

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

March 12, 2012

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.

Approved by White Bear Lake Area School Board on June 13, 2011.

**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: March 12, 2012

A Student Recognition will be held on Monday, March 12, 2012, at 6:20 p.m. in the Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, March 12, 2012** 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. Overview of High School Innovative Programs
2. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policy 406, Public and Private Personnel Data
2. First Reading of School Board Policy 496, Faculty and Staff Dress and Appearance
3. First Reading of School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds
4. First Reading of School Board Policy 619, Staff Development for Standards
5. First Reading of School Board Policy 903, Visitors to School District Buildings and Sites

E. OPERATIONAL ITEMS

1. Action on Middle Level International Baccalaureate Application
2. Action on Bid Award for North Campus Roof Replacement Project
3. Action on Bid Award for Central Boiler Replacement
4. Action on Bid Award for Hugo AC Project
5. Action on Fund Transfer to Community Service Fund
6. Action on Write off of Uncollectible NSF Checks
7. Tentative Agreement – 2011-2013 Contract for the Confidential Secretaries
8. Second Reading of School Board Policy 614, School District Testing Plan and Procedure
9. Second Reading of School Board Policy 615, Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students
10. Second Reading of School Board Policy 616, School District System Accountability
11. Action on EMID Budget for 2012-2013

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **March 12, 2012**
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: March 12, 2012
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, February 13, 2012 at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEM

- 1 Chair Swanson called the meeting to order at 7:11 p.m.
2. Roll Call- Present: ***Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball***
Ex-Officio: Lovett
Cabinet: Present – Daniels, Law, Picha, Vette, Willcoxon
3. Pledge of Allegiance
4. Newberg moved, Hiniker seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Storey moved, Shevik seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on January 9, 2012 and special meetings on December 22, January 13, and January 17;
 - 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
 - Wayne Peterson, Truck/Deliver Driver, Normandy Park, employed by District 624 since 09/01/1989, effective date: 02/29/2012
 - Resignations/Terminations – Classified Staff
 - Joel Barthol – Pupil Support Assistant, Central Middle School, employed by District 624 since 10/19/2009, effective date: 02/08/2012
 - Robyn Engen – Pupil Support Assistant, South Campus, employed by District 624 since 10/25/2010, effective date: 02/14/2012
 - Jennifer Ferrand – Part-Time Cook, North Campus, employed by District 624 since 09/29/2008, effective date: 02/10/2012
 - Timothy Lafrance – Custodian, On Leave, employed by District 624 since 07/24/2000, effective date: 01/16/2012.
 - Christopher Olson – Bus Driver, Transportation, employed by District 624 since 12/07/2009, effective date: 02/08/2012
 - Resignations/Terminations - Classified Staff
 - Joel Barthol – Pupil Support Assistant, Central Middle School, employed by District 624 since 10/19/2009, effective date: 02/08/2012
 - Robyn Engen – Pupil Support Assistant, South Campus, employed by District 624 since 10/25/2010, effective date: 02/14/2012
 - Jennifer Ferrand – Part-Time Cook, North Campus, employed by District 624 since 09/29/2008, effective date: 02/10/2012
 - Timothy Lafrance – Custodian, On Leave, Employed by District 624 since 07/24/2000, effective date: 01/16/2012

- Christopher Olson – Bus Driver, Transportation, employed by District 624 since 12/07/2009, effective date: 02/08/2012
- Resignations - Certified Staff
 - Gary Cook – Health Teacher, On Leave, employed by District 624 since 08/24/1995, effective date: 06/08/2012
 - Marie Myrlie – Special Education Teacher, On Leave, employed by District 624 since 08/21/2008, effective date: 02/01/2012
 - Fawnda Norman – Mathematics Teacher, On Leave, employed by District 624 since 08/23/1999, effective date: 02/01/2012
- Retirements - Certified Staff
 - Paulette Barth– Special Education Teacher, Sunrise Middle School, employed by District 624 since 08/21/2003, effective date: 06/08/2012
 - Lynn Jorris– Elementary Classroom Teacher, Oneka Elementary, employed by District 624 since 03/17/1975, effective date: 01/31/2012
 - Mary Ellen Mieux– Elementary Classroom Teacher, Lincoln Elementary employed by District 624 since 08/28/1979, effective date: 10/10/2012
- Retirements - Administrative Staff
 - Julia Jilek – Principal ALC, Golfview, employed by District 624 since 07/01/1998, effective Date: 09/10/2012
 - Barbara Kearn – Elementary Principal, Willow Lane Elementary, employed by District 624 since 07/01/1997, effective date: 06/30/2012
- Leave Of Absence - Classified Staff
 - Jackie Lashomb – Health Assistant, Otter Lake Elementary, employed by District since 08/26/2004, effective dates: 10/20/2011 through 02/02/2012
- Leave Of Absence - Certified Staff
 - Amanda Jeske – Communications Teacher, North Campus, employed by District since 08/27/2009, effective dates: 11/14/2011 through 01/24/2012
- New Personnel - Classified Staff
 - Sherry Bogenholm – Part-Time Cook, Sunrise Middle School, \$12.83/hr. 3.00 hr. /day 90 days \$3,464.10, effective date: 01/24/2012
- New Personnel – Foreign Exchange Teacher
 - Xia Yu – Chinese Exchange Teacher, Various Buildings, effective dates: 02/10/2012 through 7/31/2012
- New Personnel – At Will
 - Tiffany Wilson-Worsley – .8 Community and Family Outreach Liaison, Matoska International and Willow Lane Elementary, 75 Days \$25,000 Effective Dates: 02/21/2012 through 06/08/2012
- Long Term Substitute - Classified Staff
 - Noah Dombrovski – Pupil Support Assistant, Central Middle School, 15.85/hr. 81 days \$8,345.03, effective dates: 02/06/2012 through 06/07/2012
- Correction In Previous Salary For LTS - Certified Staff
 - Denise Callen – .10 Spanish Teacher, Central Middle School, MA+15, Step 6 \$32.58/hr. on timesheet, effective dates: 01/24/2012 through 6/7/2012
- Long Term Substitute - Certified Staff
 - Miranda Godfread – .10 French Teacher, Central Middle School, BA+60, Step 8 \$31.98/hr. on timesheet, effective dates: 01/24/2012 through 6/7/2012
 - Colleen Kopp – .60 Intervention Teacher, Lakeaires, Matoska, Willow BA, Step 1 \$10,040.09, effective dates: 02/01/2012 through 6/8/2012
- passage of resolution to approve attendance at National School Boards Leadership Conference in April, 2012.

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

B. PUBLIC FORUM – No one spoke at the Public Forum. At this time Board Chair Swanson acknowledged Boy Scout Troop 402 and welcomed them to the Board meeting this evening.

C. INFORMATION ITEMS

1. Overview of Preschool Program – Margie McMahon, Early Childhood Special Education Supervisor, and Danielle Mickelson, Early Childhood Regular Education Supervisor, presented an overview of current program offerings, locations, curriculum, assessment and other initiatives offered through the White Bear Lake Area School District.
2. Update on Progress on School Board/Superintendent Goals and Strategic Plan – Dr. Lovett and Marisa Vette provided an overview presentation on the District's progress on the School Board/Superintendent Goals which include the District's Strategic Plan implementation. Detailed planning documents are available to community members upon request.
3. Superintendent's Report – Dr. Lovett presented on the following:
 - Prior to tonight's Board meeting, students and mentors were recognized from the "How to Succeed in Business Without Really Trying" fall White Bear Lake Area High School's (WBLAHS) fall musical. This performance set school records after receiving more Hennepin Theatre District Spotlight Awards than any previous Theatre Department production. Congratulations to all.
 - Congratulations also to our WBLAHS's twenty participants in our One Act Play who advanced to state after a number of years on hiatus. We were one of eight Class AA schools who participated in the state festival.
 - Next week is School Board Recognition Week.
 - Parent Conferences will be held beginning the first week in March. Check the District website, your building website, newsletter or talk with your principal if you need information on times.

Michelle York, Student Board Representative, reported on the following:

- North Campus is celebrating "I Love to Read Month" with prizes given for checking out library books.
- February 24 is Mr. Engen Spirit Day.
- Snodaze activities were held the first week in February with a variety activities held during the week and a dance on February 4.
- Our South Campus choir and Wind Ensemble performed outstandingly at the Suburban East Conference concert on February 6.
- South Campus Jazz Night Club was held on February 11.

Board Chair Lori Swanson thanked Michelle for her participation in a panel discussion at the January Minnesota School Boards Association (MSBA) Conference.

D. DISCUSSION ITEMS

1. First Reading of School Board Policy 614, School District Testing Plan and Procedure, has been reviewed by the School Board Policy Committee and changes recommended are consistent with those recommended by MSBA. This policy will be placed on the March 12 or subsequent meeting agenda as an operational item for action.

2. First Reading of School Board Policy 615, Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students, has been reviewed by the School Board Policy Committee and changes recommended are consistent with those recommended by MSBA. This policy will be placed on the March 12 or subsequent meeting agenda as an operational item for action.
3. First Reading of School Board Policy 616, School District System Accountability, has been reviewed by the School Board Policy Committee and changes recommended are consistent with those recommended by MSBA. This policy will be placed on the March 12 or subsequent meeting agenda as an operational item for action.

E. OPERATIONAL ITEMS

1. a. Chapman motioned and Newberg seconded to approve bid recommendations on Phase III of Lincoln Elementary HVAC and Secure Entrance Project as submitted by Kraus-Anderson Construction Company. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***

b. Hiniker motioned and Kimball seconded to approve bid recommendations on Phase I of Vadnais Heights Elementary HVAC and Secure Entrance Project as submitted by Kraus-Anderson Construction Company. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***
2. Storey motioned and Newberg seconded to approve the resolution providing for the approval of the sale of General obligation school building refunding bonds, series 2012B; Covenanting and obligating the district to be bound by and to use the provisions of Minnesota statutes, section 126C.55 to guarantee the payment of the principal and interest of these bonds. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***
3. Newberg motioned and Chapman seconded the resolution stating the intention of the School Board to issue general obligation bonds to finance projects included in the District's approved ten-year facility plan; Covenanting and obligating the district to be bound by and to use the provisions of Minnesota statutes, section 126C.55 to guarantee the payment of the principal and interest on the bonds. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***
4. Hiniker motioned and Newberg seconded to approve School Board Policy 425, Staff Development as recommended by the administration. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***
5. Hiniker motioned and Newberg seconded to approve School Board Policy 599, Student Recognition as recommended by the administration. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***
6. Hiniker motioned and Newberg seconded to approve School Board Policy 603, Curriculum Development as recommended by the administration. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***

7. Hiniker motioned and Newberg seconded to approve School Board Policy 613, Graduation Requirements as recommended by the administration. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball; nays – none; Motion carried.***

F. BOARD FORUM – Board members provided information as follows:

- Kimball congratulated January graduates from the Area Learning Center. He also acknowledged and thanked District staff members who are retiring.
- Shevik congratulated those who participated in the SEC music performance last week and mentioned that that we were one of only two schools in the Conference without an orchestra. Dr. Lovett responded that planning for an orchestra is currently underway. Student Board Representative Michelle York advised that she knew many students would be interested.
- Swanson reminded everyone that the Legislature is in session and while it is a bonding year, there are bills being considered that could impact school funding. She encouraged all to become informed and to talk with our local legislators as well as looking at legislative websites for more information.

G. ADJOURNMENT - Newberg moved; Kimball seconded to adjourn the meeting at 8:09 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, February 27, 2012 at 5:30 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Swanson called the meeting to order at 5:36 p.m.
2. Roll Call – Present: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Kimball

Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Law, Picha, Vette, Willcoxon

B. DISCUSSION ITEMS

1. Update on Strategic Plan
 - a. Goal II.1: All students will expand their global perspective through the study of world language and culture at the elementary schools - Ann Malwitz, Professional Learning and Development Coordinator, provided an update on progress being made on this goal. David Law, Assistant Superintendent, also provided input.
2. Overview of Middle Level International Baccalaureate Program - Dr. Noel Schmidt, principal at Central Middle School, and Dr. Bob McDowell, principal at Sunrise Park Middle School, along with David Law, provided an update on the Middle Level International Baccalaureate program.
3. Update on School Board/Superintendent Goals
 - a. Goal 2: Ongoing Financial Stewardship and Budget Management – Pete Willcoxon, Executive Director of Business Services, provided an update on finances and considerations.
4. Status Update on Joint Partnerships
 - a. EMID – Lori Swanson, Board Liaison to the East Metro Integration District (EMID) provided an overview of EMID and key issues under review.
 - b. Northeast Metro 916 – Janet Newberg, Board Liaison for Northeast Metro 916, provided an overview of 916 and key issues under review.
5. Negotiations Study Session – Chris Picha, Director of Human Resources, provided an update on negotiations.

C. ADJOURNMENT - Newberg motioned; Shevik seconded to adjourn the meeting at 9:05 p.m. **Voice vote: All ayes. Motion carried.**

Submitted by: Cathy Storey, Clerk

Consent Agenda Item A-5(b)
March 12, 2012
School Board Meeting

AGENDA ITEM: Monthly Check Registers
MEETING DATE: March 12, 2012
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 - February

	<u>2/15/2012</u>	<u>2/29/2012</u>
Direct Deposit 318871-320269	2,162,198.32	
U.S. Treasury (FICA, Medicare, withholding)	736,951.73	
MN State Income Tax	134,916.95	
PERA	88,394.97	
TRA	305,796.08	
ING	3,296.17	
White Bear Lake Teacher's Association	31,811.19	
 Direct Deposit 320270-321652		1,582,348.03
U.S. Treasury (FICA, Medicare, withholding)		530,108.91
MN State Income Tax		94,128.23
PERA		87,804.06
TRA		208,469.12
ING		3,296.17
White Bear Lake Teacher's Association		31,811.19
Extended Day Dues		553.40

Check Nbr	Vendor Name	Check Date	Check Amount
27297	1ST LINE/LEEWES VENTURES LLC	02/02/2012	1,014.25
27298	A-1 HYDRAULIC SALES & SERVICE	02/02/2012	25.51
27299	AARP DRIVER SAFETY PROGRAM	02/02/2012	422.00
27300	AARP DRIVER SAFETY PROGRAM	02/02/2012	370.00
27301	AARP DRIVER SAFETY PROGRAM	02/02/2012	296.00
27302	ACCUCUT	02/02/2012	58.00
27303	ADAMS, LINDA	02/02/2012	34.50
27304	ADDERLEY, DONALD	02/02/2012	55.00
27305	ADVANCED WIRELESS COMMUNICATIO	02/02/2012	37.81
27306	AED SUPERSTORE ALLIED 100 LCC	02/02/2012	3,995.90
27307	AMAZON	02/02/2012	899.51
27308	AMAZON	02/02/2012	30.95
27309	AMAZON	02/02/2012	322.27
27310	AMAZON	02/02/2012	498.45
27311	AMERICAN MESSAGING	02/02/2012	107.80
27312	AMER RED CROSS	02/02/2012	114.00
27313	AMERICAN VAN EQUIPMENT INC	02/02/2012	238.19
27314	ANCHOR PAPER CO	02/02/2012	6,462.50
27315	ANDERSON, JOANNE	02/02/2012	73.40
27316	ANDERSON'S	02/02/2012	3,901.90
27317	APPLE COMPUTER INC	02/02/2012	12,844.00
27318	APPLIED ENVIRONMENTAL SCI INC	02/02/2012	1,650.60
27319	ASSOC FOR SUPERVISION & CURRIC	02/02/2012	89.00
27320	ASIA FOR KIDS	02/02/2012	68.80
27321	ASSOC FOR FACILITIES ENGINEERI	02/02/2012	205.00
27322	ASTLEFORD INTERNATIONAL TRUCKS	02/02/2012	375.20
27323	AT & T MOBILITY	02/02/2012	1,312.08
27324	ATTAINMENT CO INC	02/02/2012	104.00
27325	BANERDT, BARBARA A	02/02/2012	199.99
27326	BARNES, JOHN D	02/02/2012	74.13
27327	BARTZ, SHARON	02/02/2012	73.00
27328	BATTERIES PLUS	02/02/2012	84.95
27329	BENISH, RICHARD L	02/02/2012	78.00
27330	BERGIN FRUIT AND NUT CO	02/02/2012	129.85
27331	BERNDT, MICHELE	02/02/2012	99.98
27332	BERRY BLENDZ - EDEN PRAIRIE	02/02/2012	1,207.50
27333	BIALKE, JODENE	02/02/2012	525.00
27334	BITTNER, MARK	02/02/2012	72.00
27335	BLICK ART MATERIALS	02/02/2012	199.90
27336	BLOOD, DOUG	02/02/2012	78.00
27337	BLUEBIRD SCREEN PRINT	02/02/2012	423.75
27338	BOLAND, WILLIAM	02/02/2012	78.00
27339	BOOTH, KARLA J	02/02/2012	88.52
27340	BOYER TRUCKS	02/02/2012	9.30
27341	BRADLEY, ROLAND	02/02/2012	96.00
27342	BRENK, BARBARA ANN	02/02/2012	367.22
27343	BRODT, STACY ANN	02/02/2012	124.52
27344	BROMS, DAVID	02/02/2012	144.00
27345	BROWN, ANDRE	02/02/2012	240.00
27346	BROWN, PAMELA S	02/02/2012	50.00

Check Nbr	Vendor Name	Check Date	Check Amount
27347	BROZA, KAREN	02/02/2012	73.42
27348	BRUESKE, KARL A	02/02/2012	78.00
27349	THE BUG COMPANY	02/02/2012	16.00
27350	BURDINE, STEPHEN	02/02/2012	144.00
27351	BUREAU OF EDUCATION & RESEARCH	02/02/2012	450.00
27352	BURRIS, LEANN K	02/02/2012	25.00
27353	BUTLER, PEGGY A	02/02/2012	64.98
27354	BUTTERS, CRYSTAL	02/02/2012	98.79
27355	CAAM CHINESE DANCE THEATER	02/02/2012	63.00
27356	CAMBIUM LEARNING INC	02/02/2012	319.00
27357	CAMBROOKE FOODS LLC	02/02/2012	151.93
27358	CAMPBELL, PRISCILLA J	02/02/2012	95.00
27359	CANNIFF, AMY E	02/02/2012	87.77
27360	CAREY, MARK	02/02/2012	78.00
27361	CARLEX INC	02/02/2012	128.15
27362	CARLSON, LINDA R	02/02/2012	63.24
27363	CAROLINA BIOLOGICAL SUPPLY	02/02/2012	30.87
27364	CARPENTER, RONALD	02/02/2012	25.53
27365	CCP INDUSTRIES INC	02/02/2012	445.57
27366	CDI	02/02/2012	12,565.02
27367	CDW GOVERNMENT INC	02/02/2012	2,638.72
27368	CERTIFIED LABORATORIES	02/02/2012	271.43
27369	CHAKOLIS, RICHARD A	02/02/2012	116.11
27370	CHAMPION YOUTH	02/02/2012	784.00
27371	CHRIS ELECTRONICS	02/02/2012	41.94
27372	CITI-CARGO & STORAGE CO INC	02/02/2012	125.00
27373	CLANCY, BILL	02/02/2012	72.00
27374	COLEMAN, PAUL	02/02/2012	101.00
27375	COLEMAN, ROBERT E	02/02/2012	216.00
27376	COLEMAN JR, ROBERT	02/02/2012	72.00
27377	COMCAST	02/02/2012	63.95
27378	COMCAST	02/02/2012	33.95
27379	CONNECTIONS HOUSING	02/02/2012	6,472.76
27380	Vendor Continued Check	02/02/2012	0.00
27381	CONNEY SAFETY	02/02/2012	355.18
27382	Vendor Continued Check	02/02/2012	0.00
27383	CONTINENTAL CLAY CO	02/02/2012	2,086.10
27384	CONTINENTAL RESEARCH CORP	02/02/2012	60.52
27385	COON RAPIDS HIGH SCHOOL	02/02/2012	200.00
27386	COPY IMAGES INC	02/02/2012	644.88
27387	Vendor Continued Check	02/02/2012	0.00
27388	Vendor Continued Check	02/02/2012	0.00
27389	COPY IMAGES INC	02/02/2012	2,682.59
27390	CRETIN-DERHAM HALL	02/02/2012	476.00
27391	CTB INC	02/02/2012	295.76
27392	CUB FOODS OF WHITE BEAR TWSHP	02/02/2012	1,159.25
27393	DAHLEM, TERESA	02/02/2012	60.09
27394	Vendor Continued Check	02/02/2012	0.00
27395	Vendor Continued Check	02/02/2012	0.00
27396	DALCO CORPORATION	02/02/2012	9,660.08

Check Nbr	Vendor Name	Check Date	Check Amount
27397	DANIELSON, BILL	02/02/2012	75.00
27398	DARTS VMS INC	02/02/2012	737.19
27399	DATA MANAGEMENT INC	02/02/2012	110.00
27400	DAVENPORT, GREG	02/02/2012	64.00
27401	DE LOS SANTOS, REN	02/02/2012	44.00
27402	DEGARDNER, RICK	02/02/2012	55.00
27403	DELL MARKETING LP	02/02/2012	817.00
27404	DELTA EDUCATION	02/02/2012	477.44
27405	DELTA DENTAL PLAN OF MN	02/02/2012	63,279.80
27406	DERAAD, MAX D	02/02/2012	45.00
27407	DESMET, KELLY	02/02/2012	87.32
27408	DESTACHE, DAN	02/02/2012	212.40
27409	DETROIT LAKES HIGH SCHOOL	02/02/2012	200.00
27410	DETTMER, BOB	02/02/2012	141.00
27411	DEVELOPMENTAL RESOURCES INC	02/02/2012	139.00
27412	DOMINOS PIZZA	02/02/2012	90.00
27413	DOOR SERVICE COMPANY	02/02/2012	849.00
27414	E.L. REINHARDT COMPANY INC	02/02/2012	1,412.66
27415	EAI EDUCATION	02/02/2012	262.74
27416	EAST RIDGE HIGH SCHOOL	02/02/2012	110.00
27417	EBERWINE, KATHLEEN	02/02/2012	75.00
27418	EBSCO SUBSCRIPTION SERVICES	02/02/2012	799.37
27419	ECKROTH MUSIC	02/02/2012	308.00
27420	ED'S TROPHIES INC	02/02/2012	80.00
27421	EHLERS	02/02/2012	300.00
27422	ELECTRIC MOTOR REPAIR	02/02/2012	208.25
27423	ELINGER, ROXANNE JOY	02/02/2012	182.94
27424	ELK RIVER GIRLS GOLF	02/02/2012	125.00
27425	ELLSWORTH, ANNE M	02/02/2012	186.48
27426	ENDURANCE PROMOTIONS LLC	02/02/2012	400.00
27427	ENGSTRAN, PAUL	02/02/2012	42.29
27428	ERBERT & GERBERTS SUBS & CLUBS	02/02/2012	182.85
27429	ERICKSON, DOUG	02/02/2012	75.00
27430	ESALA, JOEL	02/02/2012	101.00
27431	ETS	02/02/2012	239.26
27432	EVERGREEN PRESS	02/02/2012	9,388.90
27433	F&N OPERATIONS LLC	02/02/2012	655.64
27434	FAST, LYNSEY A	02/02/2012	53.64
27435	FASTENAL COMPANY	02/02/2012	186.87
27436	FAT BRAIN TOYS	02/02/2012	357.48
27437	FEDEX	02/02/2012	10.58
27438	FERNANDEZ, KEVIN	02/02/2012	65.40
27439	FESTIVAL FOODS-KNOWLAN'S	02/02/2012	22.44
27440	FIRST STUDENT INC	02/02/2012	24,312.95
27441	FLORIN, JOLYN A	02/02/2012	604.00
27442	FOLLETT LIBRARY RESOURCES	02/02/2012	770.24
27443	FOLLMER, DAWN	02/02/2012	9.97
27444	FREEMAN, MARCUS	02/02/2012	96.00
27445	FRESHWATER, ANDREW	02/02/2012	168.00
27446	GALLAGHERS NORTHWESTERN TIRE C	02/02/2012	1,671.27

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27447	GAME WORLD	02/02/2012	1,485.00
27448	GENERAL ASP	02/02/2012	125.00
27449	GEOTRUST INC	02/02/2012	350.00
27450	GEPHART TRUCKING	02/02/2012	2,550.00
27451	GEYEN, CHAD	02/02/2012	2,000.98
27452	GOODIN COMPANY	02/02/2012	180.62
27453	GOPHER	02/02/2012	501.87
27454	Vendor Continued Check	02/02/2012	0.00
27455	GRAFFIC TRAFFIC LLC	02/02/2012	5,559.40
27456	Vendor Continued Check	02/02/2012	0.00
27457	GRAINGER	02/02/2012	1,213.31
27458	GRANDMA'S BAKERY INC	02/02/2012	111.46
27459	GREAT AMER OPPORTUNITIES INC	02/02/2012	2,112.00
27460	GREATAMERICA LEASING CORP	02/02/2012	938.85
27461	GROCHOWSKI, RICHARD A	02/02/2012	727.05
27462	Vendor Continued Check	02/02/2012	0.00
27463	GROTH MUSIC CO	02/02/2012	692.60
27464	GROUP HEALTH INC - WORKSITE	02/02/2012	181.50
27465	GROUP TRAVEL PLANNERS	02/02/2012	20,585.00
27466	GUDMUNDSON, JAMIE	02/02/2012	73.00
27467	H & R TROPHIES	02/02/2012	127.00
27468	H BROOKS & COMPANY	02/02/2012	632.45
27469	HABISCH, MEGHAN	02/02/2012	69.00
27470	HALL, ROGER	02/02/2012	3.95
27471	HAMANN, RONALD L	02/02/2012	72.00
27472	HANSON, MARILYN	02/02/2012	103.78
27473	HAUPT, MARY	02/02/2012	161.35
27474	HAWKINSON, STEVEN A	02/02/2012	143.45
27475	Vendor Continued Check	02/02/2012	0.00
27476	Vendor Continued Check	02/02/2012	0.00
27477	HEALTHPARTNERS	02/02/2012	988,928.14
27478	HEALY, JASON	02/02/2012	171.57
27479	HEIDISONGS INC	02/02/2012	51.50
27480	HERIOT ENTERPRISES INC	02/02/2012	100.00
27481	HERMES, MARK W	02/02/2012	107.00
27482	HOGAN, PATRICIA F	02/02/2012	152.26
27483	Vendor Continued Check	02/02/2012	0.00
27484	HOGLUND BUS AND TRUCK CO	02/02/2012	2,048.81
27485	HOLSETH, ERIC	02/02/2012	288.00
27486	HORWATH, CHRISTINE	02/02/2012	69.00
27487	HOUGHTON MIFFLIN HARCOURT	02/02/2012	161.00
27488	HUGO CITY OF	02/02/2012	2,044.08
27489	HUGO EQUIPMENT CO	02/02/2012	12.67
27490	INTERCULTURAL DEVT INVENTORY	02/02/2012	1,480.00
27491	Vendor Continued Check	02/02/2012	0.00
27492	IFD	02/02/2012	21,750.68
27493	INNOVATIVE OFFICE SOLUTIONS	02/02/2012	2,826.04
27494	INSTITUTE FOR EDUCATIONAL DEV	02/02/2012	438.00
27495	INTEGRA TELECOM	02/02/2012	313.20
27496	INTERMEDIATE DISTRICT 287	02/02/2012	530.65

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27497	IVEY, JEFFREY D	02/02/2012	85.48
27498	JAKACKI, DOUG	02/02/2012	107.00
27499	JAYTECH INC	02/02/2012	524.75
27500	JIMMY JOHNS #869	02/02/2012	240.44
27501	JOHNSON, ANDY	02/02/2012	101.00
27502	JOHNSON, LINDA K	02/02/2012	371.30
27503	JOHNSON, SADIE R	02/02/2012	62.72
27504	JORGENSEN, AMY	02/02/2012	219.96
27505	JTHEORY CREATIONS	02/02/2012	175.00
27506	JW PEPPER & SON INC	02/02/2012	75.94
27507	K PEARSON MECHANICAL LLC	02/02/2012	301.25
27508	K12 TRANSPORTATION MGMT SERVIC	02/02/2012	28,006.31
27509	KASS, DONA	02/02/2012	200.00
27510	KATH, ABBY J	02/02/2012	77.70
27511	KATH FUEL OIL SERVICE CO	02/02/2012	25,011.67
27512	KEARN, BARBARA	02/02/2012	540.00
27513	KEESE, JENNIFER R	02/02/2012	51.06
27514	KEMNETZ BRYAN	02/02/2012	72.00
27515	KIHSLINGER, JOHN	02/02/2012	78.00
27516	KIMBALL MIDWEST	02/02/2012	349.50
27517	KITTS, HARRY	02/02/2012	251.00
27518	KNIGHT, MARTY C	02/02/2012	64.00
27519	KNUTSON FLYNN & DEANS PA	02/02/2012	2,543.75
27520	KOWALSKIS MARKET	02/02/2012	257.29
27521	KRIZ-HERBERT, SANDY	02/02/2012	231.50
27522	KROCAK, NANCY J	02/02/2012	39.95
27523	KRUEGER, LAURA	02/02/2012	263.46
27524	KUBITZ EDUCATIONAL SERVICES	02/02/2012	883.80
27525	LAKEVILLE NORTH HIGH SCHOOL	02/02/2012	325.00
27526	LANCETTE, ANTHONY R	02/02/2012	131.00
27527	LANG, MATTHEW	02/02/2012	96.00
27528	LANGE, JENNIFER	02/02/2012	20.25
27529	LANGER, JESSE	02/02/2012	56.00
27530	LASHOMB, STEVEN	02/02/2012	131.00
27531	LAWRENCE SIGN	02/02/2012	750.00
27532	LEE, CHARLOTTE L	02/02/2012	239.00
27533	LEE, MOUA	02/02/2012	95.00
27534	LEE, NOU CHEE	02/02/2012	750.00
27535	LEHNER, KEN	02/02/2012	480.00
27536	LEISTIKOW, ALAN	02/02/2012	96.00
27537	LEISTIKOW, BRIAN	02/02/2012	192.00
27538	LIBRARY VIDEO COMPANY	02/02/2012	1,277.64
27539	LIEKIS, KEN	02/02/2012	144.30
27540	LIGHTHOUSE MANAGEMENT GROUP	02/02/2012	6,617.00
27541	LINGUISYSTEMS INC	02/02/2012	59.95
27542	LOCKWOOD, KEITH H	02/02/2012	304.57
27543	LOPPNOW, ANDREA	02/02/2012	95.00
27544	LORENZ BUS SERVICE INC	02/02/2012	2,955.00
27545	L T G POWER EQUIPMENT	02/02/2012	131.31
27546	LUBY, CONNOR	02/02/2012	59.99

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27547	MN ASSOC OF ADMIN OF STATE &	02/02/2012	225.00
27548	MACKIN EDUCATIONAL RESOURCES	02/02/2012	1,646.74
27549	MACSWAIN, JIM	02/02/2012	141.00
27550	Vendor Continued Check	02/02/2012	0.00
27551	Vendor Continued Check	02/02/2012	0.00
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27553	MADISON NATIONAL LIFE	02/02/2012	54,916.12
27554	MADISON, PAUL	02/02/2012	264.00
27555	MN ASSOC OF GOVERNMENT COMMUNI	02/02/2012	135.00
27556	MALLOY/MONTAGUE/KARNOWSKI & CO	02/02/2012	12,679.00
27557	MANPOWER	02/02/2012	3,914.62
27558	MARSON, ALISON	02/02/2012	96.00
27559	MARSON, DAVID	02/02/2012	96.00
27560	MARTINSON, KARA	02/02/2012	75.76
27561	MN COMMUNITY EDUC ASSOC (MCEA)	02/02/2012	338.00
27562	METRO ECSU	02/02/2012	35.00
27563	MIDAMERICA ADMIN & RETIREMENT	02/02/2012	3,956.00
27564	MIDWEST BUS PARTS INC	02/02/2012	16.38
27565	MILLER, KATHERINE	02/02/2012	163.96
27566	MINNEAPOLIS SCHOOL DISTRICT	02/02/2012	13,679.08
27567	MINVALCO INC	02/02/2012	502.60
27568	MN DEPT OF PUBLIC SAFETY	02/02/2012	101.61
27569	MN DEPT OF HEALTH	02/02/2012	70.00
27570	MN HISTORICAL SOCIETY	02/02/2012	400.00
27571	MINNESOTA REVENUE	02/02/2012	560.00
27572	MN STATE COLLEGES & UNIV	02/02/2012	180.00
27573	MOORE, CYNTHIA	02/02/2012	889.50
27574	MN OFFICE TECH GROUP	02/02/2012	295.98
27575	MOUNTAIN MATH/LANGUAGE LLC	02/02/2012	75.95
27576	MN SCHOOL BOARDS ASSN	02/02/2012	150.00
27577	Vendor Continued Check	02/02/2012	0.00
27578	MSNA	02/02/2012	175.00
27579	MSTP	02/02/2012	320.00
27580	MURPHY, LINDA	02/02/2012	42.74
27581	NATL ASSOC OF ELEMENTARY SCHOO	02/02/2012	1,100.00
27582	NAROW, LISA M	02/02/2012	159.94
27583	NASCO	02/02/2012	256.16
27584	NATL ARCHERY IN THE SCHOOLS PR	02/02/2012	399.00
27585	NATHANSON, DAVID E	02/02/2012	15.98
27586	NCPERS MINNESOTA	02/02/2012	496.00
27587	NELSON, MARGARET R	02/02/2012	110.17
27588	NEOPOST INC	02/02/2012	551.11
27589	NEW VISION PRINTING	02/02/2012	265.00
27590	NEXT DAY GOURMET/SUPERIOR PROD	02/02/2012	864.23
27591	NEXTEL COMMUNICATIONS	02/02/2012	1,066.39
27592	NICE, KATIE	02/02/2012	244.20
27593	NISTLER, DEB	02/02/2012	69.00
27594	Vendor Continued Check	02/02/2012	0.00
27595	NORTH CENTRAL TRUCK EQUIPMENT	02/02/2012	1,669.30
27596	NORTHEAST METRO INTERMEDIATE D	02/02/2012	2,499.00

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27597	NORTHERN TECHNOLOGIES INC	02/02/2012	2,550.00
27598	NORTHERN FOREST PRODUCTS LLC	02/02/2012	1,685.76
27599	NORTHERN LIGHTS	02/02/2012	910.00
27600	NORTHFIELD HIGH SCHOOL	02/02/2012	125.00
27601	NOVELL INC	02/02/2012	2,600.00
27602	NOWAK, JEFFREY W	02/02/2012	603.99
27603	NYBERG, JOHN	02/02/2012	10.99
27604	Vendor Continued Check	02/02/2012	0.00
27605	OFFICE DEPOT	02/02/2012	1,026.45
27606	OFFICEMAX INCORPORATED	02/02/2012	179.99
27607	OLSEN, JAMIE	02/02/2012	131.00
27608	OLSON, GLORIA	02/02/2012	30.00
27609	ON CALL CLINICIANS	02/02/2012	1,746.00
27610	ONE UMMAH CONSULTING	02/02/2012	1,500.00
27611	PAMS LUNCHROOM LLC	02/02/2012	6,440.17
27612	PAUL VADNAIS PLUMBING & WELL	02/02/2012	900.00
27613	PCI EDUCATION	02/02/2012	615.28
27614	PETERSON, BETSY J	02/02/2012	127.65
27615	PETERSEN, JILL	02/02/2012	39.60
27616	PHIPPS, JAHMAI	02/02/2012	78.00
27617	PICHA, CHRISTINA K	02/02/2012	28.31
27618	PIERSON, CATHERINE A	02/02/2012	49.68
27619	PINE TREE APPLE ORCHARD	02/02/2012	1,176.00
27620	PITNEY BOWES INC	02/02/2012	618.00
27621	PITNEY BOWES INC	02/02/2012	262.62
27622	POSTMASTER	02/02/2012	200.00
27623	POWELL, GLORIA	02/02/2012	360.00
27624	THE PRESIDENTS CHALLENGE	02/02/2012	42.95
27625	PRESS PUBLICATIONS	02/02/2012	1,417.72
27626	PRILEY, ANDERS ELLIOTT	02/02/2012	109.00
27627	PRISSEL, JESSIE L	02/02/2012	65.69
27628	PRO-ED INC	02/02/2012	127.60
27629	PROBLEM SOLVING SOLUTIONS	02/02/2012	1,000.00
27630	PROGRESSIVE BUSINESS PUBL	02/02/2012	299.00
27631	R & R SPECIALTIES INC	02/02/2012	33.50
27632	RAMSEY COUNTY	02/02/2012	4,186.15
27633	RAMSEY COUNTY LEAGUE OF LOCAL	02/02/2012	200.00
27634	RASINSKI, TIMOTHY	02/02/2012	5,759.05
27635	RATWIK ROSZAK & MALONEY PA	02/02/2012	4,878.94
27636	REAC COMPUTER SERVICES INC	02/02/2012	371.00
27637	RED WING SCHOOL DISTRICT	02/02/2012	110.00
27638	REGION 5AA	02/02/2012	124.00
27639	RENAISSANCE LEARNING INC	02/02/2012	167.44
27640	RENNER, STEPHEN	02/02/2012	180.00
27641	RICHARDSON, SUSAN	02/02/2012	35.96
27642	RICOH AMERICAS CORP	02/02/2012	426.07
27643	RIDDELL INC	02/02/2012	12,773.13
27644	ROOF SPEC INC	02/02/2012	2,400.00
27645	ROSSBACH, PATRICIA	02/02/2012	152.34
27646	ROW-LOFF PRODUCTIONS	02/02/2012	65.00

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27647	RUSTAND, AMBER J	02/02/2012	30.00
27648	S & T OFFICE PRODUCTS INC	02/02/2012	482.38
27649	SAFeway DRIVING SCHOOL	02/02/2012	7,750.00
27650	SAM'S CLUB/GEMB	02/02/2012	861.73
27651	SANBORN, DARYL B	02/02/2012	72.00
27652	SARGE, KENNA	02/02/2012	400.00
27653	SCANTRON CORPORATION	02/02/2012	433.22
27654	SCHEWE, DAN	02/02/2012	141.00
27655	SCHMIDT HEATHER	02/02/2012	111.06
27656	SCHMITT MUSIC COMPANY	02/02/2012	334.80
27657	SCHOOL NUTRITION ASSOC (SNA)	02/02/2012	43.25
27658	SCHOOL SPECIALTY	02/02/2012	419.64
27659	SCHWARTZ, MATT	02/02/2012	56.00
27660	SECURITAS SEC SVCS USA INC	02/02/2012	2,400.48
27661	SEEBA, PAUL T	02/02/2012	260.00
27662	SENTRY SYSTEMS INC	02/02/2012	1,101.00
27663	SHIE, JEFFREY R	02/02/2012	131.00
27664	SIMPSON, JOHN	02/02/2012	78.00
27665	SKILLPATH SEMINARS	02/02/2012	298.00
27666	SNAP-ON TOOLS	02/02/2012	204.70
27667	SNELL, MICHAEL M	02/02/2012	44.55
27668	SNYDER, ROBERT	02/02/2012	72.00
27669	SOMMERHAUSE, TERESA A	02/02/2012	76.97
27670	SORENSEN, CHRISTOPHER	02/02/2012	209.95
27671	SPEECH CORNER	02/02/2012	69.88
27672	ST MARY OF THE LAKE SCHOOL	02/02/2012	1,029.58
27673	ST PIUS X	02/02/2012	111.80
27674	STATE SUPPLY CO	02/02/2012	114.40
27675	STEFFEN, SHAUN L	02/02/2012	63.94
27676	STEPHAN, SUSAN K	02/02/2012	102.40
27677	STILLWATER HIGH SCHOOL	02/02/2012	180.00
27678	STONE KATHY	02/02/2012	68.01
27679	STOUT, DAN	02/02/2012	95.00
27680	STREAMLINE DESIGN INC	02/02/2012	109.00
27681	STRENGTH FOR LIFE LLC	02/02/2012	110.00
27682	SUBURBAN FLOOR COVERING	02/02/2012	347.00
27683	SUNBURST DIGITAL INC	02/02/2012	249.80
27684	SUPER DUPER PUBLICATIONS	02/02/2012	94.90
27685	SURVEYMONKEY.COM	02/02/2012	200.00
27686	SVIR, SARA A	02/02/2012	364.80
27687	TARR JR, GUS	02/02/2012	96.00
27688	TAYLOR PUBLISHING CO	02/02/2012	62,730.00
27689	TERNES, ERIC C	02/02/2012	547.85
27690	TERWEY, JASON	02/02/2012	312.00
27691	TEXTBOOK WAREHOUSE INC	02/02/2012	352.78
27692	THIMJON, KARI	02/02/2012	99.58
27693	THIMJON, RON	02/02/2012	100.00
27694	THORSHEIM, TAI	02/02/2012	131.00
27695	TIES	02/02/2012	191.00
27696	TOLONEN, CLAY	02/02/2012	141.57

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27697	TRADE PRESS INC	02/02/2012	871.00
27698	TRAVEL LEADERS	02/02/2012	4,841.40
27699	TRAVER, SHAWNA J	02/02/2012	137.87
27700	TREIBERGS, VALTS	02/02/2012	54.56
27701	TRI STATE BOBCAT	02/02/2012	2,729.30
27702	TRIO SUPPLY COMPANY	02/02/2012	12,421.70
27703	TURCOTTE, AMBER	02/02/2012	73.00
27704	U.S. ENERGY SERVICES INC	02/02/2012	789.00
27705	U.S. SCHOOL SUPPLY INC	02/02/2012	235.05
27706	UNIVERSITY OF MINNESOTA	02/02/2012	581.25
27707	THE UPS STORE #3299	02/02/2012	44.81
27708	USMAN, JANE	02/02/2012	190.00
27709	VAIL, ANNE B	02/02/2012	35.96
27710	VAN ARRAGON, JANEL L	02/02/2012	93.27
27711	VENBURG TIRE CO	02/02/2012	25.00
27712	VER-TECH INC	02/02/2012	178.15
27713	VERIZON WIRELESS	02/02/2012	473.64
27714	VIAVATTINE, JOSEPH	02/02/2012	1,666.81
27715	VISI	02/02/2012	735.00
27716	WALCRO INC	02/02/2012	2,280.00
27717	WALD, TIM	02/02/2012	1,096.82
27718	WALTERS REBUILDERS	02/02/2012	239.95
27719	WASHINGTON CO	02/02/2012	1,239.76
27720	Vendor Continued Check	02/02/2012	0.00
27721	WASTE MANAGEMENT OF WI-MN	02/02/2012	13,616.07
27722	WAYZATA HIGH SCHOOL	02/02/2012	225.00
27723	WHITE BEAR AREA CHAMBER	02/02/2012	29.00
27724	WHITE BEAR LAKE CITY	02/02/2012	1,456.00
27725	Vendor Continued Check	02/02/2012	0.00
27726	WHITE BEAR LAKE (CITY OF)	02/02/2012	5,410.85
27727	WHITE BEAR LAKE (CITY OF)	02/02/2012	6,482.58
27728	WHITE BEAR LAKE JO VOLLEYBALL	02/02/2012	500.00
27729	WEATHERBY, DARRICK	02/02/2012	168.00
27730	WELLS, JANE	02/02/2012	192.03
27731	WET PAINT	02/02/2012	43.52
27732	WILD MOUNTAIN	02/02/2012	2,128.00
27733	WL HALL COMPANY	02/02/2012	1,835.00
27734	WOLLAN, JOE	02/02/2012	72.00
27735	WOMA, BERNARD	02/02/2012	250.00
27736	XCEL ENERGY	02/02/2012	84,846.22
27737	XEROX CORPORATION	02/02/2012	379.49
27738	YORKOVICH, BRADLEY J	02/02/2012	72.00
27739	YOUTH SERVICES INTERNATIONAL	02/02/2012	3,690.00
27740	YU, XIA	02/02/2012	800.00

444 Computer

Check(s) For a Total of

1,735,073.87

Check Nbr	Vendor Name	Check Date	Check Amount
22194	FOLLMER, DAWN	02/02/2012	9.97
22253	LUBY, CONNOR	02/02/2012	59.99
26035	MN SCHOOL HEALTH EDUC WORKSHOP	02/02/2012	115.00
27000	DRAMATIC PUBLISHING CO	02/02/2012	203.23
27120	MN DEPT OF HEALTH	02/02/2012	35.00
27186	ROOF SPEC INC	02/02/2012	5,600.00
6	Void	Check(s) For a Total of	6,023.19

	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
	444	Computer	Checks For a Total of	1,735,073.87
Total For	444	Manual, Wire Tran, ACH & Computer Checks		1,735,073.87
Less	6	Voided	Checks For a Total of	6,023.19
		Net Amount		1,729,050.68

Payroll

Check Nbr	Vendor Name	Check Date	Check Amount
27741	AIG	02/10/2012	5,330.49
27742	AMERICAN FUNDS	02/10/2012	68,133.17
27743	AMERICAN UNITED LIFE	02/10/2012	46,947.46
27744	AMERICAN UNITED LIFE	02/10/2012	1,500.00
27745	AMERIPRISE FINANCIAL SERVICES	02/10/2012	10,315.83
27746	AXA EQUITABLE	02/10/2012	22,486.49
27747	AXIS PROPERTIES	02/10/2012	600.00
27748	BEST BUY BUSINESS ADVANTAGE AC	02/10/2012	778.82
27749	EDUCATION MN ESI BILLING TRUST	02/10/2012	16,853.22
27750	GREAT CLIPS IMAX THEATRE	02/10/2012	428.00
27751	GREATER TWIN CITIES UNITED WAY	02/10/2012	148.28
27752	IUOE LOCAL 70	02/10/2012	2,150.80
27753	MESSERLI & KRAMER PA	02/10/2012	670.00
27754	METROPOLITAN LIFE	02/10/2012	3,930.61
27755	MN CHILD SUPPORT	02/10/2012	2,057.90
27756	MN DEPT OF REVENUE	02/10/2012	184.00
27757	MN ENVIRONMENTAL FUND	02/10/2012	58.06
27758	ROBERT BEALKE IND	02/10/2012	375.00
27759	SAM'S CLUB/GEMB	02/10/2012	762.66
27760	SAM'S CLUB/GEMB	02/10/2012	116.92
27761	SCHOOL SERVICE EMPLOYEES	02/10/2012	5,277.65
27762	TOWN LIFE	02/10/2012	697.50
27763	US DEPT OF EDUCATION	02/10/2012	500.00
27764	VANGUARD SMALL BUSINESS SERVIC	02/10/2012	19,475.09
27765	WATERPARK OF AMERICA	02/10/2012	494.00
27766	WBLA EDUCATIONAL FOUNDATION	02/10/2012	893.50
26	Computer	Check(s) For a Total of	211,165.45

	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
	26	Computer	Checks For a Total of	211,165.45
Total For	26	Manual, Wire Tran, ACH & Computer Checks		211,165.45
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		211,165.45

Check Nbr	Vendor Name	Check Date	Check Amount
27767-28049		02/16/2012	VOID
28050	AARP DRIVER SAFETY PROGRAM	02/16/2012	120.00
28051	AARP DRIVER SAFETY PROGRAM	02/16/2012	308.00
28052	AARP DRIVER SAFETY PROGRAM	02/16/2012	174.00
28053	ABBOTT PAINT & CARPET INC	02/16/2012	245.95
28054	ACCESS COMMUNICATIONS INC	02/16/2012	82.50
28055	ACT INC	02/16/2012	250.00
28056	ADAMS, LINDA	02/16/2012	107.63
28057	AFFINITYCARE INC	02/16/2012	500.00
28058	AGROPUR INC	02/16/2012	22,608.61
28059	AIG	02/16/2012	566.66
28060	ALBERS MECHANICAL SERVICE INC	02/16/2012	2,816.55
28061	AMERICAN VAN EQUIPMENT INC	02/16/2012	238.19
28062	AMERIPRIDE SERVICES	02/16/2012	659.67
28063	ANCHOR PAPER CO	02/16/2012	2,068.00
28064	ANDERSON, DAWN	02/16/2012	73.00
28065	ANDERSON, TONY J	02/16/2012	72.00
28066	ANOKA COUNTY	02/16/2012	177.76
28067	API SUPPLY LIFTS	02/16/2012	705.00
28068	APPLE COMPUTER INC	02/16/2012	5,840.90
28069	APPLIED ENVIRONMENTAL SCI INC	02/16/2012	5,111.95
28070	ARNDT, ERIC	02/16/2012	109.00
28071	ARROWWOOD RESORT AND CONFERENC	02/16/2012	89.78
28072	ASTLEFORD INTERNATIONAL TRUCKS	02/16/2012	732.12
28073	AV AVENUE LLC	02/16/2012	875.00
28074	AVON BUSINESS FORMS & PROMOTIO	02/16/2012	370.63
28075	B&B ASSOCIATES/CRYSTAL	02/16/2012	249.00
28076	BAKER, CHERYL	02/16/2012	41.46
28077	BANNIE, TODD	02/16/2012	131.00
28078	BARNES & NOBLE	02/16/2012	539.34
28079	BARNETT WB CHRYSLER JEEP DODGE	02/16/2012	129.88
28080	BARNITT, JUDITH	02/16/2012	17.00
28081	BARTHOLD	02/16/2012	1,056.00
28082	BATTERIES PLUS	02/16/2012	59.97
28083	BEACON ATHLETICS	02/16/2012	269.57
28084	BEHAVIORAL DYNAMICS INC	02/16/2012	289.00
28085	BENSON, BILL	02/16/2012	94.00
28086	BERGIN FRUIT AND NUT CO	02/16/2012	25.94
28087	BERNIER, CARYN S	02/16/2012	119.88
28088	BERRY BLENDZ - EDEN PRAIRIE	02/16/2012	660.00
28089	BESEMAN, TERRY	02/16/2012	72.00
28090	BEST, RANDY	02/16/2012	75.00
28091	BIOCLEAN MOBILE WASH INC	02/16/2012	492.30
28092	BJURSTROM, PETER EMIL	02/16/2012	45.00
28093	BLB CONSULTING LLC	02/16/2012	550.00
28094	BLICK ART MATERIALS	02/16/2012	1,705.52
28095	BOLAND, WILLIAM	02/16/2012	78.00
28096	THE BOOMERANG PROJECT	02/16/2012	1,380.00
28097	BRAD ENGEN RALLY	02/16/2012	300.00
28098	BRAIN INJURY ASSOC OF MN	02/16/2012	200.00
28099	BRAMSCHER, JUDEE	02/16/2012	10.20

Check Nbr	Vendor Name	Check Date	Check Amount
28100	BREON, JENNIFER	02/16/2012	15.00
28101	BROCKWAY, TOM	02/16/2012	110.00
28102	BROWN, RAYMOND	02/16/2012	72.00
28103	BURKE, ERIN	02/16/2012	58.94
28104	BURMEISTER, JANE M	02/16/2012	137.08
28105	BUTLER, PEGGY A	02/16/2012	99.81
28106	CAMBIUM LEARNING INC	02/16/2012	129.80
28107	CAMBRIDGE STRATEGIC SERVICES	02/16/2012	3,200.00
28108	CANNIFF, AMY E	02/16/2012	646.73
28109	CANVAS HEALTH	02/16/2012	5,959.16
28110	CAREY, MATTHEW	02/16/2012	78.00
28111	CARLSON WAGONLIT TRAVEL	02/16/2012	41,300.00
28112	CARTRIDGE CARE	02/16/2012	136.74
28113	CENTURYLINK	02/16/2012	267.24
28114	CERTIFIED LABORATORIES	02/16/2012	1,090.18
28115	THE CHILDREN'S THEATRE COMPANY	02/16/2012	1,145.00
28116	Vendor Continued Check	02/16/2012	0.00
28117	CHILDREN'S HEALTH MARKET INC	02/16/2012	20,959.40
28118	CHISAGO LAKES COMM EDUC	02/16/2012	249.00
28119	CITI-CARGO & STORAGE CO INC	02/16/2012	85.00
28120	CLARK ENGINEERING CORP	02/16/2012	1,680.00
28121	CONSTRUCTION MANAGEMENT BUILDI	02/16/2012	25,310.00
28122	COCA-COLA BOTTLING MIDWEST CO	02/16/2012	1,811.76
28123	COMCAST	02/16/2012	5.26
28124	CONNEY SAFETY	02/16/2012	482.74
28125	CONTINENTAL RESEARCH CORP	02/16/2012	40.80
28126	COOK, BEKI	02/16/2012	125.00
28127	COOK, CHANDA	02/16/2012	654.00
28128	COOPS SPORTSWEAR	02/16/2012	90.00
28129	COPY IMAGES INC	02/16/2012	4,826.00
28130	COPY IMAGES INC	02/16/2012	152.00
28131	CRISIS PREVENTION INSTITUTE IN	02/16/2012	250.00
28132	CTB INC	02/16/2012	4,723.70
28133	CUB FOODS OF WHITE BEAR TWSHP	02/16/2012	419.22
28134	CUB FOODS OF WOODBURY	02/16/2012	256.81
28135	CULLIGAN BOTTLED WATER	02/16/2012	107.85
28136	CUMMINS NPOWER LLC	02/16/2012	127.75
28137	CURRICULUM ASSOCIATES LLC	02/16/2012	74.59
28138	DAHLEM, TERESA	02/16/2012	392.94
28139	Vendor Continued Check	02/16/2012	0.00
28140	DALCO CORPORATION	02/16/2012	8,431.59
28141	DARTS VMS INC	02/16/2012	1,436.38
28142	DAVY, MARY	02/16/2012	13.60
28143	DECKER INC	02/16/2012	772.72
28144	DEJARLAIS, MARILYN	02/16/2012	22.52
28145	DELLWOOD HILLS GOLF CLUB	02/16/2012	1,116.71
28146	DEMCO INC	02/16/2012	196.19
28147	DEVANEY, JAMES A	02/16/2012	105.00
28148	DISCOVERY EDUCATION	02/16/2012	5,985.00
28149	DIVERSIFIED SNACK DISTRIBUTION	02/16/2012	2,653.00

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28150	DOMINOS PIZZA	02/16/2012	213.50
28151	DONATELLI'S	02/16/2012	487.84
28152	DRAMATISTS PLAY SERVICE	02/16/2012	175.49
28153	DYMIT, MARIE	02/16/2012	89.91
28154	E.L. REINHARDT COMPANY INC	02/16/2012	369.38
28155	Vendor Continued Check	02/16/2012	0.00
28156	ECKROTH MUSIC	02/16/2012	645.34
28157	EDUCATIONAL RESEARCH AND DEV	02/16/2012	60.00
28158	ELLINGSON, GREGG	02/16/2012	78.00
28159	ENGSTROM, MARK	02/16/2012	53.00
28160	ENVIRONMENTAL SYSTEMS RESEARCH	02/16/2012	350.00
28161	ERICKSON, LAURIE	02/16/2012	15.54
28162	ESSON, ANN	02/16/2012	75.00
28163	F&N OPERATIONS LLC	02/16/2012	149.42
28164	FASTENAL COMPANY	02/16/2012	201.09
28165	FERRELLGAS	02/16/2012	263.50
28166	Vendor Continued Check	02/16/2012	0.00
28167	FESTIVAL FOODS-KNOWLAN'S	02/16/2012	1,772.00
28168	FIELD OF DREAMS BASEBALL	02/16/2012	2,000.00
28169	FIRST STUDENT INC	02/16/2012	124,166.06
28170	FNS METRIX	02/16/2012	790.80
28171	FOLEY, ALEXIS P	02/16/2012	47.78
28172	FOLLETT LIBRARY RESOURCES	02/16/2012	681.33
28173	FOSTER, CATHERINE A	02/16/2012	68.82
28174	FRATTALONES HARDWARE STORES	02/16/2012	1,154.61
28175	FRESHWATER SOCIETY	02/16/2012	144.16
28176	FRIENDLY INTEGRATION LLC	02/16/2012	540.00
28177	FRIESEN, JONATHAN	02/16/2012	775.00
28178	FROGNER, AMANDA J	02/16/2012	10.06
28179	FROGNER, JANET	02/16/2012	14.64
28180	FULLER, DONNA	02/16/2012	12.75
28181	FUN AND FUNCTION	02/16/2012	117.94
28182	G&K SERVICES INC	02/16/2012	2,312.00
28183	G&K SERVICES	02/16/2012	831.48
28184	G&K SERVICES	02/16/2012	124.59
28185	GALE	02/16/2012	1,848.85
28186	GALLAGHERS NORTHWESTERN TIRE C	02/16/2012	883.60
28187	GARDEN & ASSOCIATES INC	02/16/2012	50.00
28188	GARRISON, MARK S	02/16/2012	121.57
28189	GENERAL PARTS LLC	02/16/2012	240.85
28190	GOLDCOM INC	02/16/2012	1,376.97
28191	GOOGLE INC	02/16/2012	147.71
28192	GOPHER	02/16/2012	791.51
28193	GOPHER STAGE LIGHTING	02/16/2012	7,257.55
28194	Vendor Continued Check	02/16/2012	0.00
28195	Vendor Continued Check	02/16/2012	0.00
28196	GRAINGER	02/16/2012	3,084.99
28197	GRAND SLAM SPORTS @ COON RAPID	02/16/2012	2,178.00
28198	GRANDMA'S BAKERY INC	02/16/2012	113.69
28199	GREAT AMER OPPORTUNITIES INC	02/16/2012	1,056.00

Check Nbr	Vendor Name	Check Date	Check Amount
28200	GREATAMERICA LEASING CORP	02/16/2012	812.91
28201	Vendor Continued Check	02/16/2012	0.00
28202	GREEN ACRES RECREATION	02/16/2012	950.00
28203	GUDMUNDSON, JAMIE	02/16/2012	73.00
28204	H2O FOR LIFE	02/16/2012	5,079.08
28205	HALLBERG ENGINEERING INC	02/16/2012	37,560.50
28206	HALLEY DIANE	02/16/2012	110.00
28207	HANDY HITCH & WELDING CO INC	02/16/2012	135.40
28208	HANSON, DONNA	02/16/2012	40.80
28209	HANSON, MARILYN	02/16/2012	80.00
28210	HARRINGER, LINDA	02/16/2012	121.00
28211	HARRINGTON, RICK	02/16/2012	131.00
28212	HAUGEN, CHRIS	02/16/2012	78.00
28213	HEALY, JASON	02/16/2012	36.99
28214	HERKENHOFF, CHRISTOPHER R	02/16/2012	56.00
28215	HERMES, MARK W	02/16/2012	78.00
28216	HIGGINS, SHEILA	02/16/2012	231.21
28217	HJELM, GREGORY M	02/16/2012	412.60
28218	HOANG, CONG	02/16/2012	90.00
28219	HOBY	02/16/2012	150.00
28220	HOEFER, SHANE	02/16/2012	128.00
28221	Vendor Continued Check	02/16/2012	0.00
28222	Vendor Continued Check	02/16/2012	0.00
28223	HOGLUND BUS AND TRUCK CO	02/16/2012	3,219.24
28224	THE HOPEFUL CO	02/16/2012	75.21
28225	HOUGHTON MIFFLIN HARCOURT	02/16/2012	1,862.69
28226	HUDSON, SCOTT	02/16/2012	64.00
28227	HUGO / ONEKA SCHOOLS PTA	02/16/2012	2,326.50
28228	HUGO EQUIPMENT CO	02/16/2012	107.70
28229	HUMANEX VENTURES	02/16/2012	5,951.00
28230	Vendor Continued Check	02/16/2012	0.00
28231	Vendor Continued Check	02/16/2012	0.00
28232	IFD	02/16/2012	139,678.56
28233	THE INSTITUTE OF THEOLOGICAL	02/16/2012	300.00
28234	INTERMEDIATE DISTRICT 287	02/16/2012	450.00
28235	INTERMEDIATE DISTRICT 287	02/16/2012	4,320.93
28236	INTL READING ASSOC	02/16/2012	129.00
28237	ISD #625 EAST OFFICE COMM EDUC	02/16/2012	50.00
28238	IXL LEARNING	02/16/2012	199.00
28239	J & R SCHOOL SUPPLIES	02/16/2012	128.00
28240	JAYTECH INC	02/16/2012	2,299.75
28241	JIMMY JOHNS #869	02/16/2012	65.00
28242	JIMMY'S CONFERENCE & BANQUET C	02/16/2012	76.06
28243	JIMMY'S CONFERENCE & BANQUET C	02/16/2012	500.00
28244	JOHNSON CONTROLS INC	02/16/2012	1,725.58
28245	JOHNSON, SADIE R	02/16/2012	64.62
28246	JUNIOR ACHIEVEMENT OF THE UPPE	02/16/2012	900.00
28247	JW PEPPER & SON INC	02/16/2012	249.94
28248	Vendor Continued Check	02/16/2012	0.00
28249	K PEARSON MECHANICAL LLC	02/16/2012	7,120.75

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28250	KATH FUEL OIL SERVICE CO	02/16/2012	23,989.39
28251	KBA	02/16/2012	192.00
28252	KEARN, BARBARA	02/16/2012	66.65
28253	KELLER DEBBIE/JOHN	02/16/2012	15.00
28254	KEM VENTURES INC	02/16/2012	54.95
28255	KERN, TOM	02/16/2012	94.00
28256	KIMBALL MIDWEST	02/16/2012	171.83
28257	KIRKPATRICK, MEGAN E	02/16/2012	48.50
28258	KNOWBUDDY RESOURCES	02/16/2012	90.88
28259	KOREAN QUARTERLY	02/16/2012	20.00
28260	KOVARIK, DAN	02/16/2012	75.00
28261	KOWALSKIS MARKET	02/16/2012	108.94
28262	KUPFERSCHMIDT, ROBERT	02/16/2012	170.00
28263	L & D SIGN	02/16/2012	3,862.38
28264	LANDS BEST FOODS	02/16/2012	2,785.60
28265	LANDSHUT, RICHARD	02/16/2012	56.00
28266	LANGEVIN, JOE	02/16/2012	78.00
28267	LANGUAGE LINE SERVICES	02/16/2012	210.74
28268	LARSEN, GARY SCOTT	02/16/2012	75.00
28269	LARSON, JOHN	02/16/2012	326.35
28270	LAW, DAVID W	02/16/2012	215.13
28271	LAWSON PRODUCTS INC	02/16/2012	238.41
28272	LE ST GERMAIN HOTEL SUITE	02/16/2012	87.16
28273	LIDS TEAM SPORTS	02/16/2012	1,590.50
28274	THE LODGE AT GIANTS RIDGE	02/16/2012	696.58
28275	LOEGERING, ARNITA	02/16/2012	19.55
28276	LOFFLER COMPANIES INC	02/16/2012	310.00
28277	LORENZ, JODI	02/16/2012	40.00
28278	LOVETT, MICHAEL J	02/16/2012	261.20
28279	MAAP	02/16/2012	2,790.00
28280	MACKIN EDUCATIONAL RESOURCES	02/16/2012	712.91
28281	MACPHAIL CENTER FOR MUSIC	02/16/2012	5,660.50
28282	MAILFINANCE INC	02/16/2012	445.71
28283	MANPOWER	02/16/2012	1,379.60
28284	MARKETFEST	02/16/2012	210.00
28285	MARTINSON, KARA	02/16/2012	35.94
28286	MARX, JEFFREY T	02/16/2012	45.00
28287	MASA	02/16/2012	275.00
28288	MASE	02/16/2012	50.00
28289	MATERNITY OF MARY & ST ANDREWS	02/16/2012	420.00
28290	MATH MASTERS OF MINNESOTA	02/16/2012	340.00
28291	MATHIESON, SARA	02/16/2012	29.75
28292	MATOSKA INTL SCHOOL	02/16/2012	100.00
28293	MAY, THERESE	02/16/2012	425.25
28294	MAYER, ANTHONY G	02/16/2012	35.49
28295	Vendor Continued Check	02/16/2012	0.00
28296	MCDONOUGH'S WATERJETTING AND	02/16/2012	6,024.75
28297	MCGOURTY, LESLIE R	02/16/2012	47.45
28298	MCGRAW, TIM	02/16/2012	275.62
28299	MCPMAHON, MARGARET	02/16/2012	401.38

Check Nbr	Vendor Name	Check Date	Check Amount
28300	MEDICAL TECHNOLOGIES	02/16/2012	62.50
28301	METRO ECSU	02/16/2012	400.00
28302	METRO SOUND AND LIGHTING	02/16/2012	6,714.09
28303	MIDTHUN, CAROL	02/16/2012	304.75
28304	MIDWAY PARTY RENTAL INC	02/16/2012	718.50
28305	MIDWEST BUS PARTS INC	02/16/2012	252.70
28306	MILLER, NATALIE	02/16/2012	149.96
28307	MINNSPRA	02/16/2012	140.00
28308	MINVALCO INC	02/16/2012	828.16
28309	MINNEAPOLIS METRO SCHOOL COUNS	02/16/2012	100.00
28310	MN DEPT OF HEALTH	02/16/2012	60.00
28311	MN DNR ECO-WATERS	02/16/2012	328.53
28312	MN ELEVATOR INC	02/16/2012	290.77
28313	MN INTERSCHOLASTIC ATHLETIC AD	02/16/2012	100.00
28314	MN SWORD PLAY	02/16/2012	360.00
28315	MN ZOO	02/16/2012	836.00
28316	MOORHEAD MACHINERY & BOILER CO	02/16/2012	1,070.50
28317	MOUNDS VIEW HIGH SCHOOL	02/16/2012	55.00
28318	MN PARK & SPORTS TURF MANAGERS	02/16/2012	50.00
28319	MN SCHOOL SOCIAL WORKERS ASSN	02/16/2012	60.00
28320	MSTP	02/16/2012	40.00
28321	MURPHY, CHRISTINE	02/16/2012	95.00
28322	Vendor Continued Check	02/16/2012	0.00
28323	MUSEUM OF SCIENCE	02/16/2012	7,925.50
28324	MUSIC CONNECTION INC	02/16/2012	134.00
28325	MUSIC THEATER INTL	02/16/2012	25.00
28326	MUZAK LLC	02/16/2012	1,258.20
28327	N2Y	02/16/2012	399.00
28328	NASVIK, CRAIG S	02/16/2012	4,897.80
28329	NATL AUTISM RESOURCE	02/16/2012	165.96
28330	NATL RECOGNITION PRODUCTS	02/16/2012	51.61
28331	NELSON, MARGARET R	02/16/2012	298.95
28332	NEW WAY HYPNOSIS CLINC INC	02/16/2012	968.00
28333	Vendor Continued Check	02/16/2012	0.00
28334	Vendor Continued Check	02/16/2012	0.00
28335	NORTH CENTRAL TRUCK EQUIPMENT	02/16/2012	2,396.87
28336	NORTH HIGH SCHOOL	02/16/2012	465.00
28337	NORTH HIGH SCHOOL	02/16/2012	510.00
28338	NORTH SHORE GYM SALES	02/16/2012	258.00
28339	Vendor Continued Check	02/16/2012	0.00
28340	NORTHEAST METRO INTERMEDIATE D	02/16/2012	158,819.69
28341	NORTHERN VOICES	02/16/2012	5,600.00
28342	NORTHMETRO SUBWAY	02/16/2012	553.68
28343	NORTHWEST YOUTH & FAMILY SERV	02/16/2012	81,032.83
28344	NOVAK, JIM	02/16/2012	55.00
28345	NOW MICRO INC	02/16/2012	339.95
28346	O'GRADY, CATHY	02/16/2012	322.88
28347	O'REILLY AUTOMOTIVE INC	02/16/2012	674.05
28348	Vendor Continued Check	02/16/2012	0.00
28349	OFFICE DEPOT	02/16/2012	245.28

Check Nbr	Vendor Name	Check Date	Check Amount
28350	OLD DUTCH FOODS INC	02/16/2012	457.35
28351	OLSEN FIRE PROTECTION	02/16/2012	363.00
28352	OLSON, ABIGAYIL E	02/16/2012	54.00
28353	OLSON, MARK	02/16/2012	47.45
28354	ON CALL CLINICIANS	02/16/2012	396.00
28355	ON SITE SANITATION INC	02/16/2012	128.00
28356	ONION MOUNTAIN TECHNOLOGY INC	02/16/2012	49.20
28357	OPEN ARMS OF MN	02/16/2012	6,894.01
28358	ORIENTAL TRADING	02/16/2012	137.75
28359	OXYGEN SERVICE CO INC	02/16/2012	19.53
28360	PAN-O-GOLD	02/16/2012	4,357.29
28361	PARKOS CONSTRUCTION CO INC	02/16/2012	18,797.68
28362	PARTS NOW ! LLC	02/16/2012	84.80
28363	PAUL VADNAIS PLUMBING & WELL	02/16/2012	280.00
28364	PCI EDUCATIONAL PUBLISHING	02/16/2012	665.23
28365	PEARSON EDUCATION	02/16/2012	388.80
28366	PERRAULT, CHRIS	02/16/2012	75.00
28367	PETERS, BRIAN	02/16/2012	72.00
28368	PHAM, CUONG	02/16/2012	195.98
28369	PIERRE, CHRISTINA	02/16/2012	405.56
28370	PITCHER, JULIE K	02/16/2012	29.93
28371	PITLICK, GREG	02/16/2012	400.71
28372	PITTMAN, ANNIKA R	02/16/2012	29.00
28373	PLASTER, MARK A	02/16/2012	144.30
28374	POCKET NURSE ENTERPRISE INC	02/16/2012	42.35
28375	POSTMASTER	02/16/2012	507.36
28376	POULSON, JOHN W	02/16/2012	64.00
28377	PRAXAIR DISTRIBUTION INC	02/16/2012	110.53
28378	PRESS PUBLICATIONS	02/16/2012	1,271.86
28379	PROGRESSIVE GIFTS & INCENTIVES	02/16/2012	84.75
28380	PUMP AND METER SERVICE INC	02/16/2012	242.89
28381	PYRAMID EDUC CONSULTANTS	02/16/2012	790.00
28382	R & R SPECIALTIES INC	02/16/2012	64.90
28383	RAMSEY COUNTY COMM HUMAN SVCS	02/16/2012	29,800.00
28384	RAMSEY COUNTY HISTORICAL SOC	02/16/2012	50.00
28385	RASMUSSEN, JEAN H	02/16/2012	320.00
28386	REEVES, BROOKE	02/16/2012	93.03
28387	RHODY, BILL	02/16/2012	131.00
28388	RIGHTWAY GLASS INC	02/16/2012	255.00
28389	ROSSITER, DANIEL J	02/16/2012	94.91
28390	ROTHER, JULIE N	02/16/2012	87.57
28391	RUIZ JR, TONY	02/16/2012	55.00
28392	S & T OFFICE PRODUCTS INC	02/16/2012	231.97
28393	SAIKO, KATHY	02/16/2012	14.87
28394	SAM'S CLUB/GEMB	02/16/2012	233.10
28395	SCAN AIR FILTER INC	02/16/2012	2,892.50
28396	SCHAUER, DANA	02/16/2012	68.38
28397	SCHMITT MUSIC COMPANY	02/16/2012	74.10
28398	SCHOLARSHIP AMERICA	02/16/2012	59.50
28399	SCHOOL NUTRITION ASSOC (SNA)	02/16/2012	54.25

Check Nbr	Vendor Name	Check Date	Check Amount
28400	SCHOOL SPECIALTY	02/16/2012	100.30
28401	SCHOOLFINANCES.COM	02/16/2012	275.00
28402	SEBCO BOOKS	02/16/2012	996.82
28403	SECURITAS SEC SVCS USA INC	02/16/2012	2,400.48
28404	SEEVER, GRAY	02/16/2012	165.00
28405	SHARON BITTNER INTERIORS LLC	02/16/2012	235.40
28406	SHERRICK THERESA	02/16/2012	41.96
28407	SHIE, JEFFREY R	02/16/2012	131.00
28408	SHIFFLER EQUIPMENT SALES INC	02/16/2012	272.65
28409	SIEBENALER, KEVIN R	02/16/2012	53.28
28410	SIMSHAUSER, KIMBERLY P	02/16/2012	197.58
28411	SKATETIME SCHOOL PROGRAMS	02/16/2012	2,340.00
28412	SKLAVENITIS, RHIANNON L	02/16/2012	9.99
28413	SNAP-ON TOOLS	02/16/2012	531.25
28414	SOCIAL STUDIES SCHOOL SERVICE	02/16/2012	14.98
28415	SOMMERS, MICHON LEE	02/16/2012	34.74
28416	SORENSEN, CHRISTOPHER	02/16/2012	267.82
28417	ST ANDREWS LUTHERAN CHURCH	02/16/2012	555.00
28418	STAR TRIBUNE	02/16/2012	111.80
28419	STARFALL PUBLICATIONS	02/16/2012	115.33
28420	STATE SUPPLY CO	02/16/2012	411.50
28421	STILLWATER GIRLS BASKETBALL	02/16/2012	120.00
28422	STIRLING, CONNIE	02/16/2012	36.63
28423	STOREY, CATHY	02/16/2012	75.00
28424	STREAMLINE DESIGN INC	02/16/2012	175.00
28425	STUDENT SUPPLY	02/16/2012	578.10
28426	SWANSON, LORI A	02/16/2012	75.00
28427	SWENSON, EVELYN	02/16/2012	421.38
28428	TEKTON CONSTRUCTION CO	02/16/2012	4,481.40
28429	TELIN TRANSPORTATION GROUP LLC	02/16/2012	205.76
28430	TERRA GENERAL CONTRACTORS	02/16/2012	7,800.00
28431	THINK SOCIAL PUBLISHING INC	02/16/2012	50.36
28432	THINKING MOVES ORDERS	02/16/2012	128.85
28433	THOMPSON, JEAN	02/16/2012	40.57
28434	TIERNEY BROTHERS INC	02/16/2012	4,996.00
28435	TOBII ATI	02/16/2012	1,700.00
28436	TOUSLEY FORD INC	02/16/2012	15.00
28437	TOUSSAINT, JANEL PHYLLIS	02/16/2012	49.95
28438	TOYOTA-LIFT OF MINNESOTA	02/16/2012	203.65
28439	TRADE PRESS INC	02/16/2012	454.00
28440	TRANE US INC	02/16/2012	1,701.34
28441	TRAVEL LEADERS	02/16/2012	22.80
28442	TRAYER, SHAWNA J	02/16/2012	146.35
28443	TRI STATE BOBCAT	02/16/2012	4,231.44
28444	TROLLHAUGEN	02/16/2012	1,974.00
28445	TRUSTED EMPLOYEES	02/16/2012	1,900.00
28446	TULBERG, ERIC	02/16/2012	250.00
28447	TURCOTTE, AMBER	02/16/2012	73.00
28448	TWIN CITY JANITOR SUPPLY CO	02/16/2012	68.00
28449	TYLER, JEFF	02/16/2012	72.00

Check Nbr	Vendor Name	Check Date	Check Amount
28450	U.S. ENERGY SERVICES INC	02/16/2012	105,833.33
28451	UCPGC INFINITEC MN GRANT	02/16/2012	1,237.50
28452	UHL CO INC	02/16/2012	15,261.50
28453	UNITED TRUCK & EQUIPMENT	02/16/2012	760.60
28454	US FOODS CULINARY EQUIP & SUPP	02/16/2012	550.00
28455	VACATION SPORTS	02/16/2012	1,722.50
28456	VALLEYFAIR GROUP SALES	02/16/2012	5,187.50
28457	VANDERBILT UNIVERSITY	02/16/2012	80.00
28458	VENBURG TIRE CO	02/16/2012	18.00
28459	VERIZON WIRELESS	02/16/2012	104.10
28460	VETTE, MARISA AA	02/16/2012	139.99
28461	VIRCKS, PETER	02/16/2012	175.00
28462	VOYAGEUR	02/16/2012	280.00
28463	W E NEAL SLATE CO	02/16/2012	451.75
28464	WALD, TIM	02/16/2012	717.93
28465	WALES ROBIN R	02/16/2012	37.02
28466	WALTERS REBUILDERS	02/16/2012	12.95
28467	WASTE MANAGEMENT OF WI-MN	02/16/2012	332.34
28468	WAYFAIR LLC	02/16/2012	106.05
28469	WHITE BEAR LAKE SPORTS CENTER	02/16/2012	280.00
28470	WEIGMAN, DONALD M	02/16/2012	110.00
28471	WELLNER LAW PLLC	02/16/2012	300.00
28472	WESP-DHH	02/16/2012	350.00
28473	WEST METRO EDUC PROGRAM	02/16/2012	5,928.00
28474	WEST PAYMENT CENTER	02/16/2012	117.50
28475	WHITE, THOMAS R	02/16/2012	80.52
28476	WIERSMA, LANCE	02/16/2012	72.00
28477	WILD MOUNTAIN	02/16/2012	2,576.00
28478	WILDMAN HILAL, ANDREA L	02/16/2012	101.01
28479	WIMER, MARY KATHRYN	02/16/2012	150.00
28480	WINDSTREAM	02/16/2012	2,606.10
28481	WINNICK SUPPLY	02/16/2012	66.60
28482	WOLF RIDGE ENVIRONMENTAL	02/16/2012	7,349.58
28483	WOOD, JAMES	02/16/2012	17.99
28484	WWAACC	02/16/2012	99.00
28485	XEROX CORPORATION	02/16/2012	419.46
28486	YMCA OF GREATER SAINT PAUL	02/16/2012	83,851.24

437	Computer	Check(s) For a Total of	1,254,680.22
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Check Nbr	Vendor Name	Check Date	Check Amount
25383	SCSU CHEER TEAM	02/16/2012	558.00
25384	SCSU CHEER TEAM	02/16/2012	306.00
27278	BLAINE RAY WORKSHOPS INC	02/16/2012	269.00
27584	NATL ARCHERY IN THE SCHOOLS PR	02/16/2012	399.00
4	Void	Check(s) For a Total of	1,532.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	437	Computer	Checks For a Total of	1,254,680.22
Total For	437	Manual, Wire Tran, ACH & Computer	Checks	1,254,680.22
Less	4	Voided	Checks For a Total of	1,532.00
			Net Amount	1,253,148.22

Check Nbr	Vendor Name	Check Date	Check Amount
28487	CROWNE PLAZA RIVERFRONT	02/22/2012	1,114.65
28488	PAULSON, TOM	02/22/2012	11,541.38
2	Computer	Check(s) For a Total of	12,656.03

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	12,656.03
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	12,656.03
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,656.03

Check Nbr	Vendor Name	Check Date	Check Amount
28489	AIG	02/24/2012	5,330.49
28490	AMERICAN CANCER SOCIETY	02/24/2012	320.00
28491	AMERICAN FUNDS	02/24/2012	71,233.21
28492	AMERICAN UNITED LIFE	02/24/2012	44,764.23
28493	AMERIPRISE FINANCIAL SERVICES	02/24/2012	10,315.83
28494	AXA EQUITABLE	02/24/2012	22,220.49
28495	COMCAST	02/24/2012	72.41
28496	Vendor Continued Check	02/24/2012	0.00
28497	COPY IMAGES INC	02/24/2012	14,888.59
28498	CUB FOODS OF WHITE BEAR TWSHP	02/24/2012	524.91
28499	EDUCATION MN ESI BILLING TRUST	02/24/2012	16,903.22
28500	GREAT LAKES HIGHER EDUC GUARAN	02/24/2012	99.00
28501	GREATER TWIN CITIES UNITED WAY	02/24/2012	148.28
28502	GURSTEL CHARGO ATTORNEYS AT LA	02/24/2012	69.00
28503	IUOE LOCAL 70	02/24/2012	2,152.37
28504	MESSERLI & KRAMER PA	02/24/2012	600.16
28505	METROPOLITAN LIFE	02/24/2012	3,930.61
28506	MN CHILD SUPPORT	02/24/2012	2,057.90
28507	MN DEPT OF REVENUE	02/24/2012	66.00
28508	MN ENVIRONMENTAL FUND	02/24/2012	58.06
28509	SCHOOL SERVICE EMPLOYEES	02/24/2012	5,281.05
28510	US DEPT OF EDUCATION	02/24/2012	346.00
28511	VANGUARD SMALL BUSINESS SERVIC	02/24/2012	19,857.21
28512	WHITE BEAR LAKE CITY	02/24/2012	430.00
28513	WHITE BEAR LAKE CITY	02/24/2012	20.00
28514	WBLA EDUCATIONAL FOUNDATION	02/24/2012	893.50
26	Computer	Check(s) For a Total of	222,582.52

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	26	Computer	Checks For a Total of	222,582.52
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	222,582.52
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		222,582.52

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: **March 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
Four Long Coats (mink, and grey squirrel) One Short Coat Two Stoles One Hat (approximate value \$300)	Carol Bender	White Bear Lake Area High School Theatre Department
Mindware Products	Mindware	Lakeaires Elementary School
Forty sets of Headphones	Vadnais Heights Walmart	Oneka Elementary
\$41,608.00	See attached	White Bear Lake Community Services Senior Program
\$120.00	Otter Lake Elementary	Angel Fund
\$25.00	Wells Fargo Community Support Campaign	Birch Lake Elementary
\$200.00	White Bear Alpine Ski Team	Alpine Ski
\$200.00	White Bear Lake Lions Club	National Honor Society
\$2,100.00	White Bear High School Soccer Booster	Girls Soccer
\$121.18	Community Shares of Minnesota	White Bear High School – South Campus
\$25.00	Donatelli's	White Bear High School – South Campus

RECOMMENDATION: Accept donations.

White Bear Lake Community Services Senior Program

		3M Foundation	\$	250.00
Ms.	Elizabeth	Ahl	\$	25.00
Mr. & Mrs.	James & Doris	Ahlberg	\$	25.00
Mrs.	Lori	Ahlness	\$	25.00
Mr. & Mrs.	Rob & Linda	Albert	\$	50.00
Mr. & Mrs.	Leo & Anna	Albertson	\$	25.00
Mr. & Mrs.	Elwood & Judy	Anderson	\$	25.00
Ms.	Cathleen A.	Anderson	\$	50.00
		Anonymous	\$	25.00
		Anonymous	\$	100.00
		Anonymous	\$	30.00
		Anonymous	\$	10,000.00
		Anonymous	\$	100.00
		Anonymous	\$	50.00
		Anonymous	\$	25.00
		Anonymous	\$	60.00
Ms.	Carrie	Arcand	\$	25.00
Mr. & Mrs.	Tom & Jan	Ashlin	\$	100.00
Dr. & Mrs.	Wally & Rita	Balcerzak	\$	15.00
Mr. & Mrs.	John & Rita	Barton	\$	50.00
Mr.	Merton L.	Bartsch	\$	100.00
Ms.	Michelle	Basco	\$	10.00
Ms.	Rose	Bayuk	\$	25.00
Mr.	Gary J.	Bellis	\$	25.00
Ms.	Judith	Beniak	\$	50.00
Ms.	Phyllis	Benjamin	\$	50.00
Mr. & Mrs.	Barton & Sharon	Benshoof	\$	25.00
Mr. & Mrs.	Thomas & Kathleen	Berg	\$	25.00
Ms.	Jeanne W.	Bertram	\$	15.00
Ms.	Marjorie E.	Bertram	\$	100.00
Mr. & Mrs.	Kurt & Mindy	Biedermann	\$	20.00
Ms.	Victoria	Biehn	\$	25.00
Ms.	Diana	Bjorkman	\$	25.00
Mr. & Mrs.	Jeff & Terry	Blees	\$	25.00
Mr. & Mrs.	Butch & Jerri	Blomquist	\$	25.00
Mr. & Mrs.	Marc & Lisa	Blum	\$	50.00
Ms.	Joanne	Bockelman	\$	50.00
Ms.	Priscilla	Boehm	\$	20.00
Mr.	Michael	Boehm	\$	35.00
Ms.	Janet	Bowser	\$	25.00
Ms.	Marie	Bragg	\$	5.00
Ms.	Joan	Brainard	\$	25.00
Mr. & Mrs.	Fred & Sue	Brass	\$	30.00
Mr. & Mrs.	Robert & Camille	Brass	\$	25.00
Ms.	Barbara	Brenny	\$	25.00
Ms.	Marjorie	Broas	\$	25.00
Ms.	Mary	Bryan	\$	25.00

Ms.	Ruth	Bullis	\$	25.00
Mr. & Mrs.	Jim & Karen	Bunde	\$	50.00
Ms.	Mary Kay	Burdick	\$	25.00
Mr.	John	Burkel	\$	50.00
Ms.	Verna	Burns	\$	10.00
Ms.	Deb	Burton	\$	25.00
Mr. & Mrs.	Marty & Judy	Cammack	\$	25.00
Mr. & Mrs.	Roger & Linda	Carlson	\$	100.00
Mr. & Mrs.	Peter & Patricia	Carlson	\$	50.00
Mr.	Laurence	Carlson	\$	25.00
Mr.	Ralph W.	Carlson	\$	25.00
Mr.	Gordon	Carr	\$	50.00
Ms.	Maureen	Carrell	\$	25.00
Mr. & Mrs.	Jerome & Monetta	Cartier	\$	25.00
Ms.	Katie	Cavanor	\$	25.00
Ms.	Josephine	Chervenak	\$	25.00
Mr. & Mrs.	John & Joellen	Christensen	\$	25.00
Mr.	Norman	Christensen	\$	100.00
Mr.	Roy	Christensen Sr.	\$	200.00
		Church of St. Pius	\$	50.00
Ms.	Donna M.	Claude	\$	100.00
Ms.	Lois	Clausen	\$	25.00
Mr. & Mr.s	Kenneth & Delpha	Close	\$	25.00
Mr. & Mrs.	Kenneth & Delpha	Close	\$	25.00
Mr. & Mrs.	John & Bonnie	Coghlan	\$	25.00
Ms.	Alta	Colaizy	\$	25.00
Ms.	Marilyn S.	Cole	\$	25.00
Ms.	Marilyn	Cole	\$	40.00
Ms.	Mary Kay	Connolly	\$	50.00
Ms.	Deb	Courts-Brown	\$	50.00
Mr.	Robert C.	Cramer	\$	250.00
Ms.	Carol Ann	Cramer	\$	30.00
Ms.	Sheila K.	Cunningham	\$	500.00
Ms.	Martha	Cunningham	\$	250.00
Mr.	Jack	Curtis	\$	25.00
Ms.	Jill	Dalhoff	\$	10.00
Ms.	Bernice	De Ponti	\$	25.00
Ms.	Bernadine	DeChaney	\$	10.00
Mr. & Mrs.	Jack & Diane	Dehen	\$	25.00
Mr. & Mrs.	Frank & Phyllis	Demma	\$	50.00
Ms.	Jill	Denker	\$	100.00
Mr.	Paul	Dickson	\$	30.00
Ms.	Virginia	Dippel	\$	25.00
Ms.	Sharon	Doffing	\$	50.00
Mr.	Joseph	Donnelly	\$	60.00
Ms.	Rosella	Douglas	\$	40.00
Ms.	Lucy	Durfee	\$	25.00

Ms.	Cindy	Dustin	\$	100.00
Mr. & Mrs.	Jake & Nancy	Dzubnar	\$	50.00
Mr.	Ralph	Ebbott	\$	100.00
Mr. & Mrs.	Fred & Kathy	Eberwine	\$	100.00
Ms.	JoAnne M.	Edell	\$	50.00
Ms.	Jacqueline	Eha	\$	25.00
Ms.	Cheryl	Ek	\$	10.00
Ms.	Delores	Elliott	\$	25.00
Ms.	Barbara	Emer	\$	25.00
		Episcopal Church	\$	200.00
Ms.	Judy Orlene	Erickson	\$	25.00
Mr. & Mrs.	Lowell & Bev	Erickson	\$	25.00
Mr.	Andrew	Ervin	\$	50.00
Ms.	Elizabeth	Espe	\$	500.00
Mr.	Michael	Eterno	\$	50.00
Ms.	Norma	Everetts	\$	25.00
Ms.	Jackie	Felt	\$	25.00
Ms.	Sandra	Fiedler	\$	50.00
Ms.	Mary	Fiefarek	\$	25.00
Mr. & Mrs.	Jim & Phyllis	Fink	\$	25.00
Ms.	Beverly	Flake	\$	20.00
Ms.	Karen	Forside	\$	50.00
Mr. & Mrs.	Richard & Mary	Fosmer	\$	35.00
Ms.	Caroline	Foss	\$	25.00
Mr. & Mrs.	Ed & Burnette	Foss	\$	25.00
Ms.	Norma	Foster	\$	25.00
Mr. & Mrs.	Lloyd & Doris	Frank	\$	25.00
Ms.	Carol M.	Fuller	\$	40.00
Ms.	Mary Kay	Furman	\$	20.00
Ms.	Anna	Gallagher	\$	10.00
Mr. & Mrs.	Tim & Micky	Garvey	\$	200.00
Mr. & Mrs.	Tim & Micky	Garvey	\$	200.00
Rev.	Robert	Gehrke	\$	250.00
Mr. & Mrs.	James & Marilyn	Gephart	\$	40.00
Mr. & Mrs.	Dick & Narcene	Getchell	\$	50.00
Ms.	Sandra	Gibson	\$	25.00
Ms.	Janet	Gilkeson	\$	25.00
Ms.	Deborah	Glasrud Lentsch	\$	10,000.00
Ms.	Ellen	Grabenstetter	\$	25.00
Ms.	Marlene	Gravlin	\$	25.00
Mr. & Mrs.	Mark & Donna	Griffin	\$	100.00
Ms.	Shirley	Gullberg	\$	10.00
Ms.	Lois	Gurney	\$	25.00
Ms.	Rose M.	Gustafson	\$	20.00
Ms.	Gloria	Hacker	\$	25.00
Ms.	Donna	Hagemeier	\$	25.00
Mr. & Mrs.	Kent & Eva	Halbach	\$	20.00

Ms.	Beverly	Hall	\$	15.00
Mr. & Mrs.	Thomas & Nancy	Hansen	\$	30.00
Ms.	Valoris	Hansen	\$	200.00
Mr. & Mrs.	Steve & Laura	Hansen	\$	200.00
Mr. & Mrs.	Richard & Barbara	Hanson	\$	50.00
Ms.	Marion	Hardy	\$	50.00
Ms.	Emilie	Harrison	\$	30.00
Mr.	Keith	Harrower	\$	50.00
Mr. & Mrs.	B. C. & Jean	Hart	\$	100.00
Ms.	Marion	Hastings	\$	25.00
Ms.	Georgia L.	Haug	\$	75.00
Mr. & Mrs.	John & Lydia	Haugen	\$	50.00
Mr. & Mrs.	Louis & Mary	Hauser	\$	100.00
Mr.	Thane	Hawkins	\$	200.00
Mr.	Ralph	Hayne	\$	50.00
Ms.	Carol	Heckmann	\$	10.00
Mr.	Eugene	Heltemes	\$	50.00
Mr. & Mrs.	Douglas & Colleen	Herberg	\$	25.00
Ms.	Sonia	Hexum	\$	25.00
Ms.	Margy	Hiller	\$	100.00
Ms.	Lois	Hodges	\$	25.00
Mr. & Mrs.	John & Mary	Hoeniger	\$	25.00
Ms.	Marjil	Hoffman	\$	25.00
Mr. & Mrs.	Edward & Nancy	Hoffman	\$	50.00
Mr.	Walter J. "Mike"	Hooker	\$	50.00
Mr.	Walter J.	Hooker	\$	50.00
Mr.	Walter J.	Hooker	\$	50.00
Ms.	Carol	Houghtby	\$	100.00
Mr.	David	Howard	\$	25.00
Ms.	Abby L.	Howe	\$	25.00
Ms.	Sherry	Hropko	\$	25.00
Ms.	Audrey	Hurd	\$	25.00
Mr. & Mrs.	Douglas & Emmie	Ingram	\$	25.00
Ms.	Betty C.	Jablonski	\$	25.00
Ms.	Barbara	Jackson	\$	25.00
Mr.	Francis	Jacobs	\$	25.00
Ms.	Kathleen	James	\$	50.00
Mr. & Mrs.	Dan & Chris	Janse	\$	50.00
Mr. & Mrs.	Mike & Vera	Jansen	\$	100.00
Ms.	Ruth	Janzen	\$	50.00
Ms.	Marcia	Jensen	\$	50.00
Ms.	Susan K.	Johnson	\$	25.00
Ms.	Gloria	Johnson	\$	25.00
Mr. & Mrs.	Gene & Kathy	Johnson	\$	200.00
Mr. & Mrs.	James & Sharon	Johnson	\$	25.00
Mr. & Mrs.	Gregg & Roxie	Johnson	\$	25.00
Mr. & Mrs.	Rodney & Dorothy	Johnson	\$	25.00

Mr. & Mrs.	Gregg & Roxie	Johnson	\$	500.00
Ms.	Janice	Johnstone	\$	50.00
Mr. & Mrs.	Keith & Judy	Johnstone	\$	50.00
Ms.	Jane	Jones	\$	40.00
Ms.	Nanette	Jones	\$	25.00
Mr.	Robert	Kappes	\$	25.00
Ms.	Patricia	Karasiewicz	\$	20.00
Col. & Mrs.	Kenneth & Michelle	Kasprisin	\$	20.00
Mr. & Mrs.	Paul & Karla	Keller	\$	30.00
Mr.	Jeff	Kern	\$	30.00
Mr.	George	Kimball	\$	25.00
Mr. & Mrs.	Dana & Lori	Klimp	\$	50.00
Ms.	Jeanne	Koeckeritz	\$	18.00
Ms.	Muriel	Kohler	\$	25.00
Mr.	James T.	Krizak	\$	100.00
Ms.	Kay	Kronberg	\$	20.00
Mr.	Philip A.	Krueger	\$	50.00
Ms.	Aileen A.	Krusell	\$	25.00
Ms.	Marjorie	Kujala	\$	25.00
Mr. & Mrs.	Wayne & June	Kulas	\$	25.00
Ms.	Shirley	Kulevsky	\$	25.00
Ms.	Suzanne	Laddusire	\$	25.00
Mr. & Mrs.	Jay & Robin	Langer	\$	50.00
Ms.	Rosella	Langer	\$	5.00
Mr.	David	LaRochelle	\$	75.00
Mr.	Chuck	Lavallee	\$	25.00
Mr. & Mrs.	Ted & Bonnie	LaValley	\$	50.00
Ms.	Kathy	Lehner	\$	25.00
Ms.	Earline	Lemon	\$	25.00
Ms.	Earline	Lemon	\$	50.00
Mr. & Mrs.	Raymond & Genevieve	Lenzmeier	\$	15.00
Mr. & Mrs.	Paul & Julie	Leonhart	\$	25.00
Ms.	Alma	Limbach	\$	150.00
Ms.	Vandora	Linck	\$	25.00
Mr. & Mrs.	Mike & Lisa	Lindvall	\$	25.00
Mr. & Mrs.	Jim & Mary	Linn	\$	50.00
Ms.	Shirley	Lockbeam	\$	20.00
Mr.	Donald S.	Longhenry	\$	25.00
Mr.	Larry H.	Lueth	\$	50.00
Mr.	Peter	Lundell	\$	25.00
Ms.	Mary C.	Lynch	\$	25.00
Mr.	Matthew	Macheledt	\$	15.00
Mr. & Mrs.	John & Diane	Madden	\$	50.00
Mr.	Robert	Magill-Cuerden	\$	50.00
Mr.	David H.	Magler	\$	25.00
Ms.	Patricia	Manning	\$	20.00
Mr. & Mrs.	Duane & Joan	Mansk	\$	15.00

Mr. & Mrs.	Carey & Patricia	Mattson	\$	25.00
Mr.	Ralph D.	Maves	\$	25.00
Mr. & Mrs.	George & Catherine	May	\$	50.00
Ms.	Robin J.	McCormack	\$	50.00
Mr.	Stephen	McGarthwaite	\$	25.00
Ms.	Debra	McGuire	\$	50.00
Ms.	Nancy	McMullen	\$	100.00
Mr. & Ms.	Michael & Amy	McPhee & Okaya	\$	20.00
Ms.	Lee	Menssen	\$	25.00
Mr. & Mrs.	Peter & Kelly	Merriman	\$	50.00
Ms.	Joan D.	Mertes	\$	25.00
		Metro Meals on W	\$	1,715.00
		Metro Meals on W	\$	50.00
Mr. & Mrs.	Bruce & LeeAnn	Meyer	\$	25.00
Mr. & Mrs.	Stan & Susanne	Meyer	\$	100.00
Mr.	Michael	Meyers	\$	20.00
Mr. & Mrs.	Ed & Joan	Michaud	\$	25.00
Mr.	Ray	Millard	\$	25.00
Ms.	Patricia M.	Miller	\$	200.00
Ms.	Marceline	Mitchell	\$	20.00
Ms.	Susan	Moen	\$	20.00
Mr. & Mrs.	Lee & Terri	Momsen	\$	25.00
Ms.	Virginia	Morrow	\$	25.00
Ms.	Frances	Moss	\$	20.00
Mr.	Paul & Craig	Moss & Miller	\$	25.00
Mr.	Scott	Mueller	\$	100.00
Mr. & Mrs.	Clarence & Helen	Munson	\$	10.00
Mrs.	Richard C.	Nadon	\$	25.00
Ms.	Kathryn	Nakanishi	\$	25.00
Ms.	Christine	Naylon	\$	15.00
Mr.	Walter W.	Nelsen	\$	30.00
Ms.	Sue	Nelson	\$	50.00
Mr. & Mrs.	Edward & Linda	Nelson	\$	200.00
Mr. & Mrs.	Kevin & Mary	Nelson	\$	25.00
Ms.	Judy	Nelson	\$	25.00
Mr.	Mitchell	Neren	\$	25.00
Mr. & Mrs.	Mary & Steve	Newman	\$	15.00
Mr. & Mrs.	Peter & Carla	Nielsen	\$	25.00
Ms.	Maggie	Nitti	\$	50.00
		Normandy Park St	\$	25.00
Mr. & Mrs.	Darrell & Sally	Novak	\$	25.00
Mr. & Mrs.	James & Linda	O'Brien	\$	25.00
Ms.	Dorothy	Olson	\$	25.00
Ms.	Sandra M.	Olson	\$	50.00
Ms.	Jodelle	Olson	\$	10.00
Mr.	Ronald	Olson	\$	50.00
Ms.	Debra	O'Neil	\$	50.00

Mr.	Jeff	Ongstad	\$	25.00
Mr. & Mrs.	Kent & Holly	Osterman	\$	25.00
Ms.	Joanne	Pardo	\$	25.00
Ms.	Tammy	Parker	\$	15.00
Mr.	Wilford	Parnell	\$	15.00
Ms.	Patricia	Payson	\$	10.00
Ms.	Betty	Pelletier	\$	25.00
Ms.	Judith	Peters	\$	50.00
Mr. & Mrs.	Larry & Dorothy	Peters	\$	25.00
Mr. & Mrs.	Stan & Charie	Petersen	\$	50.00
Ms.	Doris	Peterson	\$	25.00
Ms.	Alvina	Peterson	\$	50.00
Ms.	Janet	Peterson	\$	100.00
Mr.	Robert	Peterson	\$	200.00
Ms.	Caroline	Peterson	\$	10.00
Ms.	Agnes	Peterson	\$	25.00
Mr. & Mrs.	Tim	Pierce	\$	100.00
Ms.	Patricia	Pillsbury	\$	25.00
Ms.	Dotti	Piotrowski	\$	50.00
Ms.	Jackie	Poston	\$	25.00
Ms.	Sandy	Pramann	\$	50.00
Mr. & Mrs.	Roger & Esther	Price	\$	25.00
Mr. & Mrs.	Robert & Carole	Przybylski	\$	25.00
Ms.	Myrtle	Pyche	\$	30.00
Ms.	Mary M.	Raddatz	\$	25.00
Ms.	Maxine	Randall	\$	15.00
Mr. & Mrs.	David & Carol	Rankin	\$	25.00
Ms.	Jan	Rapheal	\$	15.00
Dr.	Roger	Rasmussen	\$	200.00
Mr. & Mrs.	Jim & Lori	Rathburn	\$	50.00
Ms.	Mary Lou	Rauchwarter	\$	25.00
Mr. & Mrs.	Mike & Terry	Reasoner	\$	15.00
Mr. & Mrs.	Rex & Renee	Redmer	\$	10.00
Mr.	John	Reed	\$	25.00
Ms.	Clara	Reilly	\$	25.00
Ms.	Jean	Remington	\$	25.00
Mr. & Mrs.	Brad & Lori	Ribar	\$	50.00
Ms.	Laudy	Ribar	\$	100.00
Mr. & Mrs.	Bill & Pat	Riley	\$	25.00
Ms.	Paula	Rittenhouse	\$	50.00
Mr.	Glen	Robbins	\$	25.00
Ms.	Bernice	Roberts	\$	10.00
Mr. & Mrs.	David & Jean	Robinson	\$	25.00
Mr. & Mrs.	Charlie & Jan	Roeser	\$	25.00
Mr. & Mrs.	Charlie & Jan	Roesser	\$	25.00
Mr.	Don	Rooney	\$	25.00
Ms.	Mary	Ross	\$	100.00

Mr. & Mrs.	James & Judith	Ross	\$	25.00
Mr.	Joseph T.	Rukavina	\$	25.00
Ms.	Judith	Runge	\$	100.00
Ms.	Carol	Saunders	\$	100.00
Mr. & Mr.s	Robert & Sherry	Schletty	\$	20.00
Ms.	Celia	Schmidt	\$	10.00
Ms.	Vicky	Schoeller	\$	50.00
Ms.	Lois	Schoenthaler	\$	25.00
Mr. & Mrs.	Jeffrey & Janice	Scholz	\$	50.00
Mr.	Robert J.	Schroeder	\$	50.00
Mr. & Mrs.	Tom & Cindy	Scott	\$	25.00
Ms.	Margaret	Seibel	\$	30.00
Ms.	Eva	Seidel	\$	50.00
Mr.	John	Seidel	\$	50.00
Mr. & Mrs.	Norbert & Anne	Selbitschka	\$	20.00
Ms.	Bonnie	Selden	\$	50.00
Mr.	Ken	Shaffer	\$	15.00
Mr. & Mrs.	Richard & Karen	Slade	\$	50.00
Mr.	George	Slater	\$	20.00
Mr.	Keith	Smelser	\$	25.00
Ms.	Donna	Smith	\$	25.00
Ms.	Diane	Smith	\$	10.00
Ms.	Sally	Smith McDougall	\$	25.00
Mr. & Mrs.	Hugh & Peggy	Sontag	\$	25.00
Ms. & Mr.	Bridget & John	Sperl & McCormic	\$	200.00
Mr.	James	Stark	\$	25.00
Mr. & Mrs.	Keith & Denyce	Steadland	\$	50.00
Ms.	Lolle	Stephenson	\$	20.00
Mr.	Craig	Stewart	\$	100.00
Ms.	Christeen	Stone	\$	15.00
Ms.	Phyllis	Storberg	\$	20.00
Mr. & Mrs.	Rick & Cathy	Storey	\$	25.00
Ms.	RoxAnn	Strand	\$	100.00
Ms.	Audrey J.	Strane	\$	25.00
Ms.	Kathy	Stratis	\$	100.00
		White Bear Lake /	\$	25.00
Ms.	Dorothy H.	Suchor	\$	25.00
Ms.	Margi	Sundell	\$	25.00
Mr.	Robert	Surver	\$	25.00
Mr.	Gordon L.	Sutherland	\$	50.00
Ms.	Mary E.	Swanson	\$	25.00
Ms.	Betty F.	Swanson	\$	20.00
Ms.	Judith	Szalapski	\$	25.00
Ms.	Peggy	Tansom	\$	10.00
Mr.	Paul	Thompson	\$	100.00
Mr.	Ronald	Thompson	\$	25.00
Ms.	Jeanne A.	Thoreson	\$	25.00

Mr. & Mr.s	Ted & Joanne	Thornquist	\$	50.00
Mrs.	Jack L.	Titus	\$	25.00
Mr.	Steven	Tomaszewski	\$	50.00
Ms.	Linda	Tomme	\$	10.00
Mr. & Mrs.	Mark & Terri	Toner	\$	100.00
Mr.	Lee	Trebatowski	\$	25.00
Ms.	Nancy J.	Trevino	\$	25.00
Ms.	Helen	Tubridy	\$	25.00
Ms.	Carol	Urban	\$	20.00
		Vadnais Heights Community Founc		
Ms.	Anna	Vignetti	\$	10.00
Mr.	Stanley	Vomacka	\$	30.00
Mr. & Mrs.	Dan & Kathy	Wachtler	\$	300.00
Ms.	Elizabeth	Walby	\$	25.00
Mr. & Mrs.	Michael & Mary Jean	Waldoch	\$	25.00
Ms.	Kathryn	Wallberg	\$	25.00
Mr.	Robert	Ward	\$	25.00
Mr. & Mrs.	Robert & Abigail	Warwick	\$	25.00
Ms.	Lori	Weaver	\$	100.00
Ms.	Theresa	West	\$	10.00
Mr. & Mrs.	Richard & Ruth	West	\$	25.00
Mr. & Mrs.	Ken & Marg	Westman	\$	25.00
		White Bear Lake E	\$	200.00
Mr. & Mrs.	Richard & Jane	Wicklund	\$	25.00
Mr.	Gerald	Wilharber	\$	25.00
Ms.	Julaine M.	Williams	\$	50.00
Ms.	JoAnn	Williams	\$	10.00
Ms.	Lucia	Winegar	\$	25.00
Mr. & Mrs.	Robert P. & Pamela L.	Winkler	\$	100.00
Mr. & Mrs.	Cal & Barb	Wojahn	\$	50.00
Ms.	Marlys	Worrel		
Ms.	Sheryl	Wright	\$	25.00
Ms.	Dorothy H.	Yarusso	\$	25.00
Mr. & Mrs.	Steven & Debra	Zabka	\$	25.00
Mr. & Mrs.	Arnold & Jan	Zack	\$	25.00
Mr.	Marc W.	Zastera	\$	20.00
Mr. & Mrs.	Matthew & Debora	Zeller	\$	15.00
Ms.	Joy D.	Zemke	\$	25.00
Ms.	Joy D.	Zemke	\$	25.00
Ms.	Ruth	Zieper	\$	50.00
Mr.	Richard	Ziertman	\$	50.00
Mr. & Mrs.	Raymond & Claudette	Zietlow	\$	25.00
Mr.	John	Zustiak	\$	5.00
Ms.	Theresa	Zwieg	\$	30.00
			\$	41,608.00

AGENDA ITEM: Field Trip Request

MEETING DATE: March 12, 2012

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
Thursday, 4/19/12 - Friday, 4/20/12 Ramada Inn - Mall of America Bloomington, Minnesota	Laura Watters and Mike Hamernick	ALC MAAP Stars Leadership and Service - Spring Events Conference	2	12	Total cost per student: \$40 Student Portion: \$40 Other Source(s): Carl Perkins Grant	District Bus	To give students the opportunity to showcase their skills in the Minnesota standards, along with their artistic, career, and life skills. Students are evaluated by business leaders and given an opportunity to receive recognition for their work and improve their self-esteem.
Friday, 4/27/12 - Sunday, 4/29/12 Chicago, Illinois	Lou Ferreri	White Bear Lake Area High School South Campus Art Students	1	30-35	Total cost per student: \$495 Student Portion: \$495 Other Source(s): Students finance their own trip	District Bus	12th annual trip supports art department goals to expose students to a concentrated experience/ exposure in art. Will include two major theatrical productions, three major art museums, art gallery visits, and a sculpture park.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATIONS - CLASSIFIED STAFF

DEANNA FOTY – Computer/Playground Assistant, Hugo Elementary
Employed by District 624 since 08/31/2011
Effective Date: 02/24/2012

LINDA MURPHY – Nurse Paraprofessional, Transition Plus
Employed by District 624 since 09/08/2009
Effective Date: 02/01/2012

RESIGNATIONS - CERTIFIED STAFF

AMY ROVA-DUFFY – LTS/Title 1 Teacher (Math Intervention), Vadnais Elementary
Employed by District 624 since 12/12/2012
Effective Date: 03/09/2012

SARA SAHLBERG – Elementary Classroom Teacher, On Leave
Employed by District 624 since 08/26/2004
Effective Date: 06/08/2012

RETIREMENT - CERTIFIED STAFF

KATHLEEN MANKE – Elementary Classroom Teacher, Willow Lane Elementary
Employed by District 624 since 08/24/1998
Effective Date: 06/08/2012

CHANGE IN CONTINUING CONTRACT - CERTIFIED STAFF

SARA BROMELAND – SPED Teacher, Willow Lane Elementary
From .60 f.t.e. to a .80 f.t.e.
Effective Date: 02/13/2012 through 06/08/2012

LEAVE OF ABSENCES - CLASSIFIED STAFF

PHILIP MITCHELL – Mechanic, Bus Garage
Employed by District 624 since 07/20/2005
Effective Dates: 09/01/2011 through 02/10/2012

TIRA SMITH – Pupil Support Assistant, Birch Lake Elementary
Employed by District 624 since 03/17/2003
Effective Dates: 01/09/2012 through 03/07/2012

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

LEAVE OF ABSENCE - CERTIFIED STAFF

SAMANTHA MEYER – Psychologist, Lincoln Elementary
Employee by District 624 since 08/21/2003
Effective Dates: 02/15/2012 through 06/08/2012

FULL-TIME LEAVE REQUESTS - CERTIFIED STAFF 2012-2013

EDWARD ANDERSON – German Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

MARINA BOROWY – Spanish Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

DEBORAH BUTTERS – Physical Education Teacher, Secondary
Third Year Extended Leave Request
Effective Date: 2012-2013 School Year

ABIGAIL FEHR – Elementary Classroom Teacher
First Year General Leave Request
Effective Date: 2012-2013 School Year

GREGORY FRY – Mathematics Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

JULIE HOPKINS – Mathematics Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

DAVID LAMWERS – Grade 6 Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

LINDSAY LAMWERS – Science Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

CAROLYN LOUNSBERRY – Communications Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

FULL-TIME LEAVE REQUESTS - CERTIFIED STAFF 2012-2013

SCOTT MANNI – Mathematics Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

ANDREW MARTINSON – Mathematics Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

CYNTHIA MATTSON – SPED Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

LAURA MEYER – Communications Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

ROGER SEELING – SPED Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

BETH SOLENSKY – Elementary Classroom Teacher
First Year General Leave Request
Effective Date: 2012-2013 School Year

KARI THALHUBER – Health Teacher, Secondary
Second Year General Leave Request
Effective Date: 2012-2013 School Year

NEW PERSONNEL - CLASSIFIED STAFF

DEEDRA ANGELLIS – Part-Time Cook, North Campus
\$12.83/ hr. 3.25 hrs./day 72 days \$3,002.22
Effective Date: 02/17/2012

EMY HARRINGTON – Part-Time Cook, Hugo Elementary
\$12.83/ hr. 2.50 hrs./day 66 days \$2,116.95
Effective Date: 02/27/2012

MARIANA MAJIL – ELL Assistant, Lakeaires Elementary
\$15.45/ hr. 4.00 hrs./day 59 days, \$3,646.20
Effective Date: 02/13/2012

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL - CLASSIFIED STAFF

MELISSA PLOUFF – Part-Time Cook, Central Middle School
\$12.83/ hr. 2.50 hrs./day 64 days, \$2,052.80
Effective Date: 02/29/2012

NEW PERSONNEL - CERTIFIED STAFF 2012-2013

RENEE HOLT – SPED Teacher, Central Middle School
BA+15, Step 3 \$40,057.00
Effective Date: 2012-2013 School Year

LONG TERM SUBSTITUTE - CERTIFIED STAFF

DAVIE REINHARDT – FACS Teacher, North Campus
BA, Step 1 \$11,656.62
Effective Date: 03/08/2012

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: **Overview of High School Innovative Programs**

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**
Don Bosch, Principal, WBLAHS North
Tim Wald, Principal, WBLAHS South

Background:

This winter, we are taking a few minutes at the beginning of each School Board meeting to highlight program improvements in our schools. In January, we highlighted innovations at the elementary level; in February, highlighted pre-school programming; and this month, innovations in our high school program.

With us will be White Bear Lake High School North Campus principal Don Bosch, and South Campus principal Tim Wald, who will highlight some of the new programs at our high school. This gives our School Board members and our community a first-hand opportunity to hear from teachers and students about programs the Board has given approval to during the past couple of years.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **March 12, 2012**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent of Schools**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: School Board Policy 406, Public and Private Personnel Data

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Chris Picha, Director of Human Resources
Marisa Vette, Director of Communications and Community Relations

Background:

We are recommending a minor change in the listing of what is public personnel data. Currently, our policy lists the work telephone number of an employee as public data, but does not list the employee work e-mail. The White Bear Lake Area Schools has for many years made the employee e-mail available on our website, and this practice is continuing under the assumption that the intent of the law is that public employees be accessible through electronic communications. We believe that it is appropriate to formally list e-mail in addition to telephone number, and this proposal takes the first step in doing so.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 9 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: April 29, 1996
Revised: January 10, 2005
Revised: October 11, 2010
Revised: December 12, 2011

*White Bear Lake Area
School District #624 Policy 406*

406 PUBLIC AND PRIVATE PERSONNEL DATA

I. PURPOSE

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its personnel.

II. GENERAL STATEMENT OF POLICY

- A. All data on individuals collected, created, received, maintained or disseminated by the school district, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

III. DEFINITIONS

- A. "Confidential" means the data is not available to the subject.
- B. "Finalist" means an individual who is selected to be interviewed by the school board for a position.
- C. "Parking space leasing data" means the following government data on an application for, or lease of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space and work telephone number.
- D. "Personnel data" means government data on individuals maintained because they are or were employees of the school district, applicants for employment, volunteers for the school district, or members of or applicants for an advisory board or commission. Personnel data include data submitted to the school district by an employee as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district operations. An employee who is identified in a suggestion shall have access to all data in the suggestion except the identity of the employee making the suggestion.
- E. "Private" means the data is available to the subject of the data and to school district staff who need it to conduct the business of the school district.
- F. "Protected health information" means individually identifiable health information transmitted in electronic form by a school district acting as a health care provider.

“Protected health information” excludes health information in education records covered by FERPA and employment records held by a school district in its role as employer.

G. “Public” means that the data is available to anyone who requests it.

IV. PUBLIC PERSONNEL DATA

A. The following information on employees, including volunteers and independent contractors, is public:

1. name;
2. employee identification number, which may not be the employee’s social security number;
3. actual gross salary;
4. salary range;
5. terms and conditions of employment relationship;
6. contract fees;
7. actual gross pension;
8. the value and nature of employer-paid fringe benefits;
9. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
10. job title;
11. bargaining unit
12. job description;
13. education and training background;
14. previous work experience;
15. dates of first and last employment;
16. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;

17. the final disposition of any disciplinary action, as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the school district;
 18. the terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
 19. work location;
 20. work telephone number;
 21. work email address;
 22. badge number;
 23. work-related continuing education;
 24. honors and awards received; and
 25. payroll time sheets or other comparable data that is used only to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data; and
- B. The following information on applicants for employment or advisory board/commission positions is public:
1. veteran status;
 2. relevant test scores;
 3. rank on eligible list;
 4. job history;
 5. education and training; and
 6. work availability.
- C. Names of applicants is private data except when certified as eligible for appointment to a vacancy or when they become finalists for an employment position.

- D. Names and home addresses of applicants for appointment to and members of an advisory board/commission are public.
- E. Regardless of whether there has been a final disposition as defined in Minn. Stat. §13.43, Subd. 2(b), upon completion of an investigation of a complaint or charge against a public official, as defined in Minn. Stat. § 13.43, Subd. 2(e), or if a public official resigns or is terminated from employment while the complaint or charge is pending, all data relating to the complaint or charge is public, unless access to the data would jeopardize an active investigation or reveal confidential sources.

V. PRIVATE PERSONNEL DATA

- A. All other personnel data is private and will only be shared with individuals within the entity (school district) whose work requires such access. Private data will not be otherwise released unless authorized by law or by the employee's informed written consent.
- B. Data pertaining to an employee's dependents is private data.
- C. Data created, collected or maintained by the school district to administer employee assistance programs is private.
- D. Parking space leasing data is private.
- E. Personnel data may be disseminated to labor organizations to the extent the school district determines it is necessary for the labor organization to conduct its business or when authorized by the Commissioner of the Bureau of Mediation Services.
- F. The school district may display a photograph of a current or former employee to prospective witnesses as part of the school district's investigation of any complaint or charge against the employee.
- G. The school district may, if the responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data that is relevant to the concerns for safety to:
 - 1. The person who may be harmed and to the attorney representing the person when the data is relevant to obtaining a restraining order;
 - 2. A pre-petition screening team conducting an investigation of the employee under Minn. Stat. § 253B.07, Subd. 1; or
 - 3. A court, law enforcement agency or prosecuting authority.

- H. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purposes of reporting a crime or alleged crime committed by an employee, or for the purpose of assisting law enforcement in the investigation of such a crime or alleged crime.
- I. A complainant has access to a statement provided by the complainant to the school district in connection with a complaint or charge against an employee.
- J. When allegations of sexual or other types of harassment are made against an employee, the employee shall not have access to data that would identify the complainant or other witnesses if the school district determines that the employee's access to that data would:
1. threaten the personal safety of the complainant or a witness; or
 2. subject the complainant or witness to harassment.
- If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.
- K. The school district shall make any report to the Board of Teaching or the Board of School Administrators as required by Minn. Stat. § 122A.20, Subd. 2, and shall, upon written request from the licensing board having jurisdiction over a teacher's license, provide the licensing board with information about the teacher from the school district's files, any termination or disciplinary proceeding, any settlement or compromise, or any investigative file.
- L. Private personnel data shall be disclosed to the Department of Employment and Economic Development for the purpose of administration of the unemployment insurance program under Minn. Stat. Ch. 268.
- M. When a report of alleged maltreatment of a student in a school is made to the Commissioner of Education, data that is relevant and collected by the school about the person alleged to have committed maltreatment must be provided to the Commissioner on request for purposes of an assessment or investigation of the maltreatment report.
- N. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release and the investigation resulted in the resignation of the subject of the data.
- O. The identity of an employee making a suggestion as part of an organized self-evaluation effort by the school district to cut costs, to make the school district more efficient, or to improve school district operations is private.

- P. Health information on employees is private unless otherwise provided by law. To the extent that the school district transmits protected health information, the school district will comply with all privacy requirements.
- Q Personal home contact information for employees may be used by the school district and shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.

VI. MULTIPLE CLASSIFICATIONS

If data on individuals is classified as both private and confidential by Minn. Stat. Ch. 13, or any other state or federal law, the data is private.

VII. CHANGE IN CLASSIFICATIONS

The school district shall change the classification of data in its possession if it is required to do so to comply with other judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

VIII. RESPONSIBLE AUTHORITY

The school district has designated the Director of Human Resources as the authority responsible for personnel data. If you have any questions, contact the Director of Human Resources.

IX. RELEASE FORM

Employee authorization for release form will appear as "Attachment A" to this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 13.39 (Civil Investigation Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 122A.20, Subd. 2 (Mandatory Reporting)
P.L. 104-191 (HIPAA)
45 C.F.R. Parts 160 and 164 (HIPAA Regulations)

Cross References: WBLASB Policy 206 (Public Participation in School Board Meetings/
Meetings/Complaints about Persons at School Board Meetings and Data
Privacy Considerations)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School
Records-Privacy-Access to Data)

AGENDA ITEM: School Board Policy 496, Faculty and Staff Dress and Appearance

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON: Chris Picha
Director of Human Resources

Background:

Chris Picha has worked with our administration and our staff over the past year to develop a Faculty and Staff Dress and Appearance policy. Not all school districts have such a policy, so in this policy we are taking a step forward in addressing the issue. It is clear that student conduct is influenced by what students wear to school, and we have high standards for student attire and appearance. This addresses the issue of employee dress and appearance.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 9 School Board meeting agenda or subsequent meeting as an operational item for action.

New Policy

Adopted: _____
Revised: _____

*White Bear Lake Area
School Board Policy 496*

496 FACULTY AND STAFF DRESS AND APPEARANCE

I. PURPOSE AND BELIEF

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards, and that set an appropriate example for students. We believe that professionally dressed staff set a higher expectation for student behavior and building climate.

II. GENERAL STATEMENT OF POLICY

A. The School District recognizes that teachers and other staff members are role models for the students who come in contact with them during and after school hours. As role models, teachers and other staff should be conscious of their dress and grooming and how it may affect students, parents and community members. Teachers and staff are expected to dress in a professional and appropriate manner that will be most conducive to the educational environment. Employees should be clean, neat, well groomed and dressed in an appropriate manner for their individual work assignments. A wide variety of teaching styles and activities occur between age and grade levels. Therefore, activities and/or assignments planned for the day will dictate, to a degree, the style of dress considered appropriate attire. Good judgment and common sense should be used in choosing appropriate attire. The responsibility for determining appropriate grooming and dress shall be placed under the supervision of the district and school level administrator.

B. Minimum Dress and Grooming Standard

The minimum dress and grooming standard for employees shall meet or exceed the standard required for students in the Policy 504 – Student Dress Code.

Legal References: U.S. Const., amend. I
Kelley, Comm'r, Suffolk Cnty. Police Dep't v. Johnson, 425 U.S. 238 (1976)
Tardif v. Quinn, 545 F.2d 761 (1st Cir. 1976)
Miller v. Sch. Dist. No. 167, 495 F.2d 658 (7th Cir. 1974)
Morrison v. Hamilton Cnty. Bd. of Educ., 494 S.W.2d 770 (Tenn. 1973)

Cross References: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 504 (Student Dress and Appearance)
WBLASB Policy 609 (Religion)

New Policy

APPENDIX A

GENERAL PROCEDURES

A. DRESS STANDARDS

1. Appropriate clothing includes, but is not limited to, the following:
 - a. Outer garments that fit properly.
 - b. Business casual or academic professional attire.
 - c. Clothing appropriate for the weather.
 - d. Clothing appropriate for the activity or age group of student (i.e., physical education, staff development set up, early childhood activities, production work, working outdoors, classroom activity, etc.)
2. Inappropriate clothing includes, but is not limited to, the following:
 1. Clothing that is too revealing, distracting, or disruptive to the educational process, i.e., shorts, tank/tube tops, tops that expose the midriff (with arms raised), excessive cleavage, excessively low-rise or tight-fitting pants, exposed undergarments, short skirts and dresses, skirts with severe front slits, and other clothing that is not in keeping with educational goals and professional standards.
 2. Jeans (unless a principal has implemented a “casual Friday”-type policy, and even then, no jeans with frayed cuffs or holes).
 3. Pajamas, sweats, and gym clothes.
 4. Beach or rubber flip-flops, beach sandals, and athletic shoes (dress/professional sandals are acceptable).
 5. Clothing with holes or tears.
 6. Clothing bearing a message which is lewd, vulgar, and/or obscene.
 7. Exposed inappropriate tattoos and piercings that may be a safety hazard.
 8. Apparel promoting products or activities that is illegal for use by minors.
 9. Objectionable emblems, signs, words, objects, or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected group, or which connotes gang membership or affiliation, or approves, advances, or provokes any form of religious,

New Policy

racial, or sexual harassment and/or violence against other individuals as defined in School Board Policy 413.

10. Any apparel or footwear that could damage school property.
 11. Hats/caps, except with approval from building administrator or superintendent (i.e., medical situations or items worn on the head as recognized religious practice by the staff or faculty member).
3. Departments with prescribed uniforms or stricter dress codes (custodial, food service, etc.) are to follow the department protocol where it conflicts with the general dress policy

B. GROOMING STANDARDS

All employees should maintain a clean and groomed appearance. Cologne, perfume and aftershave should be subtle. Employees should take into consideration that their fellow employees may be sensitive to and/or have an allergy to certain fragrances.

C. EXCEPTIONS

1. There may be exceptions for dress made for certain areas of instruction and events, such as physical education instruction, athletic events, field trips, spirit day, special classroom activity, etc. made by the district or school level administrator.
2. Classroom-appropriate attire that is professional in nature and adheres to industry safety standards (e.g., specialized footwear, coveralls, smocks, and head coverings) may be required in certain areas and is acceptable.
3. Reasonable accommodations will be made for employees' medical conditions or religious beliefs. These accommodations will be balanced with the business necessity to present a professional appearance to the public.

D. EMPLOYEE RESPONSIBILITY

It is the responsibility of each employee to use judgment and common sense in selecting clothing that fits with the function of his/her position and the professional image and mission of the School District.

E. SUPERVISORY RESPONSIBILITY

Building level administrators are responsible for ensuring that employees know, understand and adhere to this policy directive. The building level administrator and superintendent may make regulations as necessary and reasonable to implement this policy and its enforcement.

New Policy

F. REGULATION/PROCEDURE

When, in the judgment of the administration, an employee's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the employee or others, the employee will, on first occurrence, be asked to make immediate modifications and, if warranted, will be subject to discipline. Additional violations will be subject to progressive discipline.

AGENDA ITEM: **School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds**

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

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

Background:

School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds, has been 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 Policy is also in line with all recent statute changes related to restrictive procedures.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 9 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: May 9, 2005
Revised: November 8, 2007
Revised: June 13, 2011

White Bear Lake Area School
District Policy 532

532 USE OF PEACE OFFICERS AND CRISIS TEAMS TO REMOVE STUDENTS FROM SCHOOL GROUNDS

I. PURPOSE

The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, a student, including a student with an individualized education plan (IEP), from school grounds.

II. GENERAL STATEMENT OF POLICY

The school district is committed to promoting learning environments that are safe for all members of the school community. Reasonable precautions should be taken to protect students from physical or emotional harm at school and school sponsored events and activities.

All students, including those with IEPs, are subject to the terms of the school district's discipline policy, unless the IEP team determines that the discipline policy should not apply. Building level administrators have the leadership responsibility to maintain a safe, secure, and orderly educational environment that is conducive to learning. Corrective action to discipline a student and/or modify a student's behavior will be taken when a student's behavior violates the school district's discipline policy.

If any student, including a student with an IEP, engages in conduct which, in the judgment of school personnel, endangers or may endanger the health, safety, or property of the student, another student, staff, or school property, the student may be removed from school grounds in accordance with this policy.

III. DEFINITIONS

For purposes of this policy, the following terms have the meaning given them in this section:

- A. "Crisis team" means a group of persons, which may include teachers and non-teaching school personnel, selected by the building administrator in each school building who have received crisis intervention training and are responsible for becoming actively involved in resolving crises. The building administrator or designee shall serve as the leader of the crisis team.
- B. "Emergency" means a situation in which immediate intervention is necessary to protect a student or other individual from physical injury, emotional abuse due to verbal and nonverbal gestures, or to prevent serious property damage.

- C. "Peace officer" means an employee or an elected or appointed official of a political subdivision or law enforcement agency who is licensed by the Board of Peace Officer Standards and Training, charged with the prevention and detection of crime and the enforcement of general criminal laws of the state and who has the full power of arrest. The term "peace officer" includes a person who serves as a sheriff, a deputy sheriff, a police officer, or a state patrol trooper. A "peace officer" is not an agent or an employee of the District.
- D. "Police liaison officer" is a peace officer who, pursuant to an agreement between the school district and a political subdivision or law enforcement agency, is assigned to a school building for all or a portion of the school day to provide law enforcement assistance and support to the building administration and to promote school safety, security, and positive relationships with students. A "police liaison officer" is not an agent or employee of the District.
- E. "Remove the student from school grounds" is the act of securing the person of a student, which may include a student with an IEP, and escorting that student from the school building or school sponsored event or activity.
- F. "Student with an IEP" means a student who is eligible to receive special education and related services pursuant to the terms of an IEP or an individual interagency intervention plan (IIIP).

All other terms and phrases used in this policy shall be defined in accordance with applicable state and federal law or ordinary and customary usage.

IV. REMOVAL OF STUDENTS FROM SCHOOL GROUNDS

A. Removal By Crisis Team

A staff member may summon the building's crisis team whenever the staff member believes the team's intervention is necessary or reasonably appropriate to address student behavior that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties; or to address student behavior that endangers or threatens to endanger the student, other students, surrounding persons, personal property, or district property. The crisis team may attempt to address the student's behavior. If the student has an IEP, the crisis team may attempt to address the student's behavior by means including, but not limited to, those described in the student's IEP and/or behavior intervention plan. If the crisis team or the building principal or associate principal determines that the student's behavior continues to significantly disrupt the rights of others to an education, or the ability of school personnel to perform their duties, or continues to endanger or threatens to endanger the student, other students, surrounding persons, personal property, or district property, the crisis team or the building principal, associate principal, or administrative designee may remove the student from school grounds, and may request assistance from any district employee.

If the student's behavior cannot be safely managed, school personnel may immediately request assistance from the police liaison officer or a peace officer.

B. Removal By Police Liaison Officer or Peace Officer

The school building's crisis team, building principal, associate principal, or designee may request that a police liaison officer or a peace officer remove a student, including a student with an IEP, from school grounds if the student engages in criminal activity or any behavior that endangers or threatens to endanger the student, other students, surrounding persons, personal property, or district property.

School district personnel may report a crime committed by any student, including a student with an IEP, to appropriate authorities. The district must provide a copy of a special education student's special education and disciplinary records to law enforcement if the school district reports a crime committed by a student with an IEP and (1) the parent has provided written consent for such records to be disclosed to law enforcement or (2) the disclosure is explicitly authorized under the Family Education Rights and Privacy Act (FERPA) and the Minnesota Government Data Practices Act.

The fact that a student has an IEP and is covered by special education law does not prevent a peace officer or police liaison officer from exercising their responsibilities with regard to the application of federal and state law to crimes committed by a student with an IEP.

C. Reasonable Force Permitted

In removing a student from school grounds, including a student with an IEP, a school administrator, crisis team member, teacher, or other member of the instructional, support, or supervisory staff of the school may use reasonable force upon the student or toward the student when it is necessary under the circumstances to restrain the student from self-injury or to prevent injury to another person or property.

In removing a student from school grounds, school district personnel may not:

1. Hit or spank the student with or without an object;
2. Use unreasonable force that causes bodily harm or substantial emotional harm;
3. Require the student to assume and maintain a specified physical position, activity, or posture that induces physical pain;
4. Restrict, totally or partially, the student's senses as punishment;

5. Present an intense sound, light, or other sensory stimuli using smell, taste, substance, or spray as punishment;
6. Deny or restrict the student's access to equipment and devices such as walkers, wheelchairs, hearing aids and communication boards that facilitate the student's functioning, except temporarily when necessary to prevent injury to the student or others or serious damage to the equipment or device, in which case the equipment or device must be returned to the student as soon as possible;
7. Interact with the student in a manner that constitutes sexual abuse, neglect, or physical abuse under Minnesota Statutes section 626.556;
8. Withhold regularly scheduled meals or water;
9. Deny the student access to bathroom facilities; or
10. Use a physical hold that restricts or impairs the student's ability to breathe.

D. Parental Notification

The building administrator or designee shall make a reasonable effort to notify the student's parent or guardian of the student's removal from school grounds as soon as possible following the removal.

E. Continued Removals; Review of IEP

If a student with an IEP is repeatedly removed from school, the IEP team must meet to review and determine the appropriateness of the IEP in light of the removals.

F. Effect of Policy in an Emergency; Use of ~~Conditional~~ Restrictive Procedures

A student with an IEP may be removed in accordance with this policy regardless of whether the student's conduct would create an emergency. If, during the course of removing a student with an IEP, immediate intervention is needed to protect the student or another individual from physical injury or to prevent serious property damage, a licensed special education teacher, school social worker, school psychologist, properly certified behavior analyst, person with a master's degree in behavior analysis, other licensed education professional, paraprofessional, or mental health professional may use restrictive procedures (such as physical holding) provided that the person using the restrictive procedure has completed the training required by law and provided that the restrictive procedures are used, recorded, and reviewed in compliance with the district's restrictive procedures plan and the requirements of federal and state law. The law governing restrictive

procedures does not apply to actions taken by a peace officer or a police liaison officer.

Legal References: Minn. Stat. § 13.01, *et seq.* (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. §§ 125A.094, 125A.0941 & 125A.0942 (restrictive procedures)
Minn. Stat. § 609.06 (Authorized Use of Force)
Minn. Stat. § 609.379 (Permitted Actions)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy (FERPA))
20 U.S.C. § 1415(k)(6) (Individuals with Disabilities Education Improvement Act of 2004 (IDEA))
34 C.F.R. § 300.535 (IDEA Regulation Regarding Involvement of Law Enforcement)

Cross References: WBLASB Policy 506 (Student Discipline)
WBLASB Policy 507 (Corporal Punishment)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 806 (Crisis Management Policy)

AGENDA ITEM: School Board Policy 619, Staff Development for Standards

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): David Law, Assistant Superintendent

Background:

School Board Policy 619, Staff Development for Standards, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 9 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: May 26, 1998
Revised: June 11, 2001
Revised: May 9, 2005
Revised: January 11, 2010

*White Bear Lake
School District #624 Policy 619*

619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

The purpose of this policy is to establish opportunities for staff development which advance the staff's ability to work effectively with the Minnesota Academic Standards and with students as they progress to achievement of those Minnesota Academic Standards and meet the requirements of the No Child Left Behind Act.

II. GENERAL STATEMENT OF POLICY

The school district is committed to developing staff policies and processes for continuous improvement of curriculum, instruction and assessment to ensure effective implementation of the Minnesota Academic Standards and the No Child Left Behind Act at all levels.

III. STANDARDS FOR STAFF DEVELOPMENT

- A. ~~The Advisory Committee for Comprehensive Continuous Improvement of Student Achievement (the "Committee") shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Minnesota Academic Standards and the No Child Left Behind Act at all levels. The school board will be advised on the planning of staff development opportunities.~~
The district Staff Development Committee, using input from building principals and the Teaching and Learning team, shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Minnesota Academic Standards and the No Child Left Behind Act at all levels. The school board will be advised on the planning of staff development opportunities.
- B. The school district shall place a high priority on staff development including activities, programs, and other efforts to implement the Minnesota Academic Standards effectively and to upgrade that implementation continuously.
- C. Staff development plans for the school district shall address identified needs for Minnesota Academic Standards implementation throughout all levels of the school district programs.
- D. In service, staff meeting, and district and building level staff development plans and programs shall focus on improving implementation of the Minnesota Academic Standards at all levels for all students, including those with special needs.

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

- A. Paraprofessionals. The school district will provide each paraprofessional who assists a licensed teacher in providing student instruction with initial training. Such training will include training in emergency procedures, confidentiality, vulnerability, reporting obligations, discipline, policies, roles and responsibilities, and building orientation. Training will be provided within the first 60 days a paraprofessional begins supervising or working with students.
- B. Teacher/Administrators
 1. The school district will provide high quality and ongoing professional development activities as required by state and federal laws.
 2. The school district will assign an administrator to serve as a highly objective uniform state standard or evaluation ("HOUSSE") reviewer. The administrator shall meet with teachers and, where appropriate, certify the teacher's application for highly qualified status.

Legal References:

Minn. Stat § 120B.02 (Results – Oriented Graduation Rule)
Minn. Stat § 120B.11 (School District Process)
Minn. Stat §120B.363 (Credential for Education Paraprofessionals)
Minn. Stat § 122A.16 (Qualified Teacher Defined)
Minn. Stat § 122A.60 (Staff Development Program)
Minn. Rule Parts 3501.0010 - 3501.0180 (~~Rules Relating to Graduation Standards - Mathematics and Reading~~)
Minn. Rule Parts 3501.0200 - 3501.0290 (~~Rules Relating to Graduation Standards - Written Composition~~)
~~Minn. Rules Parts 3501.0505 – 3501.0745 (K-12 Standards)~~
Minn. Rules Parts 3501.0505 – 3501.0550 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700 – 3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800 – 3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900 – 3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000 – 3501.1190 (Graduation –Required Assessment for Diploma)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 616 (School District System Accountability)

AGENDA ITEM: School Board Policy 903, Visitors to School District
Buildings and Sites

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Kathleen Daniels, Director of Special Services
Chris Picha, Director of Human Resources

Background:

School Board Policy 903, Visitors, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 9 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: April 28, 1997
Revised: December 10, 2001
Revised: August 25, 2003
Revised:

*White Bear Lake Area
School District #624 Policy 903*

903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment. All visitors are required to comply with District policy regarding ID badges.

III. RESPONSIBILITY

- A. It shall be the primary responsibility of the school district administration to recommend procedures to the school board and enforce such procedures that pertain to school visitors. These procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and to the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. It shall be the responsibility of the superintendent to provide coordination that may be needed throughout the process and provide for periodic school board review and approval of the procedures.
- C. ~~A visitor's privilege may be revoked if the visit is not in the best interest of students, employees, or the school district.~~

IV. DEFINITIONS

- A.B. "Visitor" is defined as any person entering a school, as defined in IV-BA, for business other than district employees, students, and district officials.

- B.A. "School" is defined as those buildings or sites where students are present for a school activity.

V. VISITOR LIMITATIONS

- A. An individual or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employee, or the school district.
- B. Employees and visitors are authorized to park vehicles on school property at times and in locations specified in the approved parking procedures and requirements or as otherwise specifically authorized by school officials. The district may not be held liable for damage to personal vehicles parked on school grounds. When unauthorized vehicles are parked on school property, school officials may:
1. Move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. If unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to a commercial garage or impound lot within the District.
- BC. An individual or group who enters school property without complying with the procedures and requirements may be in violation of Minnesota Criminal Statutes thus subject to criminal consequences. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. 123B.02 (General Powers of Independent School Districts)
Minn. Stat. 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. 609.605, Subd. 4 (Trespasses on School Property)
Minn. Stat. 609.748, 749 (Harassment; Restraining Orders and Criminal Prosecution)

Cross References: WBLASB Policy 430 (Employee/Visitor ID Badge)

INDEPENDENT DISTRICT 624 VISITOR PROCEDURES

School is one of the safest places for students. This is because they are surrounded by caring and capable adults, as well as being involved in comforting, established routines. A safe school environment is essential for learning and is one of the highest priorities for White Bear Lake Area Schools. For the security of our students and staff and the safety of our visitors, a uniform District Visitor Policy, 903, has been implemented.

Visitors to District #624 will be asked to produce proof of identification. Visitors will follow the same procedures when entering any district building.

Visitors will be signed in by a staff member and will be issued visitor identification, which must be visible at all times. During events that are open to the public, exceptions and modifications to these procedures may be posted.

When leaving, visitors must return their badge. The time of departure will be recorded. This is a very important step, because in the event of an emergency evacuation, such as a fire drill, we will be using the visitor log to make sure that all visitors are accounted for and have exited safely.

Parents/guardians are welcome to observe their children in the classroom setting. One of the best ways to understand a child's classroom program is through direct observation. Parents/guardians should make an appointment for an appropriate time to visit. Classes may be involved in an assembly, special event or testing if a parent/guardian arrives without notice.

Members of the media who visit the schools must produce identification upon entering the building as a visitor and must provide media credentials when covering school-related activities, including but not limited to classroom visits, assemblies, sporting events and extracurricular event coverage. Media credentials must be visible at all times when covering school-related stories.

While some of these measures may create anxiety, inconvenience or delays, they are necessary steps to provide the safest and most secure learning environment possible.

We hope that by following these basic procedures, our schools will be safer for our guests, our staff, and especially for our students.

Thank you for being our partners in this important effort.

E. OPERATIONAL ITEMS

AGENDA ITEM: **International Baccalaureate Middle Years Program at
Sunrise Park Middle School and Central Middle School**

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent
Noel Schmidt, Principal, Central Middle School
Bob McDowell, Principal, Sunrise Park Middle School**

Background:

Both Central and Sunrise Park Middle Schools have been studying the International Baccalaureate Program since 2004. Over the years, middle school teachers and administrators have attended training sessions on the Middle Years Program of the International Baccalaureate and visited metropolitan area IB schools. In addition, both schools have been visited by guest speakers from Minnesota schools already authorized in the International Baccalaureate Program.

In 2008, when the middle schools were restructured, the International Baccalaureate Program framework was considered when designing the schedule.

Parent organizations in both middle schools have spoken positively about the possibility of the middle schools becoming IB schools. In 2011, two separate White Bear Lake Strategic Planning Teams recommended that IB be expanded to the middle schools in White Bear Lake. This recommendation was adopted by the Strategic Planning Team. At this time, both Central and Sunrise Park Middle Schools are prepared to submit the Applications for Candidacy and are asking for School Board approval.

In preparation for this recommendation, during February the principals, assistant superintendent, and superintendent developed the attached list of “Questions and Answers” about IB. This document has been shared internally through Bear Essentials and to the parent community via the Community E-Newsletter.

In addition, during February both the superintendent and assistant superintendent held “listening sessions” with staff at Sunrise and Central Middle Schools.

A detailed presentation was made at the School Board Work Study session on February 27, 2012. This action authorizes the administration to apply for first year status for both middle schools. Costs associated with this action are shown on the attached materials (see questions and answers). These costs will be covered by internal reallocation of district resources, and will not increase the budget.

Recommendation: That the School Board approve the International Baccalaureate Application for Candidacy for Central and Sunrise Park Middle Schools.

Questions and answers about the Middle Years Program (MYP) and the International Baccalaureate (IB)

Draft of 2/14/12 (Schmidt, McDowell, Law)

1. When did the White Bear Lake Area Schools first start looking into the International Baccalaureate Program?

In 2004, groups of teachers began attending IB trainings. From these initial meetings, Matoska International (originally Parkview & Centerpoint Elementaries) began looking at IB. This cumulated with Matoska International receiving the IB Authorization in 2010. During the same time period that Parkview and Centerpoint Elementary were exploring the IB program, middle school staff also attended IB trainings.

Teachers and principals have also visited Middle School IB schools in the State of Minnesota and many discussions have taken place. In 2011 the WBL Strategic Planning Team recommended expansion of the IB in White Bear Lake to include the middle schools. This larger recommendation was based on multiple sub-committee recommendations as a way to increase academic rigor and achievement for our students. (Strategy 1) and plan for global experience and relationships to understand world connections (Strategy 2).

2. Is the International Baccalaureate Program in the Strategic Plan for the White Bear Lake Area School District?

Yes. It is found in two of the six major priorities for the school district. Specifically, after a critical review of available programs related to academic rigor and achievement, both sub-committee one and two recommended IB expansion beginning with the 2012 -13 school year.

3. What is the purpose of IB and how does it measure up to WBLAS mission?

The purpose of the MYP IB program is to provide a framework of academic challenge that encourages students to embrace and understand the connections between traditional subjects and the real world, and become critical and reflective thinkers. This fits well with the mission of the White Bear Lake Area School District:

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.

4. Is IB in the Middle Years Program (MYP) only for talented and gifted students?

No. The MYP, unlike the Diploma Program, is specifically designed for all students. The MYP of IB strongly emphasizes the “whole child,” and builds off the Primary Years Program (PYP).

5. What are the major areas of study in the MYP?

There are eight major areas of study: Language A (the native language), Humanities, Technology, Mathematics, Arts, Sciences, Physical Education, and Language B (a language other than the native language). (Language B must be taken concurrently throughout the year with other seven major areas of study).

6. **What are the Areas of Interaction in the MYP?**
Health and Social Education, Human Ingenuity, Community and Service, Environments, and Approaches to Learning. MYP requires that each major area of study include these areas of interaction while constructing individual and interdisciplinary units.
7. **Will there still be special education under IB?**
Yes. State and Federal laws still apply to student programming.
8. **What is the day of a student in an IB school like compared to the day of a student who is not in an IB school?**
The biggest difference occurs within the classroom—how the lessons are prepared and taught and how students take assessments. IB students experience more interdisciplinary teaching, more focus on the areas of interaction, and more assessments connected to rubrics and formative assessments. In IB schools, students experience more projects, scenarios, and real-world applications across subject areas because of the “whole child” nature of IB.
9. **How does IB extend learning beyond the classroom?**
MYP requires, over the three years, students to engage in community service, while developing the skills to make effective contributions to society, instilling a sense of responsibility, and raising awareness of what happens in a local and global community.
10. **How compatible is the IB grading system to college entrance requirements?**
At the high school level, the IB grading system is very compatible with college entrance requirements. Colleges and universities express no difficulties in determining whether or not an IB student is able to enter their system. At the middle school level, the IB grading system helps support our 6-12 college readiness initiative.
11. **How does IB work with MCA benchmarks and standards?**
Teachers would still follow the Minnesota State Standards and MCA benchmarks while using the IB framework. In White Bear Lake, teachers would also continue to develop common summative and formative assessments, and students would continue taking the MCA tests.
12. **What contact have White Bear Lake middle school teachers had with the International Baccalaureate Program?**
Teachers have met with teachers from four other MYP schools in the Twin Cities area. Sixteen staff members and four administrators have had specific training on the MYP.
13. **What kind of parent input have we had?**
During the strategic planning process last year, parents, community members, and staff members—on two different strategic planning teams—after extensively looking at all of the available research on increasing academic rigor for all students, were very supportive of the International Baccalaureate Program and recommended the school district move forward with IB. In addition, we have collectively had several open meetings with middle school parents, and IB has been a topic at PTO meetings. In 2012, when we discussed the topic of IB with the middle school PTOs at both Central and Sunrise Park, the parents were very supportive and excited about the possibility of the International Baccalaureate Program coming to White Bear Lake.
14. **What happens to students who are struggling with their reading and math skills?**
We will continue to offer a tiered intervention format for students struggling with reading and math skills. This means that our Bridges program, our AVID program and our Special Education Program will continue to serve students.

- 15. How does a day of an IB teacher compare to the day of a middle school teacher now?**
Structurally about the same. Some teachers, including world language teachers, and some allied art teachers, will need to switch from teaching pure quarter and semester classes to an every-other-day schedule. The length of class periods, however, will remain the same. Home base will remain the same. Prep time will remain the same. The biggest difference will be in planning lessons, how lessons are delivered within the classroom, and how some assessments are delivered.
- 16. What does the day of a student in an IB school look like compared to the day of a student who is not in an IB school?**
Structurally about the same. Some classes would convert from pure semester and quarter classes to every-other-day classes. The length of class periods, however, will remain the same. Home base remains the same. Passing time and lunchtime remain the same. Students do not have a longer school day or more homework. The biggest difference is what the student will experience within the classroom, how the lessons are prepared and taught to them, and how they take assessments. They will experience more interdisciplinary teaching, more focus on the areas of interaction, and more assessments connected to rubrics and formative assessments. They will also experience more variety in their subjects because of the “whole child” nature of IB.
- 17. What is the anticipated timeline once Application for Candidacy is submitted?**
The first application is due by April 1, 2012. Once the first application is submitted, planning would begin in earnest and the IB organization becomes a key partner in working with the middle schools in White Bear Lake. The end goal is for both middle schools in White Bear Lake to be authorized MYP schools before the beginning of the 2014-2015 school year.
- 18. How does IB fit with other initiatives, such as summative and formative assessments, AIW, Project Lead the Way, AVID, and RTI?**
The IB format provides a framework for the consistent use of criterion-based assessments, which is directly aligned to the work we have started in the areas of common formative and summative assessment. As teachers engage in the common IB planning format, they will be set up to engage successfully in the components of AIW. The interdisciplinary requirements will also support our Project Lead the Way units. AVID is currently and successfully integrated with the IB program in surrounding Minnesota MYP schools. IB will not interfere with the multi-tiered interventions currently in place as part of our Response to Intervention Framework.
- 19. How much does IB cost?**
The April 1 application fee is \$4,000 for each middle school. The annual candidate fee, which is payable September 1 of each year, is \$9,500 for each middle school. Additionally, each middle school must have a .5 school coordinator. It is expected that a reallocation of current District resources would pay for these costs and any on-going teacher training and staff development. Additionally, we expect (but we are not budgeting for) an increase in students attending the White Bear Lake middle schools because of the IB program, similar to the experience of other MYP schools.
- 20. What is the long-term sustainability of IB at the Middle Schools?**
The District is committed to continuous improvement of all programs, in ways that are sustainable. The MYP at the middle schools is sustainable. The program should have a long and successful life in White Bear Lake. Many potential roadblocks have already been removed. (For example, we already offer world languages in all grade levels.) We have parent support, District Center support, financial support for the MYP Coordinator, and would be the first competing IB programs in the area. Every school we have spoken to has gained students. It must be stressed that no adjacent public school district has the MYP. Currently there are 12 authorized MYP schools in Minnesota: Brooklyn Center JHS, Cyber Village Academy, Crosswinds, Fridley MS, Anwatin MS, Northeast MS, North View JHS, Robbinsdale MS, So.

St. Paul MS, St. Anthony MS, Highland JHS, Ramsey JHS. Ten other middle schools are currently in the process of authorization.

21. What does research say about IB?

Among recent research findings are the following:

A 2010 study conducted by the Australian Council for Educational Research found that IB PYP and MYP students outperformed their non-IB peers on the International Schools Assessment across all four domains in a majority of grade levels.

A 2010 study from the State of Texas Education Research Center at Texas A & M University found positive outcomes of the IB programmes, which included increased teacher collaboration, an increase in the use of authentic assessments, increases in student motivation for learning, the development of critical thinking skills in students, and resulting increases in global and cultural awareness.

A 2011 study conducted by Julie Wade compared five MYP schools against five non-MYP schools within the same district. The data and evidence suggested that MYP students' performance in math and science was higher than that of non-MYP students. In addition, positive environment ratings were higher for MYP schools than non-MYP schools.

22. Where can I get more information?

Go to www.ibo.org and then go to "What we offer" at the top of the page. Scroll down to "Middle Years Programme" (Ages 11-16). You can also call or email either Dr. Noel Schmidt, principal at Central Middle School, or Dr. Bob McDowell principal at Sunrise Park Middle School.

AGENDA ITEM: **Award of Bids – North Campus Roof
Replacement Project**

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

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Administration is seeking approval for replacement of a portion of the North Campus roof. Bids were received on February 20th with six companies participating. The spread of bids was greater than we have recently seen. However the successful bidder was merely \$280 lower than the second bidder.

Administration recommends the contract be awarded to McPhillips Bros. Roofing, the lowest responsible bidder, in the amount of \$241,000.

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Recommendation:

It is recommended that the Board approve the bid recommendation as submitted.

PHIL FISHER
Manager of Building Operations

4855 Bloom Avenue
White Bear Lake, MN 55110-2731
(651) 407-7534 • Fax (651) 407-7539
pefish@wbl.whitebear.k12.mn.us

To: Peter Willcoxon Sr.
From: Phil Fisher 
Subject: North Campus Roof Replacement Project
Date: February 28, 2012

Attached are the bid results and recommendations for the North Campus Roof Replacement Project.

This project is a board approved Alternative Facilities project.

The base bid is within budget. Alternate 1, will not be accepted.

Attachments

February 21, 2012

Mr. Phil Fisher
White Bear Lake Area Public Schools #624
4855 Bloom Street
White Bear Lake, MN 55110



2400 Prior Avenue North
St. Paul, MN 55113
(651) 639-0644
(651) 639-1828 (fax)
800-494-4085

**SUBJECT: WHITE BEAR LAKE AREA PUBLIC SCHOOLS
HIGH SCHOOL – NORTH CAMPUS
ROOF AREAS E-2, E-3 AND C
PROJECT #11-8780-02**

Dear Sir:

On the attached tabulation of bids received for the re-roofing of White Bear Lake Area High School North Campus, McPhillips Bros. Roofing is the apparent low bidder with a base bid amount of \$241,000.00.

On February 21, 2012, Roof Spec, Inc. reviewed the bid with Mr. Pat Peterson of McPhillips Bros. Roofing. McPhillips Bros. Roofing will enter into contract with White Bear Lake Area Public Schools in the amount of \$241,000.00.

If you should have any questions or require further information, please contact our office.

Respectfully,
Roof Spec, Inc.

A handwritten signature in black ink, appearing to read 'Andrea Noonan', written over a horizontal line.

Andrea Noonan
Project Manager

AN/an

Enclosure



2400 Prior Avenue North
St. Paul, MN 55113
(651) 639-0644
(651) 639-1828 (fax)
800-494-4085
www.roofspec.com

BID OPENING

White Bear Lake Schools
North Campus – Roof Areas E-2, E-3 and C

RSI Project #11-8780-02

Contractor						
	Berwald	Dalco Roofing	Peterson Bros.	B & B Sheet Metal	Palmer West	McPhillips Bros.
Base Bid	\$306,100.00	\$241,280.00	\$276,900.00	\$314,925.00	\$273,800.00	\$241,000.00
Addition #1	\$88,788.00	\$80,080.00	\$89,800.00	\$112,775.00	\$83,200.00	\$79,000.00
Addendums 1 & 2?	Yes	Yes	Yes	Addendum 1 only	Yes	Yes
Replace Concrete Deck	\$35.00/sq.ft.	\$100.00/sq.ft.	\$50.00/sq.ft.	\$20.00/sq.ft.	\$25.00/sq.ft.	\$8.00/sq.ft.
Deduct Omit Vapor Barrier from Base Bid	\$4,500.00	\$10,586.00	\$22,200.00	\$21,000.00	\$10,000.00	\$10,000.00
Deduct Omit Vapor Barrier from Addition #1	\$15,200.00	\$4,100.00	\$6,800.00	\$8,000.00	\$3,600.00	\$4,000.00
Deduct to reuse existing drain bowl	N/A	N/A	N/A	\$500.00 each	N/A	\$100.00
Attended Guided Tour?	Yes	Yes	Yes	Yes	Yes	Yes
Bid Bond?	Yes	Yes	Yes	Yes	Yes	Yes
Completion Calendar Days	45	40	180	60		120

AGENDA ITEM: Award of Bids – Central Boiler Replacement

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

Per the attached analysis and recommendation made by Hallberg Engineering and concurred with by Mr. Fisher, administration recommends that all bids for this project be rejected.

The project will be addressed again this fall with other possible options to be explored.

Recommendation:

It is recommended that the Board reject all bids.

PHIL FISHER

Manager of Building Operations

4855 Bloom Avenue

White Bear Lake, MN 55110-2731

(651) 407-7534 • Fax (651) 407-7539

pefish@wbl.whitebear.k12.mn.us

To: Peter Willcoxon Sr.
From: Phil Fisher 
Subject: Central Middle School Boiler Replacement
Date: March 8, 2012

Attached are the bid results and recommendations for the Central Middle School Boiler Replacement Project.

This project is a board approved Alternative Facilities project.

The apparent low bidder was Cool Air Mechanical with a base bid of \$441,700.00. This amount exceeded our budget by 18 %.

It is the recommendation of our consulting engineer, Hallberg Engineering Inc. and staff that we reject all bids and rebid the project next fall.

Attachments



March 7, 2012

Mr. Phil Fisher
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

Re: 2012 White Bear Lake Area Public Schools
Central Middle School Boiler Replacement
Project No. R11-1062.000

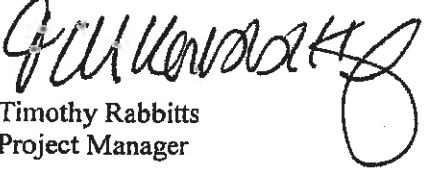
Dear Phil,

As you are aware, on Wednesday, March 07, 2012 bids were opened for the above referenced project. Enclosed is a copy of the bid tab. Cool Air Mechanical had the lowest bid of \$441,700. This price was over the budget for the project. Accordingly, all bids were over the price of the budget for the project.

We, as your Engineers, recommend that you reject all bids and we rebid this project.

Sincerely,

HALLBERG ENGINEERING, INC.


Timothy Rabbitts
Project Manager

Enclosures: (1) Bid Tab
Cc: Steve Kuehn, Hallberg Engineering

Mechanical/Electrical Consulting Engineers



HALLBERG
ENGINEERING

BID TABULATION

2012 WBL Central Middle School
Boiler Replacement
Project No. R11-1062.000

Date: March 7, 2012
Time: 1:00 p.m.

COMPANY	Base Bid	Add #1 Received (Y/N)	Bid Bond (Y/N)	Alternate Bid #1 AHU	Alternate Bid #2 Store Rm	Alternate bid #3 Burnham	Alternate Bid #4 Hurst
Boiler Services, Inc.	No Bid						
Prestige Builders of MN	No Bid						
Cool Air Mechanical	\$441,700	Y	Y	\$36,400	\$38,000	\$38,000	\$38,000
Northern Air	\$474,926	Y	Y	\$70,703	\$66,431	\$54,000	\$44,000
US Mechanical	\$549,000	Y	Y	\$62,300	\$58,000	\$64,500	\$45,000

Mechanical/Electrical Consulting Engineers

1750 Commerce Court • White Bear Lake, MN 55110 • Phone (651) 748-1100 • Fax (651) 748-9370

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AGENDA ITEM: **Award of Bids –Hugo AC Implementation**

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

.....

Six bids were received for the current phase of implementation of air conditioning at Hugo Elementary School. Administration is pleased with the number of bids that were received as well as the competitiveness. The difference between the two lowest bidders was under \$8,000.

Administration concurs with the recommendation submitted by Hallberg Engineering and asks that the Board approve the award to General Sheet Metal Company in the amount of \$318,855.

.....

Recommendation:

It is recommended that the Board approve the bid recommendations as submitted by Hallberg Engineering.

PHIL FISHER

Manager of Building Operations

4855 Bloom Avenue

White Bear Lake, MN 55110-2731

(651) 407-7534 • Fax (651) 407-7539

pefish@wbl.whitebear.k12.mn.us

To: Peter Willcoxon Sr.
From: Phil Fisher 
Subject: Hugo Elementary Air Conditioning Upgrade
Date: March 8, 2012

Attached are the bid results and recommendations for the Hugo Elementary Air Conditioning Upgrade project.

The apparent low bidder was, General Sheet Metal Company, with a base bid of \$318,855.00. This bid was well within our estimated budget for this project

It is the recommendation of our consulting engineer, Hallberg Engineering Inc. and staff that we accept this bid.

Attachments



March 7, 2012

Mr. Phil Fisher
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

Re: 2012 White Bear Lake Area Public Schools
Hugo Elementary School Air Conditioning Upgrade
Project No. R11-1069.001

Dear Phil,

As you are aware, on Wednesday, March 07, 2012 bids were opened for the above referenced project. Enclosed is a copy of the bid tab. General Sheet Metal Company had the lowest bid of \$318,855. It is our understanding that you wish to accept the low bid.

We have contacted General Sheet Metal and they have confirmed that they are comfortable with their bid and are ready to commence work.

We, as your Engineers, recommend that you award a contract to General Sheet Metal in the amount of \$318,855 at your next School Board Meeting.

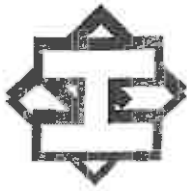
Sincerely,

HALLBERG ENGINEERING, INC.

Timothy Rabbitts
Project Manager

Enclosures: (1) Bid Tab
Cc: Keith Weinzierl, Hallberg Engineering

Mechanical/Electrical Consulting Engineers



HALLBERG
ENGINEERING

BID TABULATION

2012 WBL Hugo Elementary
Air Conditioning Upgrades
Project No. R11-1069.001

Date: March 7, 2012
Time: 2:00 p.m.

COMPANY	Base Bid	Add #1 Received (Y/N)	Bid Bond (Y/N)
General Sheet Metal	\$318,855	Y	Y
Cool Air Mech	\$326,800	N	Y
Climate Makers	\$345,000	Y	Y
US Mech	\$354,000	N	Y
A & L Construction	\$356,800	Y	Y
NAC Mech	\$389,380	Y	Y

AGENDA ITEM: Fund Transfer to Community Service Fund

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Operational Item

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

.....
Background:

Because of legislative action several years ago and the related impact on “old referenda”, it is necessary each year to provide a transfer of funds from our General Fund to the Community Service Fund. For 2011-2012 that transfer should be \$388,000.

In 1984 voters of the School District passed a referendum that allowed the School District to levy up to one mill for the Community Services and Recreation Department. However, when the results were sent to the State to be certified the State said that the funds could not go directly to the Community Services Department. The wording on the ballot was changed to have the levy go into the General Fund. The vote was taken and the community again passed the referendum.

This levy is what we have come to call the “Rec.” or “Community Services” levy. It is similar to our current operating levies. In order for the Community Services Department to access these funds, each year the School Board must vote to transfer the funds to the Community Services Department. This levy was passed as an “ongoing” levy, however, legislation was created since that time required this levy along with all others to sunset and be periodically renewed by the community.

This transfer is required to be approved on an annual basis.

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Recommendation:

It is recommended by administration that the Board approve the fund transfer.

AGENDA ITEM: Write off of uncollectible NSF Checks

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Operational Item

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

.....

Background:

Our audit firm requires that the School Board approve the write off of uncollectible checks. Periodically we submit a list to the School Board for approval. This represents NSF checks for 2010 and 2011.

The attached list represents uncollectible checks in the amount of \$3,200.01 that have been determined to be uncollectible by our Finance Department.

The District has enlisted the aid of a collection service to assist with the attempted collection of NSF checks as well as instituting the opportunity for parents to utilize a credit card process to place money into their students food service account.

.....

Recommendation:

Administration forwards this item to the School Board for approval.

**White Bear Lake Area Schools
NSF Checks**

General Account

Bauer, Ranelle or Mark	24.00	5/22/2011	Oneka
Bay, Cheyenne	20.00	6/8/2010	Sunrise
Breuer, Catherine	16.00	4/20/2010	Sunrise
Byrnes, Mary	45.00	12/1/2010	North
Callahan, Elizabeth	20.50	5/18/2010	
Callahan, Elizabeth	50.00	6/8/2010	Community Services
Callahan, Elizabeth	20.00	5/2/2011	Central
Cermak, Christine	12.00	5/23/2011	Vadnais Heights
Chase, Patrick or Susan	360.00	6/15/2011	Community Services
Christianson, Wendie	30.00	9/9/2010	North
Degree, Robert or Betsy	20.00	8/24/2010	Central
Dollerschell, Eric	36.00	2/2/2011	South
Ehnstrom, Joe	20.00	8/16/2011	North
Eide, Heather	20.00	8/16/2011	North
Ferreira, Theresa	22.50	9/1/2011	Community Services
Florez, T.M.	20.00	8/17/2010	North
Florez, T.M.	25.00	8/24/2010	Central
French, Regina	48.02	5/6/2010	Vadnais Heights
Fricke, Andrea or Jesse	2.50	5/20/2011	Lakeaires
Giovenco, Cheri	10.00	4/27/2011	South
Griffin, Karen	26.50	11/15/2010	South
Handrahan, Lisa or Bauer, Jeffrey	12.00	1/26/2011	Otter Lake
Heinrich, Eric or Sharon	285.00	5/24/2011	South
Hempel, Sara	15.00	4/23/2010	Matoska
Hernandez, Joyce	17.00	5/15/2011	Sunrise
Hogan, Brian	21.00	11/1/2011	Central
Hook, Elizabeth	18.50	10/17/2010	North Fundraiser
Hunt, Rebecca or Joseph	21.00	10/26/2011	Central
Jepson, Alan	27.50	8/23/2011	Central
Johnson, Marianne	7.00	10/11/2010	Vadnais Heights
Jorissen, Mary	28.00	10/7/2010	Central
Kinney, Stephanie or Moises	8.00	4/30/2011	Matoska
Lindquist, Tammy	17.00	11/18/2009	Sunrise
Lofquist, Jeaneen	138.00	9/18/2010	North
Lofquist, Jeaneen	20.00	8/23/2011	ALC
Maghakian, David	17.99	4/29/2011	South
Martin, Lavarian	20.00	8/17/2010	North
Martin, Lavarian	40.00	9/16/2010	North
McKenney, Karol	20.00	5/26/2010	South
Moehrle, Sharon	25.00	12/23/2009	South
Moreno, Shannon	20.00	11/13/2009	Central
Moua, Kang	18.50	11/9/2011	Choir Fundraiser

Moua, Kang	11.50	11/11/2011	Choir Fundraiser
Nadeau, Mary or Michael	35.00	9/24/2011	South
Napihaa, Natasha or Replogle, Douglas	55.00	8/23/2011	Community Services
Nelson, Melissa	20.00	11/29/2010	Sunrise
Nelson, Melissa	6.00	11/29/2010	Sunrise
Nelson, Melissa	7.50	11/30/2010	Matoska
Nelson, Melissa	18.00	12/1/2010	Sunrise
Nelson, Melissa	35.00	1/31/2011	Sunrise
Nelson, Melissa	12.00	4/11/2011	Matoska
Nelson, Melissa	17.00	4/28/2011	Sunrise
Nelson, Melissa	45.00	6/15/2011	Community Services
Nelson, Melissa	25.00	8/31/2011	Sunrise
Nelson, Melissa	110.00	9/1/2011	Community Services
Neviarovich, Maryna	35.00	6/3/2011	Sunrise
New Look General Contracting	50.00	5/8/2010	Community Services
Perez, Denise	30.00	6/4/2010	Central
Peterson, Julie	18.00	5/24/2011	Central
Rice, Robin or Coyle, Timothy	35.00	6/7/2011	Sunrise
Richter, Kari	55.00	7/12/2011	Community Services
Roberts, Wendy	45.00	6/1/2011	Community Services
Shepherd, Penny	25.00	9/29/2010	Community Services
Straus, Shelly	10.00	2/4/2010	Sunrise
Straus, Shelly	20.00	8/17/2010	North
Straus, Shelly	20.00	8/25/2010	Sunrise
Straus, Shelly	40.00	3/29/2011	North
Sweet, Diane	8.50	3/2/2011	South
Todd Doten Delivery	200.00	9/20/2010	Community Services
Unknown	35.00	11/10/2010	
Unreadable	22.00	5/27/2010	Sunrise
Unreadable	17.00	5/7/2011	South Fundraiser
Vang, Mai or Thao, Cher	30.00	5/20/2011	Otter Lake
Waller, Patricia or Lawson, Maryclara	140.00	5/15/2011	North
Wooten, Kate	17.00	12/2/2009	Sunrise
Xiong, Choua	25.00	3/15/2011	Sunrise
Xiong, Dylan	60.00	5/5/2011	South
Yangvaj, Kelly	29.00	5/25/2011	Sunrise
Yangvaj, Kelly	13.00	6/2/2011	Vadnais Heights

Total 3,021.01

Nutritional Services

Busse, Deborah	30.00	2/28/2011
Bynum, Ryan	25.00	4/12/2011
Dirkx, Benji	10.00	9/25/2010

Kelsey, Cynthia Cleaning	30.00	9/18/2011
Leggett, Lukas	24.00	4/20/2011
Petersen, Cassandra	10.00	5/12/2010
Rumpel, Sarah	10.00	6/1/2011
Stamnes, Amy	20.00	4/9/2010
Thao, Kayla	20.00	10/5/2011

Total	<u>179.00</u>
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AGENDA ITEM: Tentative Agreement – 2011-2013 Contract
Confidential Employees

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Action

CONTACT PERSON(S): Christina Picha, Director of Human Resources
Peter Willcoxon, Exec. Dir. of Business Svcs.

BACKGROUND:

The District's Confidential Employees is a unit recognized by the Bureau of Mediation. This unit has five employees: Executive Assistant to the Superintendent, Administrative Assistant to Assistant Superintendent, Human Resources Specialist, Employee Benefit Specialist and Human Resources Representative. The unit ratified the agreement on February 22, 2012.

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

Christina Picha and Peter Willcoxon will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2011-13 Master Agreement with the District's Confidential Employees.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 2011-2013 contract;

WHEREAS, the unit has ratified the contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2011-2013 agreement and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: School Board Policy 614, School District Testing Plan and Procedure

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): David Law, Assistant Superintendent

Background:

School Board Policy 614, School District Testing Plan and Procedure, has been reviewed by the School Board Policy Committee and had a first reading in February. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To approve School Board Policy 614, School District Testing Plan and Procedure, as recommended.

Adopted: September 8, 1997

Revised: June 11, 2001

Revised: May 9, 2005

Revised: April 11, 2011

*White Bear Lake Area
School Board Policy 614*

614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE

I. PURPOSE

The purpose of this policy is to set forth the school district's testing plan and procedure.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to implement procedures for testing, test security, reporting, documentation, notification to students and parents and student record keeping in accordance with Minnesota law.

III. DUTIES OF SCHOOL DISTRICT TEST ADMINISTRATOR

~~The school district test administrator as named in Policy 613, Graduation Requirements, shall be responsible for preparing and presenting annually to the school board for approval, and overseeing the publishing of, the basic requirements graduation standards test administration plan. The school district test administrator shall file the plan with the Minnesota Department of Education (MDE) and deliver the plan to all households in the school district by October 15 of each year. The plan shall include, at a minimum, the following:~~

- ~~_____ A. the graduation requirements;~~
- ~~_____ B. the number of opportunities a student shall have to retake tests of basic requirements during each year;~~
- ~~_____ C. the opportunities for remediation for a student who has not passed tests of basic requirements;~~
- ~~_____ D. The process for requesting an additional testing opportunity and accommodations for a senior who has met all other graduation requirements but has not passed one or more basic requirements;~~
- ~~_____ E. the process for appealing the school district's response to requests in item D; and~~
- ~~_____ F. the method to report breaches in test security procedures to the school district and MDE.~~

The school district test administrator as named in Policy 613, Graduation Requirements, shall be responsible for creating a plan that demonstrates adherence to procedures for testing, test security, reporting, documentation and notification to students and parents and student recording keeping in relation to the state tests required for graduation. The plan will be developed in accordance with Minnesota law, rule, and regulation.

IV. TEST SECURITY

A. Security Requirements.

- ~~1. When administering tests for the basic requirements, the school district shall observe the following test security measures in addition to any requirements imposed by the MDE:~~
 - ~~a. All test booklets, answer sheets, and test materials shall be placed in locked storage before and after the test administration;~~
 - ~~b. The tests, testing materials, and answer sheets are nonpublic data under Minn. Stat. § 13.34; and~~
 - ~~c. No copies of test booklets or answer sheets shall be made.~~
- 2.1. When administering a graduation-required assessment for diploma (GRAD), the school district must observe the following test security measures:
 - a. All test materials must be secured, either physically or electronically, before and after the test administration;
 - b. All testing materials are nonpublic data under Minn. Stat. § 13.34; and
 - ~~c. A student is required to present valid photo identification before being admitted to the testing site if:~~
 - ~~(1) the student is not enrolled in the testing district; or~~
 - ~~(2) the student is unknown to the test proctor.~~
- 3.2. The school district must report any known violations of test security to MDE which must accept reports of violations of test security from anyone with knowledge of such an incident.

B. Security Violations. MDE shall investigate any reported incidents of breaches in test security. The consequences of a violation of test security may include:

1. The invalidation of test scores if a violation is found to justify serious questions about the integrity of the results of the test administration; or

2. Other reasonable sanctions that are necessary to preserve the security and confidentiality of future tests and test administrations.

~~V. SCHOOL DISTRICT REPORTING TO MDE AND THE PUBLIC~~

~~A. The school district shall report the information specified below to MDE annually by October 15 in a format to be determined by MDE.~~

~~B. The school district shall prepare and disseminate annually by October 15 a public report of the information specified below through the official newspaper or through publications sent to all households in the school district.~~

~~C. The reports required above shall include:~~

~~1. The number of students enrolled at each grade level 9 through 12 according to the end of the year Minnesota Automated Reporting Student System (MARSS) report;~~

~~2. The number of students at each grade level 9 through 12 passing each basic requirement at the state standards level;~~

~~3. The number of students at each grade level 9 through 12 passing each basic requirement at an individualized level under an IEP or a Section 504 Accommodation plan;~~

~~4. The number of students at each grade level 9 through 12 passing tests in each basic requirement with tests that have been translated into a language other than English;~~

~~5. The number of students at each grade level 9 through 12 exempt from testing in each basic requirement; and~~

~~6. For grade 12 of the previous year only, the number of students currently denied a high school diploma because of not passing the state standard for a basic requirement when all other graduation requirements have been met.~~

~~VI.V. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT~~

The school district shall maintain records necessary for program audits conducted by the MDE. The records must include documentation that:

A. Required notifications to parents and students meet the requirements of Minnesota Rules, Parts 3501.0120 and 3501.1120;

B. Required student records meet the requirements of Minnesota Rules, Parts 3501.0130 and 3501.1130;

- C. The school district's process for additional testing of students meets the requirements of Minnesota Rules, Part 3501.0050.
- D. Test security procedures comply with Minnesota Rules, Parts 3501.0150 and 3501.1150;
- E. The school district's decisions and processes regarding testing accommodations, modifications, and granting exemptions are in compliance with Minnesota Rules, Parts 3501.0090, 3501.0100, and 3501.1180;
- ~~F. The school district's curriculum and instruction provides appropriate learning opportunities in the basic requirement in compliance with Minnesota Rules, Part 3501.0110 and state graduation requirements in compliance with Minn. Rules Part 3501.1110;~~
- G. Remediation plans for students are on file consistent with Minnesota Rules, Parts 3501.0110 and 3501.1110;
- ~~H. The basic requirement test administration plan complies with Minn. Rules, Part 3501.0140, subpart 2, and the GRAD administration plan complies with Minn. Rules Part 3501.1140;~~
- I. The documentation for students granted accommodations or exempted from testing complies with Minn. Rules, Parts 3501.0090 and 3501.1190;
- J. The assessments and documentation of performance for students granted modifications of statewide standards comply with Minn. Rules Part 3501.0090, subpart 2, item C, and 3501.1190; and
- K. The school district's process for testing considerations for limited English proficiency students complies with Minnesota Rules, Part 3501.0100.

VII. REQUIRED NOTIFICATION TO PARENTS AND STUDENTS

- A. Written Notice. The school district shall establish and maintain a system to provide written notice to parents and students about graduation requirements.
- B. Notice of Graduation Requirements.
 - 1. No later than thirty (30) working days after the date of the entrance into grade 9 or transfer of a student into the school district during or after grade 9, the school district shall provide to the parents and the student written notice of:
 - a. The graduation requirements; and
 - b. The grade in which the student shall have the first opportunity to take a test in a requirement.

2. The school district shall provide parents and students with annual written notice of the grade in which the student will have the first opportunity to take a GRAD. The school district shall provide written notice to parents and students of GRAD results no later than sixty (60) days after the district receives the results of a GRAD. After the date of receiving test results, students must have a minimum of six (6) weeks for remediation before the next testing opportunity.

~~C. Notice of Test Results and Remediation Opportunities. The school district shall provide no later than ninety (90) days after a student takes a test of basic requirement, written notice to the parents and the student of:~~

- ~~1. Basic requirement test results; and~~
- ~~2. Consistent with Minn. Rules, Part 3501.0050, subpart 3, if the student is in the graduating year:
 - ~~a. The process by which a parent or student can request additional testing and testing accommodations after April 1; and~~
 - ~~b. the process by which a parent or student can appeal the school district's decision if additional testing or testing accommodation is denied.~~~~

~~D.C. Notice Pertaining to Adequate Yearly Progress.~~ If the school district is proposed for identification for school improvement, for corrective action, or for restructuring by the MDE, the school district shall provide to parents of students in the school district sufficiently detailed summary data of its academic assessments or other academic indicators reviewed to determine whether the school is making adequate yearly progress to permit parents to appeal MDE's proposal.

VIII. STUDENT RECORD KEEPING

A. Test Results. The school district shall keep a record on each student that includes:

- ~~1. the basic requirement tests taken;~~
- ~~2. the results of the most recent basic requirement tests given;~~
- 3.1. The GRADs taken; and
- 4.2. The results of the most recent GRAD given.

B. Student Progress. Individual student progress shall be reported on a student record as described below.

1. ~~“Pass state level” shall be noted on the record of a student who passes a basic requirement test under standard conditions or with an accommodation. The records for students passing with an accommodation shall not be different from the records of students passing the test under standard conditions.~~
2. ~~“Pass individual level” shall be noted on the record of a student who passes a basic requirement test with a modification established in the IEP or Section 504 Accommodation plan in accordance with Minnesota Rules, part 3501.0090.~~
3. ~~“Pass translation” shall be noted on the record of a student who passes a basic requirement test that has been translated into a language other than English and has not been validated by the state as a state test with a set passing score.~~
4. ~~“Exempt” shall be noted on the record of a student who has been exempted from a basic requirement test.~~
- 5.1. “Pass” or “p” must be noted on the record of a student who passes a GRAD under standard conditions or with an accommodation.
- 6.2. “Pass” or “p” must also be noted on the record of a student who passes a GRAD with a modification established in the IEP or Section 504 accommodation plan in accordance with Minn. Rules Part 3501.1190. This notation is also used as a GRAD notation for any other modified or alternate assessment used for accountability purposes for students with disabilities. The records for students passing with an accommodation or a modification or who pass an alternate assessment must not differ from the records of students passing the test under standard conditions.

Legal References:

- Minn. Stat § 13.34 (Examination Data)
- Minn. Stat § 120B.11 (School District Process)
- Minn. Stat § 123B.30 (Statewide Testing and Reporting System)
- Minn. Stat § 120B.36, Subd. 2 (Adequate Yearly Progress)
- Minn. Rule Parts 3501.0010 – 3501.0180 (Graduation Standards – Mathematics and Reading)
- Minn. Rule Parts 3501.0200 – 3501.0290 (Graduation Standards – Written Composition)
- Minn. Rules Parts 3501.0505-3501.0550 (Graduation Standards – Language Arts)
- Minn. Rules Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)
- Minn. Rules Parts 3501.0800-3501.0815 (Graduation Standards – Arts)
- Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)
- 20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 601 (School District Curriculum and Instruction Goals)

WBLASB Policy 613 (Graduation Requirements)

WBLASB Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plan and LEP Students)

WBLASB Policy 616 (School District System Accountability)

AGENDA ITEM: **School Board Policy 615, Testing Accommodations, Modifications and Exemptions for IEPs, Section 504 Plans, and LEP Students**

MEETING DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**
Kathleen Daniels, Director of Special Services

Background:

School Board Policy 615, Testing Accommodations, Modifications and Exemptions for IEPs, Section 504 Plans, and LEP Students, has been reviewed by the School Board Policy Committee and had a first reading in February. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To approve School Board Policy 615, Testing Accommodations, Modifications and Exemptions for IEPs, Section 504 Plans, and LEP Students, as recommended.

Adopted: September 8, 1997

Revised: August 27, 2001

Revised: January 10, 2005

Revised: April 12, 2010

Revised: November 8, 2010

*White Bear Lake Area
School Board Policy 615*

615 TESTING ACCOMMODATIONS, MODIFICATIONS, AND EXEMPTIONS FOR IEPS, SECTION 504 PLANS AND LEP STUDENTS

I. PURPOSE

The purpose of the policy is to provide adequate opportunity for students identified as having individualized education program (IEP), Rehabilitation Act of 1973, § Section 504 Plans, or limited English proficiency (LEP) needs to meet the ~~graduation requirements of basic skills testing and~~ graduation-required assessments for diploma (GRAD) tests.

II. GENERAL STATEMENT OF POLICY

A. The school district will utilize the existing annual review of IEPs or Section 504 plans to review, on a case-by-case basis, the extent of student participation in ~~basic skills testing and~~ GRAD testing. For students subject to GRAD testing, the student's IEP or Section 504 plan must identify one of the following decisions for each subject area of GRAD:

1. the student is expected to achieve the statewide standard with or without testing accommodations resulting in a "pass" or "p" notation on the record when achieving a passing score; or
2. the student is expected to achieve the statewide standard at an individually modified level of difficulty, resulting in a "pass" or "p" notation on the record when achieving the modified level. A Minnesota alternative assessment must be used when an IEP team chooses to replace the GRAD. Adoption of modifications for a student must occur concurrently with the adoption of transition goals and objectives as required by Minn. Stat. § 125A.08(a)(1). The IEP or 504 plan must define an appropriate assessment of the statewide standard at a modified level of difficulty. Achievement of the individually modified standard shall be certified only through documented student performance of the defined assessment.

Students subject to GRAD testing also must be tested under standard conditions as specified by the developer of the test except those students whose IEP or 504 accommodation plan specifies other decisions consistent with the above stated requirements.

B. ~~Students with LEP needs must be identified and accommodations made for students subject to basic skills testing.~~ Students subject to GRAD testing are required to pass the GRAD if they have been enrolled in any Minnesota school for

at least four consecutive years. An English language learner (ELL) student who first enrolls in a Minnesota school in grade 9 or above who completes the coursework and any other state and district requirements to graduate within a four-year period is not required to pass the GRAD.

III. DEFINITION OF TERMS

See the current “Procedures Manual for the Minnesota Assessments” which can be found on the Minnesota Department of Education’s (MDE’s) website at: http://www.mnstateassessments.org/resources/Manuals/2011-12_Procedures_Manual.pdf, ~~education.state.mn.us~~, then click on “Accountability Programs,” followed by “Assessment and Testing,” and “Policies, Procedures & Guidelines.”

IV. GRANTING AND DOCUMENTING ACCOMMODATIONS, MODIFICATIONS, OR EXEMPTIONS FOR ~~BASIC STANDARDS TESTING~~ GRAD TESTING

See the current “Procedures Manual for the Minnesota Assessments” which can be found on MDE’s website at: http://mnstateassessments.org/resources/Manuals/2011-12_Procedure_Manual.pdf, ~~http://education.state.mn.us~~, then click on “Accountability Programs,” followed by “Assessment and Testing,” and “Policies, Procedures & Guidelines.”

V. RECORDS

All test accommodations, modifications, or exemptions shall be reported to the ~~School District Test Administrator~~ Assessment Coordinator (DAC) or designee. The ~~School District Test Administrator~~ DAC shall be responsible for keeping a list of all such test accommodations, modifications, and exemptions for school district audit purposes. This will be done annually ~~on December 1~~ in accordance with state guidelines. Testing results will be documented and reported.

Legal References:

Minn. Stat § 120B.11 (School District Process)
Minn. Stat § 120B.30 (Statewide Testing and Reporting System)
Minn. Stat § 125A.08 (a) (1) (Individualized Education Programs)
Minn. Rule Parts 3501.0010 – 3501.0180 (Graduation Standards – Mathematics and Reading)
Minn. Rule Parts 3501.0200 – 3501.0290 (Graduation Standards – Written Composition)
Minn. Rule Parts 3501.0505-3501.0550 (Graduation Standards – Language Arts)
Minn. Rule Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)
Minn. Rule Parts 3501.0800-3501.0815 (Graduation Standards – Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Graduation Standards – Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation – Required Assessment for Diploma)

Cross References:

WBLASB Policy 104 (School District Mission Statement)
WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 614 (School District Testing Plan and Procedure)

WBLASB Policy 616 (School District System Accountability)

AGENDA ITEM: School Board Policy 616, School District System Accountability

MEETING DATE: March 12, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): David Law, Assistant Superintendent

Background:

School Board Policy 616, School District System Accountability, has been reviewed by the School Board Policy Committee and had a first reading in February. The changes recommended are consistent with those recommended by MSBA.

Recommendation:

To approve School Board Policy 616, School District System Accountability, as recommended.

Adopted: October 13, 1997
Revised: May 26, 1998
Revised: June 11, 2001
Revised: May 9, 2005
Revised: December 14, 2009
Revised: April 11, 2011

*White Bear Lake Area
School District #624 Policy 616*

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and the No Child Left Behind Act.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and the No Child Left Behind Act requires a level of accountability for the school district. The school district will establish a system to review and improve instruction, curriculum and assessment which will include input by students, parents or guardians and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A "Course credit" is equivalent to a student successfully completing an academic year of study or a student mastering the applicable subject matter as determined by the school district.
- B. "Graduation Standards" means the course credit requirements and Minnesota Academic Standards that school districts must offer, and certify that students complete, to be eligible for a high school diploma.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION; AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the Minnesota Graduation Standards and the No Child Left Behind Act. The broad goals shall be reviewed annually and approved by the school board.
2. The school district's goal setting process will include consideration of individual site goals. School district goals may be developed through the locally determined process.

B. System for Reviewing All Instruction and Curriculum

Incorporated in the continuous improvement process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards.

The professional teaching and learning cycle comprises six phases—study, select, plan, implement, analyze, and adjust. Following is a description of, and the goals, for each phase:

Phase 1: Study

Teachers work in collaborative planning teams (grade level, vertical, or departmental) to critically examine and discuss the learning expectations from the MN Academic Standards.

Phase 2: Select

Collaborative planning teams research and select instructional strategies and resources for enhancing learning as described in the standards.

Phase 3: Plan

Collaborative planning teams work together to formally plan a lesson incorporating the selected strategies, and agree on the type of student work each teacher will analyze as evidence of student learning.

Phase 4: Implement

Teachers teach the planned lesson, make note of implementation successes and challenges, and gather the agreed-upon evidence of student learning.

Phase 5: Analyze

Teachers gather again in collaborative teams to examine student work and discuss student understanding of the standards.

Phase 6: Adjust

Collaborative teams reflect on the implications of the analysis of student work. Teachers discuss alternative instructional strategies or modifications to the original instructional strategy that may be better suited to promoting student learning.

C. Implementation of Graduation Requirements

1. The Assistant Superintendent shall advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations shall be published annually to the community.

2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based on highly reliable statewide or district-wide assessments. The school board will consider models developed by the Commissioner for measuring individual student progress. The school board must coordinate with the Minnesota Department of Education (MDE) in evaluating school sites and continuous improvement plans, consistent with the best practices.

D. Advisory Committee for Comprehensive Continuous Improvement of Student Achievement.

1. The Community Curriculum Advisory Council acts in an advisory capacity to the superintendent, to convey community beliefs and opinions regarding curriculum issues.
2. The Advisory Committee shall, when possible, be comprised of two-thirds community representatives and shall reflect the diversity of the community. Included in its membership should be:
 - a. The Director of Curriculum (or similar educational leader)
 - b. Principal
 - c. School Board Member
 - d. Student Representative
 - e. One teacher from each building or instructional level
 - f. Parents from each building or instructional level
 - g. Residents without school-aged children, non-rep of local business or industry
 - h. Residents representative of local business or industry
 - i. School District Test Administrator (if different from "a." above)

E. Educational Planning and Assessment System.

The school district may elect to participate in the Educational Planning and Assessment System (EPAS) program offered by ACT, Inc., to provide a longitudinal, systematic approach to student educational and career planning, assessment, instructional support, and evaluation.

F. Reporting

An "Annual Report on Curriculum, Instruction and Student Achievement" shall

be approved by the school board by October 1 of each year. The school board shall publish a summary of the report in the local newspaper with the largest circulation in the district, by mail, or by electronic means such as the school district website. If electronic means are used, the school district must publish notice of the report in a periodical of general circulation in the school district. The school district must make copies of the report available to the public on request.

The public report shall include, but not be limited to, the following:

1. Student achievement goals for meeting the Minnesota Academic Standards;
2. Result of local assessment data and additional test data, including all data required by Minn. Rules, Part 3501.0160;
3. School district improvement plans including staff development goals;
4. Progress on previous improvement plans;
5. Amount and type of revenue attributed to each educational site as defined in Minn. Stat. § 123B.04;
6. Names of Advisory Committee members, dates their terms expire, method of selection and application dates;
7. Periodic reports on constituencies' satisfaction with schools;
8. Biennial evaluations of the school district testing programs according to the following:
 - a. written objectives of the assessment program;
 - b. names of tests and grade levels tested;
 - c. use of test results; and
 - d. student achievement results compared to previous years.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards - Mathematics and Reading)
Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards - Written Composition)
Minn. Rules Part 3501.0160 (District Reporting Requirements)
Minn. Rules Parts 3501.0505-3501.0550 (Graduation Standards – Language Arts)

Minn. Rules Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Graduation Standards – Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Graduation Standards – Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: WBLASB Policy 104 (School District Mission Statement)
WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 614 (School District Testing Plan and Procedure)
WBLASB Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plan, and LEP Students)
WBLASB Policy 617 (School District Ensurance of Preparatory and High School Standards)
WBLASB Policy 618 (Assessment of Student Achievement)
WBLASB Policy 619 (Staff Development for Standards)
WBLASB Policy 620 (Credit for Learning)

AGENDA ITEM: **2012-2013 Equity and Integration Revenue Plan**

DATE: **March 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON: **David Law, Assistant Superintendent**

BACKGROUND:

White Bear Lake has been a part of the East Metro Integration District 6067 (EMID) since 2002. Districts within this partnership receive additional funding to support integration initiatives. Each year the District must submit their Equity and Integration Revenue Plan, based on projected integration revenue to the Minnesota Department of Education. MDE provides participating Districts with guidance for the development of their integration revenue plans. Equity and Integration goal areas must be in alignment with the EMID Equity and Integration Revenue Plan. Even though the Integration funding continues to be under scrutiny at the state level, our district is required to submit a proposal this Spring.

For the past few years, White Bear Lake has received approximately \$900,000 of which \$500,000 had gone to EMID. This year, the EMID school board approved an adjustment that allowed member districts to keep a larger portion of the funding. White Bear Lake will receive approximately \$575,000 for the 2012-2013 school year. The White Bear Lake Equity and Integration Plan includes the following five areas:

- Administrative Support
- Student Partnerships with St. Paul Schools
- Cultural Competence through Staff Development
- Student Academic Programming
- Cultural Liaisons

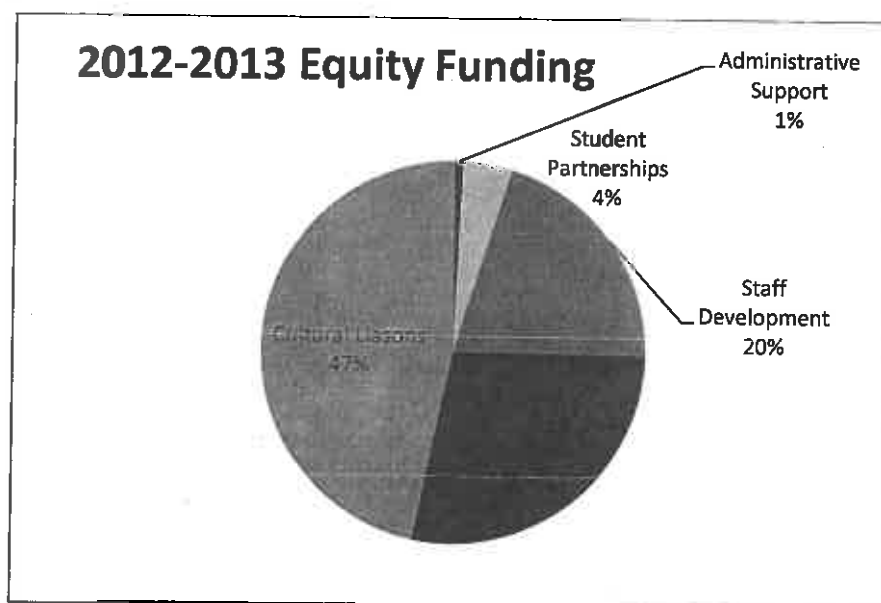
The attached document includes a visual presentation of these allocations. White Bear Lake values the opportunity to be in connect with other districts and provide enhanced programming for our students and support for our staff.

RECOMMENDATION: That that School Board approved the proposed 2012-2013 Equity and Integration Revenue Plan for submission to the State Department of Education.

White Bear Lake ISD 624

EMID Integration Budget Planning 2012-2013

White Bear Lake Area Schools will receive approximately \$575,000 for the 2012-2013 school year in the form of Integration Funding because of our membership in the East Metro Integration School District (EMID). This is an increase of almost 25% due to some changes to the funding model that were approved by the EMID school board. White Bear Lake will continue to support programming consistent with the EMID goals of student achievement, racial integration, and college readiness. Our district uses this money to provide direct support for students and staff in the following manner:



Administrative Support: \$4,000

This category includes the supplies and printing support costs associated programming and staff development.

Student Partnerships: \$23,800

This category includes activities for White Bear students to connect with students from other districts. These partnerships happen during the school day, after school, on weekends, and during the summer. Included in this area are activities like Science Saturdays, a Hip Hop competition, college visits, pre-kindergarten readiness, future teacher camps and a variety of other events.

Staff Development: \$116,796

This category includes a wide variety of equity focused staff development. Next year, we plan to continue offering the following types of opportunities: Data Analysis with an equity focus, the Intercultural Developmental Inventory, the Developmental Model for Intercultural Sensitivity, and building Equity Audits, among others. Through this process we have connected with leadership from every area of the school district as well as all teaching staff at most sites.

Student Academic Programming: \$161,130

Included in this category are the training and staffing for tutors and teachers for academic programs such as AVID Advancement Via Individual Determination. In order to truly create opportunities for under-represented students in advanced coursework and adequately prepare students for college success, we need to provide considerable staff development and additional student support.

Cultural Liaisons: \$268,073

This funding covers our Hispanic, Hmong and African American Liaisons, our Family and Community Educator, and additional support for summer activities to support families through summer school and the enrollment process.

Total Budget for 2011-2012: \$403,436

Total Budget for 2012-2013: \$573,799