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
Minn. Stat. § 169.446, Subd. 2 (Driver Training Programs)
Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
Minn. Stat. § 169.454 (Type III Vehicle Standards)
Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
Minn. Stat. § 171.168 (Notification of Conviction for Violation by a Commercial Driver)
Minn. Stat. § 171.169 (Notification of Suspension of License of Commercial Driver)
Minn. Stat. § 171.321 (Qualifications of School Bus Driver)
Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
Minn. Stat. Ch. 245C (Human Services Background Studies)
Minn. Stat. § 609.02 (Definitions)
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
49 C.F.R. § 383.5 (Transportation Definitions)

Cross References: WBLASB Policy 416 (Drug and Alcohol Testing)
 WBLASB Policy 506 (Student Discipline)
 WBLASB Policy 515 (Protection and Privacy of Pupil Records)
 WBLASB Policy 707 (Transportation of Public Students)
 WBLASB Policy 708 (Transportation of Nonpublic Students)
 WBLASB Policy 710 (Extracurricular Transportation)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Resolution Relating to Approving a Capital Projects Levy Authorization and Calling an Election Thereon**

MEETING DATE: **August 12, 2013**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON: **Pete Willcoxon Sr.**
 Executive Director of Business Services

Background:

School District legal counsel has prepared the necessary resolution to put the capital projects levy question on the ballot for November 5, 2013.

Attached is the resolution that both sets the question and establishes the special election.

Recommendation:

It is recommended by administration that the Board approve the attached resolution.

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was held in said school district on August 12, 2013, at _____ o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution
and moved its adoption:

RESOLUTION RELATING TO APPROVING A CAPITAL PROJECT LEVY
AUTHORIZATION AND CALLING AN ELECTION THEREON

BE IT RESOLVED by the School Board of Independent School District No. 624, State of Minnesota, as follows:

1. The Board finds and determines that it is necessary and expedient for the school district to submit a capital project levy authorization to the voters for their approval. The proposed authorization will be 2.208% times the net tax capacity of the school district. A portion of this new authorization would replace the school district's existing authorization of 1.423% times the net tax capacity of the school district which is scheduled to expire after taxes payable in 2013. The proposed capital project levy authorization will raise approximately \$1,374,419 for taxes payable in 2014, the first year it is to be levied, and would be authorized for ten years. The money raised by the capital project levy authorization will provide funds for the acquisition, installation and support of curriculum and improved technology and technology systems in various school district facilities and the purchase of instructional equipment that includes textbooks, library books, science equipment and large musical instruments. The projects will be commenced prior to November 1, 2018, which date is not more than five (5) years from the date of the special election authorizing the approval of the capital project levy authorization. The estimated total cost of the projects to be funded by the proposed capital project levy authorization is approximately \$13,744,190. The question on the approval of the capital project levy authorization shall be School District Ballot Question 1 on the school district ballot at the special election held to approve said authorization.

The actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the Board to the Commissioner of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby ratified and approved in all respects. The actual holding of the special election on School District Ballot Question 1 above shall be contingent on the receipt of a positive Review and Comment from the Commissioner on the projects included in that question.

The clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper at least twenty (20) but not more than sixty (60) days before solicitation of bids for a project that has received a positive Review and Comment.

2. The ballot question specified above and herein shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held in conjunction with the school district general election on Tuesday, November 5, 2013, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

3. Pursuant to Minnesota Statutes, Section 205A.11, the school district polling places and combined polling places and the precincts served by those polling places and combined polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for this special election. For those voters residing in the Cities of Lino Lakes, Maplewood and White Bear Lake, the election will be held in conjunction with the municipal elections in that city and those voters will vote at their regular city polling places.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education, at least seventy-four (74) days before the date of said special election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place and combined polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election.

The notice of election so posted and published shall state the question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place and combined polling place on election day.

The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election.

5. The clerk is further authorized and directed to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

SPECIAL ELECTION BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
NOVEMBER 5, 2013

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "YES" on that question.
To vote against a question, fill in the oval next to the word "NO" on that question.

SCHOOL DISTRICT BALLOT QUESTION 1
APPROVAL OF SCHOOL DISTRICT
CAPITAL PROJECT LEVY AUTHORIZATION

The board of Independent School District No. 624 (White Bear Lake Area Schools) has proposed a capital project levy authorization in the amount of 2.208% times the net tax capacity of the school district. A portion of this new authorization would replace the school district's existing authorization which is scheduled to expire after taxes payable in 2013. The proposed capital project levy authorization will raise approximately \$1,374,419 for taxes payable in 2014, the first year it is to be levied, and would be authorized for ten years. The estimated total cost of the projects to be funded over that time period is approximately \$13,744,190. The money raised by the proposed capital project levy authorization will provide funds for the acquisition, installation and support of curriculum and improved technology and technology systems in various school district facilities and the purchase of instructional equipment that includes textbooks, library books, science equipment and large musical instruments. The projects to be funded have received a positive review and comment from the Commissioner of Education.

☐

YES

Shall the capital project levy proposed by the board of Independent School District No. 624 be approved?

☐

NO

BY VOTING "YES" ON THIS BALLOT QUESTION,
YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

6. If the school district will be contracting to print the ballots for this special election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract exceeding \$1,000 is awarded for printing ballots, the printer, at the request of the election official, shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

7. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance of publication once in the official newspaper, by posting a notice, and by notifying the county or legislative district chair of each major political party.

8. The clerk is hereby authorized and directed to cause notice of the location of the counting centers or the places where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the election and in the newspaper of widest circulation once on the day preceding the election, or once the week preceding the election if the newspaper is a weekly.

9. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Section 203B.127 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties,

additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

10. The individuals appointed as election judges for the school district general election shall act as judges for this special election and shall conduct the election in the manner provided by law. The election judges shall act as clerks of election, count the ballots cast, and submit the results to the school board for canvass in the manner provided for other school district elections. The election must be canvassed between the third and the tenth day following the election.

11. If the capital project levy authorization proposed in School District Ballot Question 1 is approved, a capital project referendum account shall be created as a separate account in the general fund of the school district. All proceeds from the capital project levy must be deposited in the capital project referendum account. Interest income attributable to the capital project referendum account must be credited to the capital project referendum account. Money in the capital project referendum account may be used only for the costs of acquisition and betterment of the approved projects. The funds in the capital project referendum account may be accumulated and not be expended until sufficient funds are available, may be accumulated and not be expended until additional funds from a bond issue are available, or may be expended on an ongoing basis for approved project costs. Any funds remaining in the capital project referendum account that are not applied to the payment of the costs of the approved projects before their final completion shall be transferred to the school district's debt redemption fund.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of a special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this ____ day of August, 2013.

Clerk

AGENDA ITEM: Resolution Regarding Open Enrollment
MEETING DATE: August 12, 2013
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON: Kathleen Daniels
Director of Special Services

Background:

The following attached resolution pertains to programs that are currently at capacity or anticipated to be at capacity during the 2013-14 school year.

We have worked closely with legal counsel to determine how we can close certain programs that are full as of this year. We are balancing our need to provide high quality programs for those students already in our programs and those students new to the program.

If the Board approves this resolution:

1. Resident students and open enrollment students currently in the program will be able to continue in the closed program.
2. New and future resident students who qualify for the program will be placed in the program and we will adjust our space and staffing accordingly.
3. New non-resident families would have the opportunity to enroll as an open enrollment students and placed in the program, if appropriate, as long as the registration is made no later than August 26, 2013.

Recommendation: Approve the resolution attached.

Member _____ introduced the following Resolution and moved its adoption:

RESOLUTION ADOPTING STANDARDS FOR
REJECTION OF OPEN ENROLLMENT APPLICATIONS

WHEREAS, pursuant to Minnesota Statutes section 124D.03, subdivision 6, a school board may adopt, by resolution, specific standards for the acceptance and rejection of applications under the Enrollment Options Act; and

WHEREAS, Minnesota Statutes section 124D.03, subdivision 6, states that such standards “may include the capacity of a program, class, or school building;”

BE IT RESOLVED by the School Board of Independent School District No. 624, White Bear Lake Area Schools, as follows:

1. The District will reject an application for open enrollment into a program, class, or school building if the capacity of the program, class, or school building has been reached.
2. The capacity of a program, class, or school building is reached when, in the judgment of the School Board, the Superintendent, or his designee, the acceptance of an additional student would require any of the following: (1) the utilization of additional physical space for the program, class, or school building to function properly, provided that the additional space is not readily available; (2) the addition of a staff member to adequately address the needs of the students in that program, class, or building; or (3) a material change to the program, class, or school building that would adversely affect the quality of the education provided in that program, class, or school building.
3. In determining whether the capacity of a program, class, or school building has been reached, the School Board, the Superintendent, or his designee may consider any relevant information including, but not limited to the following: (1) staff-to-student ratios; (2) current or projected enrollment; (3) current or projected staffing; (4) the size and other physical attributes of the facility; and (5) other miscellaneous factors that affect the quality of education.
4. The Board now makes the following findings:
 - a. The District has sixteen Federal Setting III programs: two at Lincoln Elementary School; one at Vadnais Heights Elementary School; three at Birch Lake Elementary School; two at Otter Lake Elementary School; one at Lakeaires Elementary School; three at Central Middle School; and four at Sunrise Middle School.
 - b. The first Setting III program at Lincoln Elementary School has a capacity of eight students. Nine students are currently enrolled in the program. The second Setting III program at Lincoln Elementary School has a capacity of eight students. Although seven students are currently enrolled in that program, the Administration projects that eight students will be enrolled in that program by the start of the school year. Based on current or projected enrollment, the Setting III programs at Lincoln Elementary School are at or above capacity.

- c. The Setting III program at Vadnais Heights Elementary School has a capacity of eight students. Nine students are currently enrolled in that program. Based on current enrollment, the Setting III program at Vadnais Heights Elementary School is above capacity.
- d. The first Setting III program at Birch Lake Elementary School has a capacity of eight students. Eight students are currently enrolled in that program. The second Setting III program at Birch Lake Elementary School has a capacity of six students. Six students are currently enrolled in that program. The third Setting III program at Birch Lake Elementary School has a capacity of six students. Although five students are currently enrolled in that program, the Administration projects that six students will be enrolled in that program by the start of the school year. Based on current or projected enrollment, the three Setting III programs at Birch Lake Elementary School are at or above capacity.
- e. The first Setting III program at Otter Lake Elementary School has a capacity of eight students. Eight students are currently enrolled in that program. The second Setting III program at Otter Lake Elementary School has a capacity of eight students. Nine students are currently enrolled in that program. Based on current enrollment, the Setting III programs at Otter Lake Elementary School are at or above capacity.
- f. The Setting III program at Lakeaires Elementary School has a capacity of eight students. Nine students are currently enrolled in that program. Based on current enrollment, the Setting III program at Lakeaires Elementary School is above capacity.
- g. The first Setting III program at Central Middle School has a capacity of ten students. Eleven students are currently enrolled in that program. The second Setting III program at Central Middle School has a capacity of eight students. Eight students are currently enrolled in that program. The third Setting III program at Central Middle School has a capacity of eight students. Nine students are currently enrolled in that program. Based on current enrollment, the Setting III programs at Central Elementary School are at or above capacity.
- h. The first Setting III program at Sunrise Middle School has a capacity of ten students. Eleven students are currently enrolled in that program. The second Setting III program at Sunrise Middle School also has a capacity of ten students. Eleven students are currently enrolled in that program. The third Setting III program at Sunrise Middle School has a capacity of eight students. Although six students are currently enrolled in that program, the Administration projects that eight students will be enrolled in that program by the start of the school year. The fourth Setting III program at Sunrise Middle School has a capacity of eight students. Ten students are currently enrolled in that program. Based on current or projected enrollment, the Setting III programs at Sunrise Middle School are at or above capacity.

- i. Exceeding the capacity of a program materially and adversely affects the quality of the education provided in the program.
 - j. The District is required to provide an educational environment that is conducive to learning. Exceeding the capacity of a program impairs the District's ability to meet this requirement.
 - k. The District is required to make available to each student who is enrolled in the District a program of education that is reasonably calculated to provide meaningful educational benefit. Exceeding the capacity of a program impairs the District's ability to meet this requirement.
 - l. At Lincoln Elementary School, Vadenais Heights Elementary School, Birch Lake Elementary School, Otter Lake Elementary School, Lakeaires Elementary School, Central Middle School, and Sunrise Middle School, the District currently lacks the physical space to add another Setting III program.
5. In adopting this Resolution, the Board has weighed the educational, social, political, and financial considerations that relate to this Resolution. The Board finds this Resolution is necessary in order to ensure that an appropriate program of education, including an environment which is conducive to learning, is provided to each student enrolled in the Setting III programs identified in this Resolution.
 6. The standards established in this Resolution are not based on previous academic achievement, athletic or other extracurricular ability, disabling conditions, proficiency in the English language, previous disciplinary proceedings, or the student's district of residence.
 7. Under the standards established in this Resolution, the presence of a disability is not a factor that may be considered in denying an application for open enrollment. Rather, under the standards established in this Resolution, the decision to grant or deny an application for open enrollment into a program, including but not limited to a Setting III program, is based solely on whether the capacity of the program has been reached.
 8. To the extent, if any, that this Resolution conflicts with the District's current policy governing the enrollment of nonresident students, this Resolution controls and supersedes the current policy.

The motion for the adoption of this Resolution was duly seconded by _____ and upon a vote being taken, the following Board members voted in favor of this Resolution:

And the following Board members voted against this Resolution:

Whereupon this Resolution was declared duly passed and adopted.