

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

February 14, 2011

Independent School District No. 624

MISSION STATEMENT

**THE MISSION OF THE WHITE BEAR LAKE
AREA SCHOOL DISTRICT IS TO
PROVIDE A HIGH-QUALITY EDUCATIONAL
EXPERIENCE FOR ALL LEARNERS.**

**To accomplish our mission we believe that a high-quality educational
Experience must:**

- **be in partnership with the community;**
- **take place in a safe, supportive, and challenging environment;**
- **develop lifelong learners;**
- **allow each learner to reach full potential;**
- **encourage each learner to be a contributing member of a
global society.**

Approved by White Bear Lake Area School Board on July 7, 1994

***The White Bear Lake Area School District leading...
minds to learning,
hearts to compassion,
lives to community service.***

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

To: Members of the School Board

From: Michael J. Lovett
Superintendent of Schools

Date: February 7, 2010

A Student Recognition will be held on Monday, February 14, 2011, at 6:15 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, February 14, 2011** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open for 30 minutes (3 minutes per speaker, 10 minutes per topic, and no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of other public comments should be avoided.
3. Those wishing to address the Board should fill out a card to be turned into the Clerk.
4. Questions may be asked on any topic, excluding 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 making the complaint.

6. An attempt will be made to answer questions. In those cases where an answer is not available or is not possible to give that evening, a phone call from someone in the administration will be made as a follow-up.
7. A handout on the purpose of School Board meetings and the meeting process is available.
8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The Chair will attempt to reasonably honor requests to speak, but shall also exercise discretion to recognize time restraints and may limit the number of such presentations accordingly.

C. INFORMATION ITEMS

1. Introduction of Chinese Exchange Teacher
2. Update on Partnerships
 - a) White Bear Lake Area Schools/YMCA Aquatic Center
 - b) Vadnais Heights Sports Center
3. Superintendent's Report

D. DISCUSSION ITEMS

1. District's Analysis of June 30, 2010 Audit
2. First Reading of Policy 711, Video Recording on School Buses
3. First Reading of Policy 712, Video Surveillance Other Than on Buses

E. OPERATIONAL ITEMS

1. Action on School Calendars for 2011-12 and 2012-13
2. Second Reading of Policy 541, Tutoring of Students
3. Student Teacher Agreement with University of Wisconsin-Stout
4. Student Teacher Agreement with University of North Dakota
5. Early Childhood Mental Health Collaborative Services
6. Contract Between White Bear Lake Area School District #624 and Goodwill/Easter Seals Minnesota

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: Consent Agenda
MEETING DATE: February 14, 2011
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: February 14, 2011
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, January 10, 2011 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 7:04 p.m.
2. Roll Call- Present: *Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson*
Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Law, Picha, Vette, Willcoxon
3. Pledge of Allegiance
4. Reorganization of the School Board
 - A. The Chair called for nominations for Board Chair. Hiniker nominated Swanson; Chapman seconded. There were no further nominations and a unanimous ballot was cast for Swanson. *Voice vote: all ayes. Motion carried. Swanson assumed the Chair.*
 - B. Nominations were opened for the position of Vice-Chair. Storey nominated Hiniker; Newberg seconded. There were no further nominations and a unanimous ballot was cast for Hiniker. *Voice vote: all ayes. Motion carried.*
 - C. Nominations were opened for the position of Board Clerk. Kimball nominated Storey; Hiniker seconded. There were no further nominations and a unanimous ballot was cast for Storey. *Voice vote: all ayes. Motion carried.*
 - D. Nominations were opened for Treasurer. Newberg nominated Kimball; Hiniker seconded. There were no further nominations and a unanimous ballot was cast for Kimball. *Voice vote: all ayes. Motion carried.*
5. Storey moved, Newberg seconded to approve the agenda as presented. *Voice vote: all ayes. Motion carried.*
6. Hiniker moved, Kimball seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on December 13, 2010;
 - 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 personnel issues to include:
 - Resignations – Classified Staff
 - Michele Bacigalupo – Part-Time Cook, effective date 1/18/10
 - Rory Kehoe – Custodian, Oneka Elementary, effective date 1/15/10

Kevin Rische – Bus Driver, Bus Garage, effective date 1/15/10

- Resignation – Extra Curricular Only
James Pelletier – Head Adapted Floor Hockey Coach, effective date 1/11/10
- Resignation and Consideration for Employee Resignation and Agreement –
Certified Staff – Michael Daniel, Social Studies Teacher, effective date 1/11/10
- Unpaid Child Care Leave – Certified Staff
Tara M (Martini) Klatt, Bridges Teacher, unpaid from 12/15/09 through 6/15/10
- Change in Continuing Contract – Certified Staff
Sara Bromeland, SPED Teacher, from a .5 f.t.e. to a .6 f.t.e. effective date 1/12/10

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

B. PUBLIC FORUM – No one spoke at the Public Forum.

C. INFORMATION ITEMS

1. Recognition of Matoska International as International Baccalaureate World School - John Leinenger, Matoska International School principal, shared the news that Matoska International is now certified as an International Baccalaureate (IB) World School. Kirsten Duoos, IB Coordinator, and Matoska students Avery Parker, Cami Raeburn, Eleanor Parker and Shea Raeburn provided an overview of the IB philosophy. Congratulations to all for this wonderful honor and for receiving certification on the first try.
2. Superintendent's Report – Dr. Lovett reported on the following:
 - All-State Band and Choir members were honored prior to tonight's meeting. Congratulations to all.
 - Welcome to "White Bear Week" is currently underway with Early Childhood events, tours and registration, Elementary school tours and registration, middle school information night for new families and Pizza with the Principals for families interested in our high school. New registrations for pre-K through grade 12 are currently being accepted. More detailed information on the above is available on the District website or by calling the Enrollment Center (651-407-7674).
 - The 2009-2010 Annual Report to the Community required by Minnesota Statutes was recently mailed out. When using the less expensive bulk mailing discount, carrier routes do not align with District boundaries and therefore, some households not in the District receive our mailing. Overall the District saved money using the bulk mailing option.
 - Meetings with area legislators were held this past week including a lunch and tour at South Campus with Representative Carol McFarlane and Senator Roger Chamberlain along with our two School Board student representatives and District Administration.
 - Our Parent Leader Forum will meet in January 20. This group, which began in 2009, meets monthly to share feedback and suggestions with District Administration.
 - The Area Learning Center mid-term graduation will take place on January 27 at 6:30 p.m. at White Bear Lake Area High School South Campus.
 - The Strategic Planning process continues with our six action teams continuing to meet. All are still welcome to participate. More information is available on the District website.
 - Maraki Ketema, Student Board Representative, advised that 120 middle and high school student council members will meet jointly on January 14 for a workshop exploring the importance of communication and time management along with other topics. National Honor Society (NHS) will be hosting the first ever Cocoa and Cram

session to provide students the opportunity to receive help on topics that will be tested on at the end of the semester. This is in addition to the twice a week tutoring opportunities currently being offered by NHS students.
Additional information may be found on the District website: ww.whitebear.k12.mn.us.

D. DISCUSSION ITEMS

1. Update on School Calendar Planning for 2011-2012 and 2012-13 School Years – Chris Picha, Director of Human Resources, provided an update on the process used in putting together the 2011-2012 and 2012-13 school calendars.
2. First Reading of Policy 541, Tutoring of Students – David Law, Assistant Superintendent, and Dave Guenther, Director of Community Services, reviewed this new policy clarifying when and how parents can arrange for private tutoring through the District. This policy will also provide guidance for teachers who support students outside of school hours. The policy will be placed on a subsequent meeting agenda as an operational item for action.
3. Middle Level Program Review Update – Dr. Noel Schmidt, principal at Central Middle School, and Dr. Bob McDowell, principal at Sunrise Park Middle School, provided a summary of their extensive review of our middle school programming along with suggestions to fine tune the program. This is scheduled as an action item on tonight's agenda.

E. OPERATIONAL ITEMS

1. Newberg motioned and Chapman seconded to approve the 2010 School Board Operating Procedures. *Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.*
2. Hiniker motioned and Storey to approve the School Board Members' Compensation to remain the same for 2011. *Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.*
3. Kimball motioned and Shevik seconded to approve the appointment of Janet Newberg as ISD 624's representation to the Northeast Metro 916 Intermediate School District's Board. *Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.*
4. Storey motioned and Newberg seconded to approve the appointment of Lori Swanson as ISD 624's representative to the East Metro Integration District 6067. *Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.*
5. Hiniker motioned and Chapman seconded to approve the School Board Committee Assignments for 2011. *Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.*
6. Newberg motioned and Shevik seconded to approve the official depositories for the School District funds and authorized bank accounts and signatures for 2011. *Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.*

7. Hiniker motioned and Storey seconded to approve the White Bear Press and Vadnais Heights Press as the official publication for the School District for 2011. ***Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.***
 8. Chapman motioned and Newberg seconded to approve the following recommendation on Middle School curriculum for 2011-2012:
 - a. Tech Ed (Project Lead the Way) become a required quarter course for seventh graders, and
 - b. Computer be dropped as a quarter option for seventh grade students opposite Tech Ed, and
 - c. Computer become a semester elective in seventh grade with curriculum enhancement and modifications as necessary and appropriate.***Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.***
 9. Kimball motioned and Shevik seconded to approve the bid recommendation for Lincoln Elementary School HVAC Improvements, totaling \$725,287.00 as submitted.***Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.***
 10. Hiniker motioned and Chapman seconded to approve the following policies as recommended:
 - Policy 215, School Board Member Code of Conduct
 - Policy 425, Staff Development
 - Policy 603, Curriculum Development
 - Policy 604, Instructional Curriculum
 - Policy 705, Investments***Roll call vote: ayes: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.***
- F. BOARD FORUM** – Storey reported on the Omare Family Benefit being held at Jimmy’s Banquet Center in Vadnais Heights on January 16 from 3-8 p.m. Money raised will be used to offset the funeral expenses and support needed for the surviving child. Chapman reported on the February 5 Winter Carnival being held at Oneka Elementary School. All are invited to attend both events.
- G. ADJOURNMENT** - Newberg moved; Hiniker seconded to adjourn the meeting at 8:12 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, January 24, 2011 at 5:30 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

Call To Order – Swanson called the meeting to order at 5:41 p.m.

Roll Call – Present: Chapman, Hiniker, Kimball, Newberg, Shevik, Storey, Swanson
Ex-Officio: Lovett

Cabinet: Present – Guenther, Law, Picha, Vette, Willcoxon

B. DISCUSSION ITEMS

1. Review of Preliminary Calendars for 2011-12 and 2012-13 - Chris Picha, Director of Human Resources, provided a final review of the calendars for 2011-12 and 2012-13. This item will be placed on the February 14, 2011 Board agenda as an operational item for action.
2. Update on School Board/Superintendent Objectives
 - a. Goal 1a – Prepare a comprehensive program review of District Gifted and Talented programs (preK-12) – David Law, Assistant Superintendent, and Ann Malwitz, , Professional Learning and Development Coordinator, presented an update on the Gift and Talented program review currently in-process.
 - b. Goal 6c – Implement Phase I of the Technology Audit completed during January of 2010 – Mark Garrison, Instructional Technology Coordinator, provided an update on information collected regarding current technology use by principals, parents, staff and teachers. He also previewed a software application under consideration.
 - c. Goal 3 – Ongoing Financial Stewardship and Investments and Budget Management and Goal 4b – Develop strategies which would permit the District and community to be prepared for a referendum levy campaign should one be scheduled for the fall of 2011 – Pete Willcoxon, Executive Director of Business Services, and Marisa Vette, Director of Communications and Community Relations, provided an update on the General Planning Calendar.
 - d. Goal 6a – Extend New Protocols for Recruitment, Selection and Support of Employees to all Employee Groups – Chris Picha provided an overview of new protocols that have been developed in the recruitment, selection and support of employees.
3. Update on Strategic Planning – Marisa Vette provided an update on the Strategic Planning process currently underway.

4. Negotiations Study Session – Chris Picha provided an overview of negotiation strategies.
- C. **ADJOURNMENT** - Newberg motioned; Chapman seconded to adjourn the meeting at 8:20 p.m. **Voice vote: *All ayes. Motion carried.***

Submitted by: Cathy Storey, Clerk

Consent Agenda Item A-5(b)
February 14, 2011
School Board Meeting

AGENDA ITEM: Monthly Check Registers
MEETING DATE: February 14, 2011
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 - January

	1/14/2011	1/17/2011	1/27/2011	1/31/2011
Direct Deposit 287203-288544	1,465,891.46			
U.S. Treasury (FICA, Medicare, withholding)	494,220.41			
MN State Income Tax	87,757.64			
PERA	87,910.21			
TRA	180,993.00			
ING	1,611.09			
White Bear Lake Teacher's Association	27,585.03			
State of MN - Unemployment Insurance		25,067.30		
Bond Payments - US Bank			4,635,636.26	
Bond Payments - Bremer			3,724,800.00	
Direct Deposit 288545-289942				1,520,366.94
U.S. Treasury (FICA, Medicare, withholding)				505,516.01
MN State Income Tax				89,752.97
PERA				90,504.25
TRA				181,879.52
ING				1,611.09
White Bear Lake Teacher's Association				27,585.03

Check Nbr	Vendor Name	Check Date	Check Amount
14756	- 15036 NOT USED	01/06/2011	0.00
15037	A-1 HYDRAULIC SALES & SERVICE	01/06/2011	160.38
15038	AMERICAN ASSOC OF SCHOOL ADMIN	01/06/2011	740.00
15039	ABBOTT PAINT & CARPET INC	01/06/2011	202.46
15040	ACADEMIC THERAPY PUBLICATIONS	01/06/2011	62.70
15041	ACKERKNECHT, CATHY	01/06/2011	31.95
15042	ADVANCED WIRELESS COMMUNICATIO	01/06/2011	368.82
15043	AHLSTROM, MELANIE	01/06/2011	79.21
15044	AMERICAN MESSAGING	01/06/2011	131.49
15045	AMERICAN RED CROSS MN	01/06/2011	22.00
15046	ANFANG, SALLY G	01/06/2011	194.91
15047	APPLIED ENVIRONMENTAL SCI INC	01/06/2011	2,356.00
15048	Vendor Continued Check	01/06/2011	0.00
15049	ARCADE ASPHALT CO	01/06/2011	47,735.00
15050	ASSOC FOR SUPERVISION & CURRIC	01/06/2011	308.00
15051	AT & T MOBILITY	01/06/2011	1,369.96
15052	AV AVENUE LLC	01/06/2011	400.00
15053	BARNES & NOBLE	01/06/2011	518.00
15054	BARNETT WB CHRYSLER JEEP DODGE	01/06/2011	304.62
15055	BECKER ARENA PRODUCTS INC	01/06/2011	546.24
15056	BIOCLEAN MOBILE WASH INC	01/06/2011	483.85
15057	BIX PRODUCE COMPANY INC	01/06/2011	7,241.77
15058	BOND TRUST SERVICES CORP	01/06/2011	450.00
15059	BOWMAN, DON	01/06/2011	71.00
15060	BRUEGGERS BAGELS	01/06/2011	55.96
15061	BURKE, ERIN	01/06/2011	95.75
15062	BURRIS, LEANN K	01/06/2011	35.00
15063	CARLSON, REBECCA C	01/06/2011	58.25
15064	CARTRIDGE CARE	01/06/2011	267.00
15065	CDW GOVERNMENT INC	01/06/2011	1,238.00
15066	CHAMPLIN PARK HIGH SCHOOL	01/06/2011	200.00
15067	THE CHILDREN'S THEATRE COMPANY	01/06/2011	876.00
15068	CHILDREN'S HEALTH MARKET INC	01/06/2011	3,436.40
15069	COCA-COLA BOTTLING MIDWEST CO	01/06/2011	1,744.00
15070	COLEMAN, PAUL	01/06/2011	150.00
15071	COLLEGEBOARD	01/06/2011	50.00
15072	COMCAST	01/06/2011	33.95
15073	COMMISSIONER OF EDUCATION	01/06/2011	2,500.00
15074	COMSTOCK & SONS INC	01/06/2011	751.00
15075	CONTINENTAL CLAY CO	01/06/2011	1,219.94
15076	COOL AIR MECHANICAL	01/06/2011	5,590.71
15077	COOPER, DEREK	01/06/2011	57.50
15078	COPY IMAGES INC	01/06/2011	5,299.93
15079	COPY IMAGES INC	01/06/2011	201.82
15080	CTB INC	01/06/2011	377.00
15081	CUB FOODS OF WHITE BEAR TWSHP	01/06/2011	1,897.93
15082	CULLEN, CRAIG	01/06/2011	109.40
15083	CUNFU, LIN	01/06/2011	1,600.00
15084	DAHLEM, TERESA	01/06/2011	178.90
15085	Vendor Continued Check	01/06/2011	0.00
15086	DALCO CORPORATION	01/06/2011	4,167.12

Check Nbr	Vendor Name	Check Date	Check Amount
15087	DELL MARKETING LP	01/06/2011	14,519.59
15088	DEMCO INC	01/06/2011	17.36
15089	DEY DISTRIBUTING	01/06/2011	24.93
15090	DEYOUNG, DARREN	01/06/2011	77.00
15091	DIMEGLIO, JOE	01/06/2011	150.00
15092	DIMENSIONS EDUC RESEARCH FOUND	01/06/2011	656.02
15093	DIVERSIFIED SNACK DISTRIBUTION	01/06/2011	8,905.86
15094	DOUBLE J INC	01/06/2011	267.80
15095	DSA	01/06/2011	2,390.00
15096	DYNAMIC LEARNER CONSULTING INC	01/06/2011	2,400.00
15097	E.L. REINHARDT COMPANY INC	01/06/2011	801.00
15098	CITY OF EAGAN PARKS & REC	01/06/2011	225.00
15099	EARLY CHILDHOOD PROGRAM	01/06/2011	230.00
15100	ECOLAB	01/06/2011	2,051.24
15101	EDDIES AUTO REPAIR	01/06/2011	3,265.49
15102	eINSTRUCTION CORP	01/06/2011	89.00
15103	ELECTRONIX EXPRESS	01/06/2011	148.30
15104	ELK RIVER GIRLS GOLF	01/06/2011	125.00
15105	ENGSTRAN, PAUL	01/06/2011	40.00
15106	ESKOW, LYNN	01/06/2011	112.00
15107	FAISON, JOHN	01/06/2011	71.00
15108	FEDEX	01/06/2011	19.86
15109	FEHR, ABIGAIL L	01/06/2011	56.90
15110	FERGUSON WATERWORKS	01/06/2011	131.99
15111	FERRELLGAS	01/06/2011	235.96
15112	FESTIVAL FOODS-KNOWLAN'S	01/06/2011	22.93
15113	FIRST PRESBYTERIAN CHURCH OF W	01/06/2011	100.00
15114	FIRST STUDENT INC	01/06/2011	130,035.89
15115	FISHER, PHILLIP E	01/06/2011	199.00
15116	FLETCHER, VICKI MARIE	01/06/2011	37.50
15117	FORGETTING THE PILL	01/06/2011	32.07
15118	FURE, JAN	01/06/2011	75.00
15119	FURLONG, KRISTIN	01/06/2011	13.00
15120	FUTURE HORIZONS INC	01/06/2011	59.90
15121	GEPHART TRUCKING	01/06/2011	50,309.50
15122	GERTENS	01/06/2011	3,576.09
15123	GLOBAL EQUIPMENT COMPANY INC	01/06/2011	2,127.15
15124	GOPHER	01/06/2011	355.74
15125	GRADY, LORI J	01/06/2011	74.00
15126	GRAINGER	01/06/2011	190.73
15127	GRANDMA'S BAKERY INC	01/06/2011	76.90
15128	GRAVLEY, STEPHEN	01/06/2011	404.98
15129	GREATAMERICA LEASING CORP	01/06/2011	1,137.36
15130	GREEN, BARBARA J	01/06/2011	81.94
15131	THE GUIDANCE GROUP INC	01/06/2011	21.90
15132	GULLICK, DANIEL E	01/06/2011	36.00
15133	HAMMEKEN, GRACIELA E	01/06/2011	382.25
15134	HANK, DAWN	01/06/2011	303.74
15135	HANSON, MARILYN	01/06/2011	74.75
15136	HARRIMAN, DION D	01/06/2011	1,465.38

Check Nbr	Vendor Name	Check Date	Check Amount
15137	HARRIMAN, GRETCHEN	01/06/2011	119.00
15138	HEWLETT PACKARD	01/06/2011	704.80
15139	HISDAHL INC	01/06/2011	114.50
15140	HODD, ROY	01/06/2011	170.30
15141	HOEFS, MARSHALL	01/06/2011	57.18
15142	Vendor Continued Check	01/06/2011	0.00
15143	HOGLUND BUS AND TRUCK CO	01/06/2011	2,155.64
15144	HOLTHAUS, RACHAEL	01/06/2011	150.00
15145	HOME DEPOT CREDIT SERVICES	01/06/2011	263.63
15146	HORAZDOVSKY, LEILA	01/06/2011	315.06
15147	HOUGHTON MIFFLIN HARCOURT	01/06/2011	4,111.88
15148	HOUSE OF PRINT	01/06/2011	7,740.01
15149	HUBERT COMPANY	01/06/2011	75.67
15150	HUTCHINGS, KARLIE A	01/06/2011	27.13
15151	IMAGINE DESIGN & CREATIVE	01/06/2011	5,900.00
15152	INTA JUICE	01/06/2011	435.00
15153	INTERCULTURAL DEVMT INVENTORY	01/06/2011	760.00
15154	IRGENS, LINDA S	01/06/2011	33.95
15155	ISD #622 NO ST PAUL/MAPLEWOOD	01/06/2011	1,259.61
15156	J.P. COOKE COMPANY	01/06/2011	134.40
15157	JAYTECH INC	01/06/2011	1,587.00
15158	JENSEN, KATHLEEN A	01/06/2011	52.95
15159	JOHNSON, ANDY	01/06/2011	150.00
15160	JOHNSON, JERRY	01/06/2011	77.00
15161	JOHNSON, MICHAEL	01/06/2011	129.00
15162	JOHNSON, VIRGINIA C	01/06/2011	725.55
15163	JOSTENS INC	01/06/2011	390.81
15164	JUNIOR LIBRARY GUILD	01/06/2011	370.80
15165	K PEARSON MECHANICAL LLC	01/06/2011	458.50
15166	KATH COMPANIES	01/06/2011	22,573.03
15167	KATZMARK, BILL	01/06/2011	77.00
15168	KELLEY, DEBRA	01/06/2011	69.50
15169	KILL, MARK	01/06/2011	55.00
15170	KINDLIEN, CYNTHIA J	01/06/2011	40.00
15171	KITTS, HARRY	01/06/2011	284.75
15172	KLINGSPORN, TODD	01/06/2011	71.00
15173	KLOETZKE, JOE	01/06/2011	77.00
15174	KNOBLE, PETE	01/06/2011	150.00
15175	KNUTSON FLYNN & DEANS PA	01/06/2011	4,717.00
15176	KOCH, JOSHUA	01/06/2011	52.00
15177	KRUSEMARK, CARY L	01/06/2011	225.96
15178	LANDS BEST FOODS	01/06/2011	9,299.40
15179	LANG, SHAUNA	01/06/2011	13.00
15180	LARSON, BOBBIE JEAN	01/06/2011	128.00
15181	LASHOMB, STEVEN	01/06/2011	129.00
15182	LEARNING A-Z	01/06/2011	84.95
15183	LICK, DANIEL J	01/06/2011	74.00
15184	LINDEMER BARBARA	01/06/2011	47.86
15185	LONG LAKE CONSERVATION CENTER	01/06/2011	11,264.40
15186	L T G POWER EQUIPMENT	01/06/2011	345.19

Check Nbr	Vendor Name	Check Date	Check Amount
15187	M-B COMPANY INC	01/06/2011	5,191.38
15188	M.J. RALEIGH TRUCKIN INC	01/06/2011	700.00
15189	MACPHAIL CENTER FOR MUSIC	01/06/2011	450.00
15190	MACSWAIN, JIM	01/06/2011	150.00
15191	MAPLE GROVE SENIOR HIGH SCHOOL	01/06/2011	115.00
15192	MCDANIELS, JANIS MAE	01/06/2011	139.45
15193	MCMAHON, MARGARET	01/06/2011	80.00
15194	MILES, MARY T	01/06/2011	61.00
15195	MILLER, PATRICIA	01/06/2011	45.65
15196	MN ICE ARENA MANAGERS ASSOC	01/06/2011	145.00
15197	MN REC & PARK ASSN (MRPA)	01/06/2011	249.00
15198	MN SCHOOL PSYCHOLOGISTS ASSOC	01/06/2011	275.00
15199	MN SWORD PLAY	01/06/2011	540.00
15200	MN TRUE TEAM TRACK & FIELD	01/06/2011	190.00
15201	MN WRESTLING EVENTS, LLC	01/06/2011	250.00
15202	MOBILE RADIO ENGINEERING INC	01/06/2011	327.70
15203	MODERN FENCE & CONST INC	01/06/2011	77.20
15204	MOORE, CYNTHIA	01/06/2011	761.96
15205	MOORE, KATHERINE D	01/06/2011	265.90
15206	MOUNDS VIEW HIGH SCHOOL	01/06/2011	40.00
15207	MSHSCA	01/06/2011	390.00
15208	MSTP	01/06/2011	445.00
15209	MULLALY, REBECCA	01/06/2011	296.25
15210	MUNDELL, GERALD	01/06/2011	213.45
15211	MURPHY, MARY W	01/06/2011	180.00
15212	MYBINDING.COM	01/06/2011	95.85
15213	NADEAU, MARGARET	01/06/2011	273.00
15214	NATL SOCIAL STUDIES LEAGUE	01/06/2011	95.00
15215	NESS ELECTRONICS INC	01/06/2011	211.99
15216	NESS, MARK A	01/06/2011	77.00
15217	NEW BRIGHTON PARKS & REC	01/06/2011	89.28
15218	NEW VISION PRINTING	01/06/2011	497.95
15219	NEXTEL COMMUNICATIONS	01/06/2011	672.86
15220	Vendor Continued Check	01/06/2011	0.00
15221	NORTH CENTRAL TRUCK EQUIPMENT	01/06/2011	2,055.83
15222	NORTHEAST METRO INTERMEDIATE D	01/06/2011	40,784.07
15223	NORTHERN STAR COUNCIL, BSA	01/06/2011	100.00
15224	NORTHFIELD HIGH SCHOOL	01/06/2011	115.00
15225	NORTHSTAR ACCESS LLC	01/06/2011	2,603.18
15226	O'REILLY AUTOMOTIVE INC	01/06/2011	3,043.98
15227	OFFICE DEPOT	01/06/2011	126.44
15228	OKLOBZIJA, LUANNE P	01/06/2011	58.62
15229	OLYMPIC COMMUNICATIONS, INC.	01/06/2011	3,635.00
15230	ON SITE SANITATION INC	01/06/2011	62.00
15231	PAMS LUNCHROOM LLC	01/06/2011	4,515.02
15232	PANNING, NATE	01/06/2011	71.00
15233	PARTS NOW ! LLC	01/06/2011	22.50
15234	PAYPAL INC-VPS	01/06/2011	54.10
15235	PEACHTREE BUSINESS PRODUCTS	01/06/2011	180.00
15236	PELLETIER, DANIEL T	01/06/2011	71.00

Check Nbr	Vendor Name	Check Date	Check Amount
15237	PETERSON BROS ROOFING & CONST	01/06/2011	239.65
15238	PHETTEPLACE, WANDA	01/06/2011	50.00
15239	PHI DELTA KAPPA INTL	01/06/2011	95.00
15240	PIERRE, CHRISTINA	01/06/2011	420.70
15241	POKORNY, MARY	01/06/2011	452.64
15242	POSTMASTER	01/06/2011	88.00
15243	PRESS PUBLICATIONS	01/06/2011	56.60
15244	PRO-ED INC	01/06/2011	243.10
15245	PROGRESSIVE BUSINESS PUBL	01/06/2011	230.00
15246	R & R SPECIALTIES INC	01/06/2011	250.72
15247	RAGAN, CYNTHIA C	01/06/2011	319.72
15248	RAMSEY COUNTY PARKS/REC DEPT	01/06/2011	600.00
15249	RASCHICK, KAREN	01/06/2011	44.30
15250	RED WING SCHOOL DISTRICT	01/06/2011	100.00
15251	REHBEIN TRANSIT INC	01/06/2011	7,820.00
15252	REINHART FOODSERVICE	01/06/2011	2,347.50
15253	REKSTAD, BRADLEY M	01/06/2011	71.00
15254	RICOH AMERICAS CORP	01/06/2011	406.23
15255	RIEBAU, PATRICIA ANN	01/06/2011	236.36
15256	RINK-TEC INTERNATIONAL INC	01/06/2011	340.00
15257	ROSEVILLE AREA HIGH SCHOOL	01/06/2011	250.00
15258	RUDIE, ANN	01/06/2011	55.50
15259	RUKAVINA, JOSEPH	01/06/2011	574.60
15260	RUMBLE ON THE RED LLC	01/06/2011	350.00
15261	S & T OFFICE PRODUCTS INC	01/06/2011	113.44
15262	SAGER KAREN	01/06/2011	161.67
15263	SAINTS NORTH MAPLEWOOD	01/06/2011	488.00
15264	SAM'S CLUB/GEMB	01/06/2011	1,029.02
15265	SAM'S CLUB/GEMB	01/06/2011	171.97
15266	SCAN AIR FILTER INC	01/06/2011	496.82
15267	SCANTRON CORPORATION	01/06/2011	80.64
15268	SCHINDLER ELEVATOR CORP	01/06/2011	4,194.00
15269	SCHMITT MUSIC COMPANY	01/06/2011	121.80
15270	SCHWAB-VOLLHABER-LUBRATT	01/06/2011	255.85
15271	SECOND HARVEST FARM CENTRAL	01/06/2011	495.00
15272	SECURITAS SEC SVCS USA INC	01/06/2011	1,201.60
15273	SEIDL, MARILYN ANN	01/06/2011	100.00
15274	SENTRY SYSTEMS INC	01/06/2011	485.00
15275	SHAWBOLD, DEAN	01/06/2011	131.50
15276	SHELP, MICHELLE	01/06/2011	127.60
15277	SHIFFLER EQUIPMENT SALES INC	01/06/2011	55.42
15278	SIEBENALER, KEVIN R	01/06/2011	90.00
15279	SIMSHAUSER, KIMBERLY P	01/06/2011	168.00
15280	SMILEMAKERS INC	01/06/2011	143.52
15281	SPECIAL PAY TRUST AUL	01/06/2011	18,690.00
15282	SPECIAL PAY TRUST AUL	01/06/2011	68,348.25
15283	SQUILLACE, SHERI	01/06/2011	15.00
15284	ST PAUL PUBLIC SCHOOLS	01/06/2011	255.18
15285	STANLEY SECURITY SOLUTIONS INC	01/06/2011	54.02
15286	STAPLES ADVANTAGE	01/06/2011	6,954.00

Check Nbr	Vendor Name	Check Date	Check Amount
15287	STATE SUPPLY CO	01/06/2011	249.53
15288	STILLWATER HIGH SCHOOL	01/06/2011	180.00
15289	STIRLING, CONNIE	01/06/2011	43.20
15290	SUBURBAN EAST CONF ALPINE SKI	01/06/2011	200.00
15291	THE SUITES HOTEL IN CANAL PARK	01/06/2011	154.60
15292	SWANSON, LORI A	01/06/2011	40.00
15293	TAHER INC	01/06/2011	7,031.95
15294	TARGET BANK	01/06/2011	1,000.00
15295	TARGET BANK	01/06/2011	45.53
15296	TARTAN HIGH SCHOOL	01/06/2011	225.00
15297	TEL.A.VISION	01/06/2011	1,000.00
15298	TELIN TRANSPORTATION GROUP LLC	01/06/2011	51,644.65
15299	THUNDER COMMUNICATIONS DESIGN	01/06/2011	552.50
15300	TIERNEY BROTHERS INC	01/06/2011	12,217.00
15301	TRADE PRESS INC	01/06/2011	351.00
15302	TRAVEL LEADERS	01/06/2011	1,653.60
15303	TRI STATE BOBCAT	01/06/2011	1,054.33
15304	TROJE, BRETT A	01/06/2011	55.00
15305	TROLLHAUGEN	01/06/2011	7,280.00
15306	TRUCK UTILITIES MFG CO	01/06/2011	517.43
15307	TUBBS, TAMARA L	01/06/2011	7.00
15308	Vendor Continued Check	01/06/2011	0.00
15309	U.S. ENERGY SERVICES INC	01/06/2011	94,047.34
15310	UNITED TRUCK & EQUIPMENT	01/06/2011	315.07
15311	UNIVERSITY OF MINNESOTA	01/06/2011	3,625.00
15312	UPPER LAKES FOODS INC	01/06/2011	85,159.76
15313	VAIL, ANNE B	01/06/2011	58.00
15314	VERIZON WIRELESS	01/06/2011	771.44
15315	VERNIER SOFTWARE	01/06/2011	9,650.09
15316	VIKING ELECTRIC SUPPLY	01/06/2011	11,324.17
15317	VIRCO INC	01/06/2011	2,190.48
15318	WALCZAK, HANNAH ROSE	01/06/2011	75.00
15319	WALD, TIM	01/06/2011	390.00
15320	WALZ, RICK	01/06/2011	77.00
15321	WASTE MANAGEMENT OF WI-MN	01/06/2011	522.40
15322	WHITE BEAR CENTER FOR THE ARTS	01/06/2011	4,800.00
15323	WHITE BEAR GLASS INC	01/06/2011	190.00
15324	WHITE BEAR TOWNSHIP	01/06/2011	2,000.00
15325	WHITE BEAR LAKE (CITY OF)	01/06/2011	6,421.23
15326	WHISLER, ERIC	01/06/2011	74.00
15327	WHITCOMB-BREMER, JACLYN ANN	01/06/2011	92.00
15328	WILD MOUNTAIN	01/06/2011	6,416.00
15329	WILDMAN HILAL, ANDREA L	01/06/2011	67.00
15330	WOLTERS, MERRILY J	01/06/2011	34.66
15331	WOODDALE FUN ZONE	01/06/2011	1,135.50
15332	XCEL ENERGY	01/06/2011	77,081.58
15333	ZIEGLER INC	01/06/2011	18.67

297	Computer	Check(s) For a Total of	985,619.57
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Check Nbr	Vendor Name	Check Date	Check Amount
14430	RADISSON HOTEL DULUTH	01/06/2011	201.82
14684	MANNYS PIANO MOVING INC	01/06/2011	450.00
2	Void	Check(s) For a Total of	651.82

	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
	297	Computer	Checks For a Total of	985,619.57
Total For	297	Manual, Wire Tran, ACH & Computer Checks		985,619.57
Less	2	Voided	Checks For a Total of	651.82
		Net Amount		984,967.75

Check Nbr	Vendor Name	Check Date	Check Amount
15334	AIG	01/10/2011	5,748.82
15335	AMERICAN FUNDS	01/10/2011	69,250.58
15336	AMERICAN UNITED LIFE	01/10/2011	44,603.52
15337	AMERICAN UNITED LIFE	01/10/2011	291,875.00
15338	AMERIPRISE	01/10/2011	10,476.83
15339	AXA EQUITABLE	01/10/2011	14,369.37
15340	CIVIL COLLECTIONS UNIT	01/10/2011	30.00
15341	DELL MARKETING LP	01/10/2011	11,463.59
15342	ECMC	01/10/2011	169.13
15343	EDUCATION MN ESI BILLING TRUST	01/10/2011	18,544.65
15344	GE MONEY BANK	01/10/2011	92.61
15345	GREATER TWIN CITIES UNITED WAY	01/10/2011	773.50
15346	Vendor Continued Check	01/10/2011	0.00
15347	Vendor Continued Check	01/10/2011	0.00
15348	HEALTHPARTNERS	01/10/2011	1,181,026.38
15349	ISD #622 NO ST PAUL/MAPLEWOOD	01/10/2011	2,609.64
15350	IUOE #70	01/10/2011	2,138.89
15351	MESSERLI & KRAMER PA	01/10/2011	525.54
15352	METROPOLITAN LIFE	01/10/2011	3,993.76
15353	MILLENIUM CREDIT CONSULTANTS	01/10/2011	307.56
15354	MN CHILD SUPPORT	01/10/2011	1,890.00
15355	MN DEPT OF REVENUE	01/10/2011	331.54
15356	MN ENVIRONMENTAL FUND	01/10/2011	486.00
15357	RAMSEY COUNTY SHERIFF	01/10/2011	97.75
15358	THE ROSE LAW FIRM, PLLC	01/10/2011	50.00
15359	SAM'S CLUB/GEMB	01/10/2011	492.15
15360	SCHOOL SERVICE EMPLOYEES	01/10/2011	5,643.95
15361	US DEPT OF EDUCATION	01/10/2011	339.00
15362	VANGUARD SMALL BUSINESS SERVIC	01/10/2011	19,424.24
15363	WHITE BEAR LAKE FOOD SERV	01/10/2011	1,462.00
15364	WBLA EDUCATIONAL FOUNDATION	01/10/2011	3,857.29
15365	YMCA CAMP WIDJIWAGAN	01/10/2011	500.00

32	Computer	Check(s) For a Total of	1,692,573.29
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Check Nbr	Vendor Name	Check Date	Check Amount
15087	DELL MARKETING LP	01/10/2011	14,519.59
1	Void	Check(s) For a Total of	14,519.59

	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
	32	Computer	Checks For a Total of	1,692,573.29
Total For	32	Manual, Wire Tran, ACH & Computer	Checks	1,692,573.29
Less	1	Voided	Checks For a Total of	14,519.59
			Net Amount	1,678,053.70

Check Nbr	Vendor Name	Check Date	Check Amount
15366	AMERICAN UNITED LIFE	01/10/2011	15,125.00
1	Computer	Check(s) For a Total of	15,125.00

	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
	1	Computer	Checks For a Total of	15,125.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	15,125.00
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		15,125.00

Check Nbr	Vendor Name	Check Date	Check Amount
15367	1ST LINE/LEEWES VENTURES LLC	01/20/2011	573.30
15368	AARP DRIVER SAFETY PROGRAM	01/20/2011	322.00
15369	ACCURATE LABEL DESIGNS	01/20/2011	78.95
15370	ADAMS, LINDA	01/20/2011	81.50
15371	ADVANCED WIRELESS COMMUNICATIO	01/20/2011	85.22
15372	ALL ABOUT LEARNING	01/20/2011	1,863.00
15373	AMAZON	01/20/2011	893.60
15374	AMAZON	01/20/2011	350.00
15375	AMAZON	01/20/2011	356.32
15376	AMERICAN FLAGPOLE & FLAG CO	01/20/2011	3,054.80
15377	AMERIPRIDE SERVICES	01/20/2011	654.13
15378	ANDERSON, JON C	01/20/2011	588.11
15379	ANDERSON, KATHRYN A	01/20/2011	93.95
15380	ANDREWSKI, DENNIS C	01/20/2011	50.00
15381	ANDREWS, PORTIA	01/20/2011	57.76
15382	ANIMAL HUMANE SOCIETY	01/20/2011	50.00
15383	APPLE COMPUTER INC	01/20/2011	3,992.00
15384	ARCHIPELAGO LEARNING INC	01/20/2011	4,854.60
15385	ARMSTRONG HIGH SCHOOL	01/20/2011	220.00
15386	ARMSTRONG TORSETH SKOLD & RYDE	01/20/2011	12,904.99
15387	ATTAINMENT CO INC	01/20/2011	495.00
15388	AV AVENUE LLC	01/20/2011	2,400.00
15389	AVON BUSINESS FORMS & PROMOTIO	01/20/2011	826.36
15390	AYDT, CHARLES M	01/20/2011	72.00
15391	BADGER, SHELLEY	01/20/2011	34.50
15392	BARCODE PLANET	01/20/2011	32.95
15393	BARTHOLD	01/20/2011	1,129.50
15394	BATTERIES PLUS	01/20/2011	85.49
15395	BAUDVILLE	01/20/2011	398.51
15396	BEAR PATCH QUILTING CO	01/20/2011	48.25
15397	BEARTOWN AUTO BODY INC	01/20/2011	568.63
15398	BEAURLINE, CJ	01/20/2011	74.00
15399	BENISH, RICHARD L	01/20/2011	77.00
15400	BESTPREP	01/20/2011	80.00
15401	BEYOND PLAY LLC	01/20/2011	92.86
15402	BILL WEIGEL SIGNS	01/20/2011	100.00
15403	BLICK ART MATERIALS	01/20/2011	481.49
15404	BOWERMASTER, TRACI	01/20/2011	78.64
15405	BREWER, ROBERT G	01/20/2011	586.02
15406	BROWN, JUSTIN	01/20/2011	74.00
15407	BRYAN-DAY, MARY E	01/20/2011	158.61
15408	BUCK, MATTHEW	01/20/2011	50.00
15409	BUREAU OF EDUCATION & RESEARCH	01/20/2011	215.00
15410	CAPSTONE CREATIVE LLC	01/20/2011	1,421.25
15411	CARLSON, CARRIE E	01/20/2011	138.00
15412	CARLSON, JULIE A	01/20/2011	71.00
15413	CAROLINA BIOLOGICAL SUPPLY	01/20/2011	2,549.78
15414	CCP INDUSTRIES INC	01/20/2011	205.97
15415	CDW GOVERNMENT INC	01/20/2011	66.78
15416	CELLAIRIS ROSEDALE	01/20/2011	319.84

Check Nbr	Vendor Name	Check Date	Check Amount
15417	THE CENTER FOR EFFICIENT SCHOO	01/20/2011	2,003.12
15418	CERISIER, JOE	01/20/2011	77.00
15419	THE CHILDREN'S THEATRE COMPANY	01/20/2011	518.25
15420	CHILDREN'S HEALTH MARKET INC	01/20/2011	7,192.24
15421	CHRISTENSEN, ERIK	01/20/2011	71.00
15422	CITI-CARGO & STORAGE CO INC	01/20/2011	85.00
15423	CJ DUFFY PAPER CO	01/20/2011	494.20
15424	CLIMB THEATRE	01/20/2011	578.20
15425	CLYNE, KRIS	01/20/2011	113.74
15426	CODY, SHANE T	01/20/2011	59.16
15427	COLYER, KERRY	01/20/2011	129.00
15428	COMCAST	01/20/2011	5.26
15429	COMMUNICATION MAILING SERVICES	01/20/2011	593.75
15430	CONSTRUCTION MANAGEMENT BUILDI	01/20/2011	10,641.75
15431	CONTINENTAL CLAY CO	01/20/2011	667.32
15432	CONTINENTAL RESEARCH CORP	01/20/2011	165.92
15433	COOL AIR MECHANICAL	01/20/2011	2,065.87
15434	COON RAPIDS HIGH SCHOOL	01/20/2011	200.00
15435	Vendor Continued Check	01/20/2011	0.00
15436	COPY IMAGES INC	01/20/2011	14,888.59
15437	Vendor Continued Check	01/20/2011	0.00
15438	Vendor Continued Check	01/20/2011	0.00
15439	COPY IMAGES INC	01/20/2011	2,833.71
15440	COPY SERVICE CORP	01/20/2011	150.00
15441	COUNTRY CLUB PRINTERS	01/20/2011	301.39
15442	COURAGE CENTER ST CROIX	01/20/2011	30.00
15443	CRISIS PREVENTION INSTITUTE IN	01/20/2011	1,829.00
15444	CRYSTEEL TRUCK EQUIPMENT	01/20/2011	71.44
15445	CTB INC	01/20/2011	299.00
15446	CUB FOODS OF WOODBURY	01/20/2011	217.62
15447	CUMMINS NPOWER LLC	01/20/2011	430.00
15448	CUSTOM LITERACY CONSULTING	01/20/2011	474.00
15449	Vendor Continued Check	01/20/2011	0.00
15450	Vendor Continued Check	01/20/2011	0.00
15451	DALCO CORPORATION	01/20/2011	7,134.65
15452	DANIELS, KATHLEEN	01/20/2011	325.00
15453	DCX LLC (TORNADO SLUSH)	01/20/2011	690.00
15454	DEEN, DENISE	01/20/2011	574.00
15455	DEGEZELLE, KEVIN	01/20/2011	71.00
15456	DELLWO, COLLEEN F	01/20/2011	116.44
15457	DEYOUNG, DARREN	01/20/2011	154.00
15458	DIMENSIONS EDUC RESEARCH FOUND	01/20/2011	918.37
15459	DOMINOS PIZZA	01/20/2011	44.75
15460	DONATELLI'S	01/20/2011	36.02
15461	DUSSL, DAN	01/20/2011	72.00
15462	DVS RENEWAL	01/20/2011	56.25
15463	DYMIT, MARIE	01/20/2011	67.50
15464	E.L. REINHARDT COMPANY INC	01/20/2011	654.50
15465	ECM PUBLISHERS INC	01/20/2011	799.00
15466	ECOLAB	01/20/2011	1,217.00

Check Nbr	Vendor Name	Check Date	Check Amount
15467	EHLERS	01/20/2011	100.00
15468	ELECTRIC MOTOR REPAIR	01/20/2011	167.41
15469	ELLIOT, DAVID	01/20/2011	77.00
15470	ELLSWORTH, ANNE M	01/20/2011	32.00
15471	ENGEN, BRAD	01/20/2011	31.82
15472	ENGSTROM, MARK	01/20/2011	52.00
15473	ENROTH, JUDY O	01/20/2011	70.00
15474	EPA AUDIO VISUAL INC	01/20/2011	66.00
15475	EPS/SCHOOL SPEC INTERVENTION	01/20/2011	268.29
15476	EQUAL OPPORTUNITY COUNCIL INC	01/20/2011	695.00
15477	ERICKSON, CAMILLE	01/20/2011	39.10
15478	ESSON, ANN	01/20/2011	199.50
15479	ETHEN, LUCINDA	01/20/2011	79.25
15480	FAHEY, ELLEN	01/20/2011	101.64
15481	FASTENAL COMPANY	01/20/2011	332.40
15482	Vendor Continued Check	01/20/2011	0.00
15483	FESTIVAL FOODS-KNOWLAN'S	01/20/2011	1,053.25
15484	FLINN SCIENTIFIC INC	01/20/2011	273.60
15485	FOLLETT LIBRARY RESOURCES	01/20/2011	3,517.18
15486	FRATTALONES HARDWARE STORES	01/20/2011	1,128.95
15487	FRESHWATER SOCIETY	01/20/2011	470.24
15488	FREY	01/20/2011	418.47
15489	FUHRMAN, SARAH	01/20/2011	310.54
15490	G&K SERVICES INC	01/20/2011	845.32
15491	G&K SERVICES INC	01/20/2011	1,658.41
15492	GA CONSTRUCTION INC	01/20/2011	2,279.22
15493	GALLAGHERS NORTHWESTERN TIRE C	01/20/2011	590.95
15494	GALLUP INC	01/20/2011	1,250.00
15495	GCS SERVICE INC	01/20/2011	139.32
15496	GEPHART ELECTRIC CO INC	01/20/2011	7,678.05
15497	GILL PATTI	01/20/2011	180.00
15498	GILLUND ENTERPRISES	01/20/2011	154.68
15499	GOPHER	01/20/2011	262.91
15500	GOVDOCS	01/20/2011	689.66
15501	GRAINGER	01/20/2011	1,134.21
15502	Vendor Continued Check	01/20/2011	0.00
15503	GRANDMA'S BAKERY INC	01/20/2011	258.94
15504	GRATZ, MICHELLE C	01/20/2011	138.56
15505	GRAY, DONALD E	01/20/2011	177.50
15506	GREAT RIVER OFFICE PRODUCTS	01/20/2011	51.04
15507	GRITZMACHER, SHAWN	01/20/2011	271.04
15508	Vendor Continued Check	01/20/2011	0.00
15509	GROTH MUSIC CO	01/20/2011	377.90
15510	GROUP TRAVEL PLANNERS	01/20/2011	8,910.00
15511	GUENTHER, DAVID A	01/20/2011	600.80
15512	H & B SPECIALIZED PRODUCTS	01/20/2011	650.00
15513	HALLBERG ENGINEERING INC	01/20/2011	13,844.89
15514	HANDWRITING WITHOUT TEARS	01/20/2011	4,853.37
15515	HANKINS, RYAN	01/20/2011	90.00
15516	HARRIS, JOSEPH W	01/20/2011	74.00

Check Nbr	Vendor Name	Check Date	Check Amount
15517	HARVARD EDUCATION PRESS	01/20/2011	48.47
15518	HAYWOOD, BRUCE	01/20/2011	77.00
15519	HEALY, JASON	01/20/2011	182.77
15520	HISDAHL INC	01/20/2011	524.70
15521	HOEFER, SHANE	01/20/2011	138.00
15522	Vendor Continued Check	01/20/2011	0.00
15523	HOGLUND BUS AND TRUCK CO	01/20/2011	2,043.45
15524	HOLMES, CHAD	01/20/2011	5.99
15525	HOUGHTON MIFFLIN HARCOURT	01/20/2011	2,965.28
15526	HOUSE OF PRINT	01/20/2011	1,917.30
15527	HR SPECIALIST: MN EMPLOYMENT	01/20/2011	249.00
15528	HUDSON, SCOTT	01/20/2011	67.00
15529	HUGO MILL	01/20/2011	55.27
15530	INNOVATIVE OFFICE SOLUTIONS	01/20/2011	4,132.90
15531	INNOVATIVE OFFICE PRODUCTS INC	01/20/2011	675.00
15532	INSTITUTE FOR MULTI SENSORY ED	01/20/2011	244.31
15533	INTA JUICE	01/20/2011	585.00
15534	INTEGRA TELECOM	01/20/2011	313.20
15535	INTEGRITY INTERPRETING LLC	01/20/2011	768.50
15536	INTERCULTURAL DEVT INVENTORY	01/20/2011	20.00
15537	INTERMEDIATE DISTRICT 287	01/20/2011	396.74
15538	IRGENS, LINDA S	01/20/2011	145.64
15539	ISD #181 BRAINERD	01/20/2011	1,402.65
15540	ISD #621 MOUNDS VIEW PUB SCH	01/20/2011	17,193.24
15541	ITASCA BOOKS	01/20/2011	1,050.00
15542	IXL LEARNING	01/20/2011	199.00
15543	J & R SCHOOL SUPPLIES	01/20/2011	170.50
15544	JANZEN, KARI	01/20/2011	28.45
15545	JOANN FABRIC	01/20/2011	385.46
15546	JOHNSON, MICHAEL	01/20/2011	129.00
15547	JOHNSON CONTROLS INC	01/20/2011	2,725.47
15548	JOHNSON, SADIE R	01/20/2011	60.60
15549	JOLLY LEARNING LTD	01/20/2011	46.19
15550	JUNIOR ACHIEVEMENT OF THE UPPE	01/20/2011	900.00
15551	JUNIOR LIBRARY GUILD	01/20/2011	602.64
15552	Vendor Continued Check	01/20/2011	0.00
15553	K PEARSON MECHANICAL LLC	01/20/2011	10,692.06
15554	KARLSBURGER FOODS INC	01/20/2011	35.05
15555	KASS, DONA	01/20/2011	112.50
15556	KATH COMPANIES	01/20/2011	21,847.89
15557	KEHOE THOMAS JAMES	01/20/2011	104.00
15558	KIMBALL MIDWEST	01/20/2011	284.77
15559	KNUTSON, WENDY	01/20/2011	20.00
15560	KOECKERITZ, JEANNE	01/20/2011	198.70
15561	KOVARIK, DAN	01/20/2011	74.00
15562	KRUSEMARK, CARY L	01/20/2011	1,156.44
15563	KULLY SUPPLY COMPANY	01/20/2011	250.53
15564	LACASSE, KIM S	01/20/2011	222.90
15565	LAKESHORE LEARNING MATERIALS	01/20/2011	499.05
15566	LAKEVILLE NORTH HIGH SCHOOL	01/20/2011	300.00

Check Nbr	Vendor Name	Check Date	Check Amount
15567	LANGFELDT, DREW	01/20/2011	55.00
15568	LARSON ENGINEERING INC	01/20/2011	2,338.75
15569	LEARNING FORWARD	01/20/2011	154.00
15570	LEGO EDUCATION	01/20/2011	3,615.87
15571	LIBRARIANS BOOK EXPRESS LLC	01/20/2011	476.12
15572	LINGUISYSTEMS INC	01/20/2011	259.50
15573	LOFFLER COMPANIES INC	01/20/2011	875.91
15574	LORENZ BUS SERVICE INC	01/20/2011	2,922.00
15575	L T G POWER EQUIPMENT	01/20/2011	155.30
15576	MACKIN EDUCATIONAL RESOURCES	01/20/2011	3,903.54
15577	MAGNET STREET	01/20/2011	190.00
15578	MARTIN-MCALLISTER	01/20/2011	800.00
15579	MAYER-JOHNSON LLC	01/20/2011	169.47
15580	MCGRANE, MARY	01/20/2011	150.00
15581	MCGRAW, TIM	01/20/2011	340.53
15582	MEDCO SUPPLY CO	01/20/2011	614.49
15583	MERZER MA, SHEILA	01/20/2011	650.00
15584	METRO ECSU	01/20/2011	30.00
15585	METRO ECSU	01/20/2011	75.00
15586	MEUWISSEN, PAUL	01/20/2011	30.67
15587	MHS	01/20/2011	165.00
15588	MIDWEST BUS PARTS INC	01/20/2011	854.03
15589	MINVALCO INC	01/20/2011	1,118.75
15590	MLA	01/20/2011	4,670.00
15591	MN ASSOC OF SENIOR SERVICES	01/20/2011	15.00
15592	MN COMMUNITY EDUC ASSOC (MCEA)	01/20/2011	119.00
15593	MN CONTINUING LEGAL EDUC (CLE)	01/20/2011	725.00
15594	MN CONTINUING LEGAL EDUC (CLE)	01/20/2011	215.00
15595	MN DEPT OF HEALTH	01/20/2011	15.00
15596	MN DEPT OF HEALTH	01/20/2011	35.00
15597	MN EDUCATION JOB FAIR	01/20/2011	680.00
15598	MN ELEMENTARY SCH PRIN ASSOC	01/20/2011	350.00
15599	MN ELEVATOR INC	01/20/2011	285.41
15600	MN MUSIC EDUCATORS ASSOC	01/20/2011	300.00
15601	MN SCHOOL AGE CARE ALLIANCE	01/20/2011	125.00
15602	MN SCHOOL AGE CARE ALLIANCE	01/20/2011	525.00
15603	MURPHY, LYNNE	01/20/2011	90.00
15604	MUSIC CONNECTION INC	01/20/2011	48.00
15605	MUSTAR, BETH	01/20/2011	120.25
15606	NASCO	01/20/2011	67.50
15607	NASVIK CRAIG S	01/20/2011	141.75
15608	NATL GEOGRAPHIC SCHOOL PUBLISH	01/20/2011	82.00
15609	NATL MAH JONGG LEAGUE INC	01/20/2011	21.00
15610	NATL SCIENCE TEACHERS ASSOC	01/20/2011	300.00
15611	NCS PEARSON INC	01/20/2011	209.75
15612	NEWS-2-YOU INC	01/20/2011	399.00
15613	NORTH CENTRAL TRUCK EQUIPMENT	01/20/2011	2,287.30
15614	NORTHEAST METRO INTERMEDIATE D	01/20/2011	71,347.21
15615	NORTHERN FOREST PRODUCTS LLC	01/20/2011	793.00
15616	NORTHWEST YOUTH & FAMILY SERV	01/20/2011	64,602.00

Check Nbr	Vendor Name	Check Date	Check Amount
15617	OAKE NATIONAL OFFICE	01/20/2011	508.00
15618	ODEGARD, DANIEL A	01/20/2011	55.00
15619	OFFICE DEPOT	01/20/2011	191.00
15620	OLD DUTCH FOODS INC	01/20/2011	1,606.68
15621	OLD GEM LLC	01/20/2011	379.25
15622	OLSEN FIRE PROTECTION	01/20/2011	2,800.00
15623	OLSONS SEWER SERVICE INC	01/20/2011	260.75
15624	OMNIGRAPHICS INC	01/20/2011	63.55
15625	ON SITE SANITATION INC	01/20/2011	157.71
15626	OXYGEN SERVICE CO INC	01/20/2011	79.37
15627	PAN-O-GOLD	01/20/2011	3,031.32
15628	PARTS ASSOC INC	01/20/2011	344.12
15629	PAUL THE PLUMBER INC	01/20/2011	185.00
15630	PCI EDUCATIONAL PUBLISHING	01/20/2011	408.47
15631	PEARSON EDUCATION INC	01/20/2011	8,223.62
15632	PERKINS, P SAMUEL	01/20/2011	71.00
15633	PETERSEN, JILL	01/20/2011	69.98
15634	PHILIP, PATRICIA	01/20/2011	126.00
15635	PIANOMAN SERVICE INC	01/20/2011	100.00
15636	PIERRE FOODS INC	01/20/2011	3,875.42
15637	PIERSON, CATHERINE A	01/20/2011	32.00
15638	PILON, JOSEPH L	01/20/2011	77.00
15639	PLASTER, MARK A	01/20/2011	73.00
15640	POKORNY, MARY	01/20/2011	154.79
15641	POSTMASTER	01/20/2011	17.60
15642	POSTMASTER	01/20/2011	100.00
15643	POULSON, JOHN W	01/20/2011	67.00
15644	PRAXAIR DISTRIBUTION INC	01/20/2011	92.52
15645	PRESS PUBLICATIONS	01/20/2011	1,482.50
15646	PRESTIGE PROD/WB DANCE CENTER	01/20/2011	790.00
15647	PRICE ELECTRONICS LLC	01/20/2011	93.12
15648	PRILEY, ANDERS ELLIOTT	01/20/2011	53.00
15649	PROFESSIONAL GROUNDS MGMT SOCI	01/20/2011	175.00
15650	QWEST	01/20/2011	261.80
15651	R & R SPECIALTIES INC	01/20/2011	49.90
15652	RA PEARSON & ASSOCIATES LLC	01/20/2011	6,617.00
15653	RAMSEY COUNTY	01/20/2011	4,334.25
15654	RAMSEY COUNTY LEAGUE OF LOCAL	01/20/2011	125.00
15655	RAMSEY COUNTY PARKS/REC DEPT	01/20/2011	17,326.40
15656	RED BALLOON BOOKSHOP	01/20/2011	20.24
15657	RED RIVER COMMODITIES, INC.	01/20/2011	89.44
15658	REITAN PIANO SERVICE	01/20/2011	210.00
15659	RENTAL REHAB & REPAIR	01/20/2011	5,490.00
15660	RESERVE ACCOUNT	01/20/2011	5,000.00
15661	THE RETROFIT COMPANIES INC	01/20/2011	301.55
15662	RIST-BEHN, SANDRA	01/20/2011	13.00
15663	ROBINSON DAVID M	01/20/2011	71.00
15664	ROOF SPEC INC	01/20/2011	200.00
15665	RUDDYS PARTY TOWN INC	01/20/2011	69.10
15666	S & T OFFICE PRODUCTS INC	01/20/2011	297.38

Check Nbr	Vendor Name	Check Date	Check Amount
15667	SALZMAN, SHARI	01/20/2011	90.00
15668	SAM'S CLUB/GEMB	01/20/2011	158.10
15669	SARGENT-WELCH	01/20/2011	414.05
15670	SCALZO, JOEL	01/20/2011	93.00
15671	SCHERTZ, CLETUS	01/20/2011	42.00
15672	SCHERR, MARY B	01/20/2011	121.50
15673	SCHLUENDER, LINDA	01/20/2011	169.32
15674	SCHOOL HEALTH CORP	01/20/2011	52.95
15675	SCHOOL PROJECT	01/20/2011	2,828.25
15676	SCHOOL SPECIALTY	01/20/2011	733.89
15677	SCHREPFER, ANTHONY P	01/20/2011	71.00
15678	SCHROEDER MILK CO INC	01/20/2011	23,254.10
15679	SCHUETTE, SCOTT T	01/20/2011	67.00
15680	SCHWAB-VOLHABER-LUBRATT	01/20/2011	1,094.57
15681	SCREENING FOR MENTAL HEALTH IN	01/20/2011	75.00
15682	SECURITAS SEC SVCS USA INC	01/20/2011	961.28
15683	SEEVER, GRAY	01/20/2011	165.00
15684	SEHR, DEBRA	01/20/2011	373.53
15685	SEPLER & ASSOC	01/20/2011	2,400.00
15686	SHEPARD, DOUGLAS E	01/20/2011	28.97
15687	SHIFFLER EQUIPMENT SALES INC	01/20/2011	39.84
15688	SHRED-IT	01/20/2011	231.00
15689	SHREVE, BRIAN	01/20/2011	71.00
15690	SIDE BY SIDE ASSOC	01/20/2011	1,725.00
15691	SILVER LINING MULTIMEDIA INC	01/20/2011	362.65
15692	SIMONSON, TINA	01/20/2011	129.00
15693	SKOW, KAREN L	01/20/2011	2,465.00
15694	SMILEMAKERS INC	01/20/2011	23.98
15695	SORENSEN, CHRISTOPHER	01/20/2011	80.16
15696	SOUTH CAMPUS STUDENT ACTIVITY	01/20/2011	318.00
15697	SOUTH CAMPUS STUDENT ACTIVITY	01/20/2011	1,000.00
15698	STAGES THEATRE COMPANY	01/20/2011	463.00
15699	Vendor Continued Check	01/20/2011	0.00
15700	STAPLES ADVANTAGE	01/20/2011	3,226.05
15701	STATE SUPPLY CO	01/20/2011	662.73
15702	STREAMLINE DESIGN INC	01/20/2011	180.00
15703	STUDENT SUPPLY	01/20/2011	677.70
15704	SUNDBERG, STEVEN M	01/20/2011	75.25
15705	SVAC, NICK	01/20/2011	108.00
15706	TDS METROCOM - MN	01/20/2011	3,609.17
15707	TECHNOLOGY FOR EDUCATION	01/20/2011	79.00
15708	TELIN TRANSPORTATION GROUP LLC	01/20/2011	4.43
15709	TENNANT, MELISA	01/20/2011	40.50
15710	THOMPSON, BENJAMIN	01/20/2011	77.00
15711	THORSHEIM, TAI	01/20/2011	129.00
15712	THYSENKRUPP ELEVATOR CORP	01/20/2011	600.84
15713	TIES	01/20/2011	470.89
15714	TIME FOR KIDS	01/20/2011	225.42
15715	TOUSSAINT, JANEL PHYLLIS	01/20/2011	218.25
15716	TRADE PRESS INC	01/20/2011	356.00

Check Nbr	Vendor Name	Check Date	Check Amount
15717	TRANE US INC	01/20/2011	581.00
15718	TRANS-MISSISSIPPI BIO SUPPLY	01/20/2011	28.64
15719	T.R.F. SUPPLY CO	01/20/2011	273.40
15720	TRI STATE BOBCAT	01/20/2011	206.64
15721	TRIGGS, CARLA	01/20/2011	171.00
15722	TROLLHAUGEN	01/20/2011	2,534.00
15723	TRUCK UTILITIES MFG CO	01/20/2011	11.00
15724	TRUSTED EMPLOYEES	01/20/2011	2,470.00
15725	TWO LITTLE HANDS PRODUCTIONS	01/20/2011	252.12
15726	ULTIMATE PHOTOGUIDE CS	01/20/2011	12.95
15727	CITY OF VADNAIS HEIGHTS	01/20/2011	1,670.71
15728	VARSITY SPIRIT FASHIONS	01/20/2011	447.80
15729	VASKE, MARY	01/20/2011	750.00
15730	VASKE, MARY	01/20/2011	2,266.01
15731	VAUGHN, DEBRA	01/20/2011	180.00
15732	VENBURG TIRE CO	01/20/2011	6.99
15733	VERIZON WIRELESS	01/20/2011	34.70
15734	VIKING INDUSTRIAL CENTER	01/20/2011	256.29
15735	VOLOGY	01/20/2011	1,000.00
15736	VSG	01/20/2011	103.78
15737	W E NEAL SLATE CO	01/20/2011	2,695.25
15738	WALCZYNSKI, KATHLEEN	01/20/2011	25.00
15739	WALKER, DEBBIE	01/20/2011	142.98
15740	WALLACE CARLSON PRINTING	01/20/2011	8,893.90
15741	WALSWORTH PUBLISHING CO	01/20/2011	5,535.00
15742	WASTE MANAGEMENT OF WI-MN	01/20/2011	13,255.12
15743	WHITE BEAR BOWL	01/20/2011	80.00
15744	WHITE BEAR LAKE (CITY OF)	01/20/2011	3,958.57
15745	WHITE BEAR LAKE (CITY OF)	01/20/2011	100.00
15746	WHITE BEAR LAKE ROTARY CLUB	01/20/2011	231.50
15747	WHITE BEAR LAKE SPORTS CENTER	01/20/2011	2,240.00
15748	WEDELL, THERESA	01/20/2011	75.00
15749	WEEKS, TIFFANY	01/20/2011	400.00
15750	WESTERN PSYCHOLOGICAL SERVICES	01/20/2011	218.90
15751	WILLCOXON JR, PETE	01/20/2011	647.70
15752	WINNICK SUPPLY	01/20/2011	62.75
15753	WINSOR LEARNING INC	01/20/2011	474.00
15754	WOLDEN, DEREK	01/20/2011	71.00
15755	WOODRICH III, WARD F	01/20/2011	72.00
15756	WORLDWIDE INTERPRETER SERVICE	01/20/2011	140.00
15757	XCEL ENERGY	01/20/2011	1,674.05
15758	XEROX CORPORATION	01/20/2011	994.97

392	Computer	Check(s) For a Total of	577,881.71
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Check Nbr	Vendor Name	Check Date	Check Amount
12574	TIME FOR KIDS	01/20/2011	225.42
15147	HOUGHTON MIFFLIN HARCOURT	01/20/2011	4,111.88
15273	SEIDL, MARILYN ANN	01/20/2011	100.00
15305	TROLLHAUGEN	01/20/2011	7,280.00
4	Void	Check(s) For a Total of	11,717.30

	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
	392	Computer	Checks For a Total of	577,881.71
Total For	392	Manual, Wire Tran, ACH & Computer	Checks	577,881.71
Less	4	Voided	Checks For a Total of	11,717.30
			Net Amount	566,164.41

PAYROLL

Check Nbr	Vendor Name	Check Date	Check Amount
15759	AIG	01/25/2011	5,748.82
15760	AMERICAN FUNDS	01/25/2011	69,660.57
15761	AMERICAN UNITED LIFE	01/25/2011	44,611.41
15762	AMERICAN UNITED LIFE	01/25/2011	1,500.00
15763	AMERIPRISE	01/25/2011	10,476.83
15764	AXA EQUITABLE	01/25/2011	14,536.87
15765	CIVIL COLLECTIONS UNIT	01/25/2011	30.00
15766	ECMC	01/25/2011	169.13
15767	EDUCATION MN ESI BILLING TRUST	01/25/2011	18,277.99
15768	GREATER TWIN CITIES UNITED WAY	01/25/2011	273.50
15769	IUOE #70	01/25/2011	2,155.80
15770	MESSERLI & KRAMER PA	01/25/2011	525.54
15771	METROPOLITAN LIFE	01/25/2011	3,993.76
15772	MILLENIUM CREDIT CONSULTANTS	01/25/2011	307.56
15773	MN CHILD SUPPORT	01/25/2011	1,890.00
15774	MN DEPT OF REVENUE	01/25/2011	196.00
15775	MN ENVIRONMENTAL FUND	01/25/2011	56.00
15776	MN MUSIC EDUCATORS ASSOC	01/25/2011	100.00
15777	Vendor Continued Check	01/25/2011	0.00
15778	MSNA	01/25/2011	150.00
15779	PITNEY BOWES	01/25/2011	651.00
15780	RAMSEY COUNTY SHERIFF	01/25/2011	97.75
15781	THE ROSE LAW FIRM, PLLC	01/25/2011	50.00
15782	SCHOOL SERVICE EMPLOYEES	01/25/2011	5,647.46
15783	US DEPT OF EDUCATION	01/25/2011	339.00
15784	VANGUARD SMALL BUSINESS SERVIC	01/25/2011	19,424.24
15785	WBLA EDUCATIONAL FOUNDATION	01/25/2011	807.00
27	Computer	Check(s) For a Total of	201,676.23

	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
	27	Computer	Checks For a Total of	201,676.23
Total For	27	Manual, Wire Tran, ACH & Computer	Checks	201,676.23
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		201,676.23

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: **February 14, 2011**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
\$100	Residential Mortgage Group	Willow Lane Elementary
\$1,000	White Bear Lake Lions Club	White Bear Lake Area Schools Archery Program
\$700	Target Field Trip Grant Program	White Bear Lake Area High School South Campus
\$50 for Athletic Programs	Fairview Health Services	White Bear Lake Area High School South Campus
\$3,000 for the Girls' Varsity Basketball Program	White Bear Lake Basketball Association	White Bear Lake Area High School Girls' Basketball
\$900	Outdoor Heritage Education Center, Inc.	White Bear Lake Area Schools Archery Program
\$5,000	Medtronic	White Bear Lake Area High School Robotics Club
\$86.55	Anonymous	White Bear Lake Area High School South Campus
\$100	Dan and Shannon Foley	White Bear Lake Area High School South Campus
\$100	Tim and Becky Bjorgum	White Bear Lake Area High School South Campus
\$100	Andy and Michon Sommers	Willow Lane Elementary School

RECOMMENDATION: Accept donations.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **February 14, 2011**

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 trip is 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	Cost and Source of Revenue	Means of Transportation	Purpose of Field Trip
Monday, 5/16/11- Thursday, 5/19/11 Camp Widjiwagan in Ely, Minnesota	Julie Stonehouse, Sarah Wagoner, Lori Felton	5 th Grade Team Matoska International	4	72	Cost to student: \$200	Coach buses (2) from MN Coaches, Inc.	Curriculum Goals: Awareness and appreciation of the natural environment and understanding of ecological concepts.

Recommendation: Administration recommends the School Board approve the field trip.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RETIREMENTS - CLASSIFIED STAFF

JUDY MCCORMICK – Principal Secretary, North Campus
Employed by District 624 since 08/24/1987
Effective Date: 06/30/2011

LYNN NELSON – Clerk Typist, North Campus
Employed by District 624 since 10/29/1987
Effective Date: 06/14/2011

RESIGNATIONS - CLASSIFIED STAFF

KAREN SAGER – Part-Time Cook, North Campus
Employed by District 624 since 09/02/2008
Effective Date: 02/11/2011

LORI SVOBODA – Regular Part-Time Cook, Matoska International
Employed by District 624 since 09/05/2006
Effective Date: 02/11/2011

RETIREMENTS - CERTIFIED STAFF

EILEEN GIBSON – Elementary Teacher, Vadnais Heights Elementary
Employed by District 624 since 09/26/1989
Effective Date: 06/10/2011

KENT PETERSON – Elementary Teacher, On Leave
Employed by District 624 since 08/21/1986
Effective Date: 06/10/2011

RESIGNATIONS - CERTIFIED STAFF

ERIK BUNCE – Science Teacher, On Leave
Employed by District 624 since 08/24/1998
Effective Date: 01/27/2011

TERRI ENGSTROM – Elementary Teacher, On Leave
Employed by District 624 since 08/25/2005
Effective Date: 01/24/2011

RESIGNATIONS - CERTIFIED STAFF

CATHERINE HIRA– Elementary Teacher, On Leave
Employed by District 624 since 08/27/2009
Effective Date: 02/01/2011

LAURIE PERRON– Special Education Teacher, On Leave
Employed by District 624 since 08/23/2001
Effective Date: 06/10/2011

JESSICA PLUIM– Elementary Teacher, On Leave
Employed by District 624 since 08/25/2005
Effective Date: 02/01/2011

MARY ROGERS– Elementary Teacher, On Leave
Employed by District 624 since 08/21/1997
Effective Date: 06/10/2011

SUSAN SEDRO– Elementary Teacher, On Leave
Employed by District 624 since 01/14/1991
Effective Date: 06/10/2011

LEAVE OF ABSENCE – CERTIFIED STAFF

ANNE HITTESDORF – Special Education Teacher, South Campus
Employed by District 624 since 08/21/2003
Effective Dates: 11/03/2010 through 01/21/2011

FULL-TIME LEAVES – CERTIFIED STAFF

DAVID LAMWERS – Grade 6 Teacher, Central Middle School
Employed by District 624 since 08/21/2003
Effective Date: 2011-2012 School Year

LINDSAY LAMWERS – Science Teacher, Sunrise Middle School
Employed by District 624 since 08/21/2003
Effective Date: 2011-2012 School Year

NEW PERSONNEL – CLASSIFIED STAFF

NICOLE GEHRMAN – Program Assistant Leader, Matoska International
\$11.85/hr. 5.00 hrs. /day 108 days \$6,399.00
Effective Date: 02/01/2011

NEW PERSONNEL – CLASSIFIED STAFF

DIANE OLMSTEAD – Part-Time Cook, Transition Plus
\$13.33/hr. 3.00 hrs. /day 93 days \$3,719.07
Effective Date: 01/20/2011

JEDIDIAH RADEBAUGH – Pupil Support Assistant, Oneka Elementary
\$15.85/hr. + .25 CP 6.00 hrs. /day 89 days \$8,597.40
Effective Date: 01/26/2011

NEW PERSONNEL - CERTIFIED STAFF – NON-AFFILIATED

MARY MCGRANE– District Student & Accountability Coordinator, District
\$28,736.00 (\$89,800.00 pro-rated @ 84 days)
Effective Date: 03/07/2011

LONG TERM SUBSTITUTES - CERTIFIED STAFF
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ROGER CHLEBECEK– Special Education Teacher, South Campus
MA, Step 12 \$10,221.01 (31 days)
Effective Dates: 02/07/2011 through 03/25/2011

HELEN CURPHEY-LARSON– Health Teacher, North Campus
MA+30, Step 12 \$12,231.74 (59 days)
Effective Dates: 01/19/2011 through 04/15/2011

JULEE ELLEFSEN– Social Studies Teacher, North Campus
BA, Step 2 \$8,557.38 (46 days)
Effective Dates: 01/31/2011 through 04/08/2011

JENNIE ENZ– School Psychologist, Vadnais Heights Elementary
MA+60, Step 6 \$6,319.44 M/W/F (24 days)
Effective Dates: 02/04/2011 through 04/08/2011

LISA ESBOLDT– Elementary Teacher, Matoska International
BA, Step 1 \$4,328.64 (24 days)
Effective Dates: 02/01/2011 through 03/04/2011

HILLARY HIPPEN– School Psychologist, Vadnais Heights Elementary
MA+60, Step 12 \$45.59 per hour T/TH (14 days)
Effective Dates: 02/03/2011 through 04/07/2011

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 new procedures for the six month (December, 2011 through May, 2011) Public Forum pilot.

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open for 30 minutes (3 minutes per speaker, 10 minutes per topic, and no more than 3 speakers per topic as a general rule. Comments should be brief, and repetition of other public comments should be avoided.
3. Those wishing to address the Board should fill out a card to be turned into the Clerk.
4. Questions may be asked on any topic, excluding 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 making the complaint.
6. An attempt will be made to answer questions. In those cases where an answer is not available or is not possible to give that evening, a phone call from someone in the administration will be made as a follow-up.
7. A handout on the purpose of school board meetings and the meeting process is available.
8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The Chair will attempt to reasonably honor requests to speak, but shall also exercise discretion to recognize time restraints and may limit the number of such presentations accordingly.

C. INFORMATION ITEMS

AGENDA ITEM: **Introduction of Chinese Exchange Teacher**
MEETING DATE: **February 14, 2011**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael Lovett. Superintendent**

Background:

In December we welcomed “Luke”, the Chinese name for Lin Cunfu, who joins us as our second exchange teacher from the Hangzhou Foreign Languages School. Last year Cao Li was with us as our first Chinese exchange teacher. In March, administrators from the Hangzhou Foreign Languages School visited our district. Our partnership with Hangzhou is part of a long partnership begun in 1987 between the Minnesota Department of Education and Zhejiang Province of China.

While Lin Cunfu is in White Bear Lake he will have the opportunity to teach our students preK-12 about Chinese language and culture. White Bear Lake Area School District teachers also have the opportunity to apply for a six month or one year exchange opportunity in Hangzhou.

During the month of December Luke visited classes at the high school, middle schools, and elementary schools to become more familiar with American school organization and familiar with White Bear Lake. In January he finished a three week residency at Sunrise Park Middle School and is currently at Vadnais Heights Elementary.

Luke is being hosted by a family in Vadnais Heights who have children at Vadnais Heights Elementary and Sunrise Park Middle School.

AGENDA ITEM: **Update on Partnerships**
MEETING DATE: **February 14, 2011**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael Lovett. Superintendent**

Background:

This evening we will highlight two of our partnerships in the area of expanded student opportunities through improved facilities and programing.

First, we will highlight the remarkable programmatic improvements that have been available with the opening of the **White Bear Lake Area Schools/YMCA Aquatic Center** at the YMCA site on Orchard Lane, two blocks south of South Campus.

Second, we will highlight opportunities available through the **Vadnais Heights Sports Center**.

White Bear Lake Area Schools Activities Director Tim Herrman will have the lead role in the presentation and update.

AGENDA ITEM: Superintendent's Report
MEETING DATE: February 14, 2011
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: **District's Analysis of June 30, 2010 Audit**

MEETING DATE: **February 14, 2011**

SUGGESTED DISPOSITION: **Discussion Item**

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

Background:

At our last meeting, Jim Eichten, of MMKR, presented the audit report for the year ending June 30, 2010.

Administration has prepared its analysis of the audit report which will be presented at tonight's meeting.

Recommendation:

It is recommended that the School Board receive the report.

AGENDA ITEM: **First Reading of Policy 711,
Video Recording on School Busses**

MEETING DATE: **February 14, 2011**

SUGGESTED DISPOSITION: **Discussion Item**

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

Background:

School Board Policy 711, Video Recording on School Busses, has been reviewed by the School Board Policy Committee. The proposed changes are consistent with those recommended by MSBA.

David Law, Chuck Corliss and I have met to discuss implementation plans for this policy. We believe that we will be able to have video recording devices installed on our activity busses during the upcoming spring break.

We have also looked at the larger picture of installing devices on all busses used within the White Bear Lake Area School District. We believe that the latest technology, one that facilitates the review process and a more reasonable downloading time, will be available in time to outfit our remaining busses by the beginning of school next fall.

Recommendation:

To review the policy and provide suggestions or feedback to the administration, which the policy placed on the March 7, 2011 School Board meeting agenda or subsequent meetings as an operational item for action.

Adopted: December 9, 1996
Revised: September 8, 1997
Revised: December 10, 2001

*White Bear Lake Area
School Board Policy 711*

711 VIDEOTAPING RECORDING ON SCHOOL BUSES

I. PURPOSE

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The behavior of students on the bus is a significant factor in the safety and efficiency of school bus transportation. Student misbehavior increases the potential risks of injury. Therefore, the school district believes that videotaping recording passengers on the school bus will encourage good behavior and, as a result, promote safety. The purpose of this policy is to allow the establishment of a school bus videotaping recording system.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. Each and every school bus owned, leased, contracted and/or operated by the school district may be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded on tape.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted and/or operated by the school district, but video cameras may be rotated from bus to bus without prior notice to drivers or students.
3. Video cameras may be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

B. Use of Videotaping Recording

1. A videotaping recording of the actions of student passengers may be used by the school district as evidence in any disciplinary action brought against any student, arising out of the student's conduct on the bus.
2. A videotaping recording will be released ~~to the public~~ only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and the rules and/or regulations promulgated thereunder.

3. A videotaping recording will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.
4. A videotaping recording will be retained by the school district ~~for a period of six (6) weeks~~ until relooped or until the conclusion of the disciplinary proceedings in which the video ~~tape~~ recording is used for evidence.

NOTE: School districts should review their record retention policies/schedules as to the stated retention period for school bus video recordings. The retention time period in the retention schedule should be consistent with the retention time period set forth in this policy. The January 200 School District General Records Retention Schedule, adopted by many school districts, provides that building security/transportation video recordings are to be retained until relouped.

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §121A.585 (Notice of Recording Device)
Minn. Stat. § 138.17 (Government Records, Administration)
Minn. Rules Pts. 1205.0100-1205.2000 (Data Practices).
20 U.S.C. 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. Sees. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross Reference: WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
MSBA Service Manual, Chapter 10 2, Transportation

AGENDA ITEM: School Board Policy 712, Video Surveillance Other Than On Buses

MEETING DATE: February 14, 2011

SUGGESTED DISPOSITION: Discussion Item

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

Background:

School Board Policy 712, Video Surveillance Other Than on Buses, has been reviewed by the School Board Policy Committee. 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 March 7, 2011 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: December 9, 1996

Revised: September 8, 1997

*White Bear Lake Area
School Board Policy 712*

712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

[See Policy 711 for Videotaping Recording on School Buses]

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The school board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras or with a fully enclosed box for placement and operation of a video camera.
2. Video surveillance may occur in any school district building or on any school district property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

B. Use of Videotaping Recording

1. Videotapes recording will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A videotaping recording of the actions of students may be used by the school district as evidence in any disciplinary action brought against any student.

3. A videotaping recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and the rules and/or regulations promulgated thereunder.
4. A video recording will be retained by the school until relooped or until the conclusion of the disciplinary proceedings in which the video recording is used for evidence.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § ~~123.7992~~ 121A.585 (Notice of Recording Device)
Minn. Stat. § 609.746 (Interference with Privacy)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. ~~Sees.~~ §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross Reference: WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Videotaping Recording on School Buses)
MSBA Service Manual, Chapter ~~10~~ 2, Transportation

E. OPERATIONAL ITEMS

AGENDA ITEM: School Calendars for 2011-2012 and 2012-2013
MEETING DATE: February 14, 2011
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON: Christina Picha, Director of Human Resources

Background:

Calendar proposals are attached for school years 2011-2012 and 2012-2013. After meeting and conferring with administrators, teachers, parents and community members, we are recommending these proposed calendars for School Board approval.

The calendar process is considered to be one of the most challenging processes because we can't make everyone happy. I appreciate the committee's hard work, innovation and diligence in developing the calendar proposals. Please let me know if you have any questions about the enclosed calendar proposals.

Recommendation:

The administration is recommending the School Board approve the school calendars for 2011-12 and 2012-13 as attached..

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2011-2012 Staff Calendar

DRAFT FOR 2/14/11 BRD MTG

JULY, 2011

M	T	W	TH	F
				1
4	5	5	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUGUST, 2011

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24 New Teachers	25 New Teachers	26
29 Prof Dev	30 Prof Dev	31 Tchr Prep		

1.5 Prof Dev

1.5 Tchr Prep

OCTOBER, 2011

M	T	W	TH	F
3	4	5	6	7
10	11	12	13 Pre K-12 Conf evening (3 hrs)	14 No School Pre K-12 Conf (8 hrs)
17 Pre K-5 Conf evening (3 hrs)	18 6-12 Conf evening (3 hrs)	19 No School State Tchr Prof Mgs	20 No School State Tchr Prof Mgs	21 No School State Tchr Prof Mgs
24	25	26	27	28
31				

18 Student Contact

2 Conference Days

58 Student Days

2.5 Staff Development Days

SEPTEMBER, 2011

M	T	W	TH	F
			1 Convocation n/P D	2
5 No School (Labor Day)	6 1st Day of School Gr 1-12 K/K+ Orient	7 K / K+ Orientation	8 1st Day of School K/K+	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

19 Student Contact

1 Holiday

.5 Prof Dev

.5 Tchr Prep

NOVEMBER, 2011

M	T	W	TH	F
	1	2	3	4
7	8	9	10 End of Qtr (45 days)	11 No School Prof Dev
14	15	16	17	18 Tchr Prep
21	22	23	24 No School	25 No School
28	29	30		

19 Student Contact

.5 Prof Dev

.5 Tchr Prep

2 Holidays

2.5 Teacher Prep Days

2 Conference Days

4 Holidays

DECEMBER, 2011

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23 No School Winter Break PreK-12
No School 26 Winter Break PreK-12	27	28	29	30

16 Student Contact

1 Holiday

4 Holidays

2 Conference Days

2 Conference Days

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2011-2012 Staff Calendar

DRAFT FOR 2/14/11 BRD MTG
MARCH, 2012

JANUARY, 2012

M	T	W	TH	F
No School 2	School Resumes 3	4	5	6
9	10	11	12	13
No School MLK Jr Day 16 Prof Dev	17	18	19	20 End of Qtr (40 days)
No School Tchr Prep 23	24	25	26	27
30	31			

19 Student Contact 1 Prof Dev 1 Tchr Prep 1 Holiday

APRIL, 2012

M	T	W	TH	F
2	3	4	5 End of Qtr (45 days)	6 No School
No School Prof Dev 9	10	11	12	13
Tchr Prep	16	17	18	19
23	24	25	26	27
30				

19 Student Contact .5 Prof Dev .5 Tchr Prep 1 Holiday

FEBRUARY, 2012

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20 No School (President's Day)	21	22	23	24
27	28	29		

20 Student Contact 1 Holiday

MAY, 2012

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
No School 28 (Memorial Day)	29	30	31	

22 Student Contact 1 Holiday

500 Student Days

1.5 Staff Development Days

3.5 Teacher Prep Days

2 Conference Days

4 Holidays

M	T	W	TH	F
			No School Tchr Prep (8 hrs)/Conf 3 hrs eve	No School Conferences AM & PM (8 hrs)
5 Conf evening (3 hrs)?	6 Conf evening (3 hrs)?	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Spring Break

15 Student Contact 2 Conf Days 1 Tchr Prep

JUNE, 2012

M	T	W	TH	F
				1
4	5	6	7 Last day of School for Students End of Qtr (42 days)	8 No School Teacher Prep/Grad uation
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

5 Student Contact

1 Tchr Prep

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2012-2013 Staff Calendar

DRAFT

JULY, 2012

M	T	W	TH	F
	1	2	3	4
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

AUGUST, 2012

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	New Teachers	23 New Teachers	24
27 Prof Dev	28 Prof Dev	29 Tchr Prep	30 Convocatio n/P D	31 Tchr Prep

SEPTEMBER, 2012

M	T	W	TH	F
No School (Labor Day)	4 1st Day of School Gr 1-12 K / K+ Orien	5 K / K+ Orientation	6 1st Day of School K/K+	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

OCTOBER, 2012

M	T	W	TH	F
1	2	3	4	5
8	9	10	11 Pre K-12 Conf evening (3 hrs)	12 No School Pre K-12 Conf (8 hrs)
15 Pre K-5 Conf evening (3 hrs)	16 6-12 Conf evening (3 hrs)	17 No School State Tchr Prof Mtgs	18 No School State Tchr Prof Mtgs	19 No School State Tchr Prof Mtgs
22	23	24	25	26
29	30	31		

NOVEMBER, 2012

M	T	W	TH	F
			1	2
5	6	7	8 End of Qtr (45 days)	9 No School Prof Dev
12	13	14	15	16 Tchr Prep
19	20	21	22 No School	23 No School
26	27	28	29	30

19 Student Contact 1 Holiday

2 Prof Dev 2 Tchr Prep

DECEMBER, 2012

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
No School 24 Winter Break PreK-12	25	26	27	28

15 Student Contact

19 Student Contact .5 Prof Dev .5 Tchr Prep 2 Holidays

20 Student Contact

2 Conf Days

73 Student Days

2.5 Staff Development Days

2.5 Teacher Prep Days

2 Conference Days

3 Holidays

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2012-2013 Staff Calendar

DRAFT

JANUARY, 2013

M	T	W	TH	F
31 No School Winter Break PreK-12	1 No School	2 School Resumes	3	4
7	8	9	10	11
14	15	16	17 End of Qtr (40 days)	18 No School Tchr Prep
21 No School MLK Jr Day Prof Dev	22	23	24	25
28	29	30	31	

20 Student Contact 1 Prof Development 1 Tchr Prep 2 Holidays

FEBRUARY, 2013

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18 No School (Presidents' Day)	19	20	21	22
25	26	27	28 No School Tchr Prep (8 hrs)/Conf 3 hrs eve	

18 Student Contact 1 Tchr Prep 1 Holiday .5 Conference Days

MARCH, 2013

M	T	W	TH	F
				1 No School Conferences (AM & PM (8 hrs))
4 Conf evening (3 hrs)??	5 Conf evening (3 hrs)??	6	7	8
11	12	13	14	15
18	19	20	21	22
25 No School Spring Break	26	27	28	29 No School

15 Student Contact 1.5 Conference Days 1 Holiday

APRIL, 2013

M	T	W	TH	F
1 No School Spring Break	2	3	4	5 End of Qtr (45 days)
8 No School Prof Dev Tchr Prep	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

20 Student Contact .5 Prof Development .5 Tchr Prep

MAY, 2013

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27 No School (Memorial Day)	28	29	30	31

22 Student Contact 1 Holiday

JUNE, 2013

M	T	W	TH	F
3	4	5	6 Last day of School for Students End of Qtr (42 days)	7 No School Teacher Prep/Grad uation
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

4 Student Contact 1 Tchr Prep

1.5 Staff Development Days

99 Student Days

3.5 Teacher Prep Days

2 Conference Days

5 Holidays

AGENDA ITEM: School Board Policy 541, Tutoring of Students

MEETING DATE: February 14, 2011

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): David Law, Assistant Superintendent
Dave Guenther, Director of Community Services and Recreation

Background:

School Board Policy 541, Tutoring of Students, is a new policy this year. This policy will clarify when and how parents can arrange for private tutoring through the school district. This policy will also provide guidance for teachers who support students outside of school hours.

This policy has been reviewed by building principals, White Bear Lake Teachers' Association, Community Education, and the School Board Policy Committee. Policy 541 had a first reading at the January 10, 2011 School Board meeting.

Our intent is to communicate changes this spring and to implement this policy on June 13, 2011.

Recommendation: To approve Policy 541, Tutoring of Students, as recommended by the administration.

NEW POLICY

541 TUTORING OF STUDENTS

I. PURPOSE

The School Board believes that every student should be encouraged and supported to achieve academic excellence. In order to meet this goal, the district is committed to providing students with targeted instruction as this need arises.

II. DEFINITIONS

- A. “Paid tutor” refer to an instructor or other employee who gives additional, special, or remedial instruction to students, and receives some financial remuneration for tutoring, from any source, which could include the student, the student’s family, the School District, or a third party.
- B. “Tutor” means an instructor or other employee who gives additional, special, or remedial instruction to students.
- C. “Volunteer tutor” is an instructor or other employee who gives additional, special, or remedial instruction to students at no cost to the student, to the student’s family, or to the district, and who receives no financial remuneration for tutoring.

III. GENERAL PROCEDURES

White Bear Lake Area Schools recognizes that tutorial help can be provided in many ways, some of which are appropriate, and some of which are perceived as a “conflict of interest” and should be avoided.

- A. In making a professional judgment, teachers should be governed by other school district policies, and by the *Code of Ethics for Minnesota Teachers*, which provides, in part: “A teacher shall not use professional relationships with students, parents, and colleagues, to private advantage”. (8700.7500 subpart 2 E)
- B. Other employees should be governed by the same expectations described in III A.
- C. Tutorial help provided to a student before and after school during a teacher’s duty hours is encouraged. No extra pay is authorized by the District, because such help is considered a part of the annual teacher’s contract, and is part of the District’s responsibility to the student.

- D. Tutoring instruction provided to students who are assigned to an employee's daytime class for private pay before or after regular duty hours is strongly discouraged in White Bear Lake Area Schools, and is prohibited on school grounds.

Providing tutorial instruction for private pay to a student who is assigned to an employee's class during the regular workday may well be a "conflict of interest," even though the service is rendered by the employee outside his or her regular duty day.

- E. Provision of paid tutoring to students who are not assigned to an employee's class during the regular duty day raises fewer conflicts of interest or other ethical questions, but is also subject to the *Teacher Code of Ethics*.

Provision of paid tutoring to a former student such as might occur in the summer months or in years following regular classroom instruction would be subject to the *Teacher Code of Ethics*, and to section V of this policy.

IV. TUTORING OF WHITE BEAR LAKE STUDENTS AT SCHOOL SITES

- A. Volunteer tutoring is permitted in the schools under the direction of the school principal. Volunteer tutors must meet the qualifications in place for all district volunteers.
- B. Paid tutoring at school sites is permitted only through the coordination of the School District, either when coordinated by White Bear Lake Area Community Services and Recreation Department or through state supported remediation programs such as Targeted Services. No paid tutoring on school sites is permitted other than those coordinated through the district.

V. OTHER CONSIDERATIONS

- A. An employee is authorized to provide paid tutoring that would otherwise not be acceptable under this policy under the following circumstances:
 - 1. In situations such as homebound instruction, the district is authorized to provide paid tutoring, and the employee is assigned by the principal or other supervisor to provide the tutoring with the added compensation paid to the employee by the District.
 - 2. Other compelling circumstances authorized by the District administration in writing and in advance.
- B. Employees who are considering engaging in paid tutoring outside of District-coordinated tutoring, and anticipate serving students of the School District, are advised to disclose their plans in advance to the employee's supervisor.

Cross References: Policy # 404, Employee Background Checks
Policy # 515, Protection and Privacy of Pupil Records
Code of Ethics for Minnesota Teachers
(Minnesota Rules, 8700.7500)

AGENDA ITEM: Student Teacher Agreement with University of Wisconsin-Stout

DATE: February 14, 2011

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Chris Picha, Director of Human Resources

BACKGROUND:

The attached contract allows White Bear Lake Area School District to enter into an agreement with the University of Wisconsin-Stout for the placement of PreK-12 student teachers, which is consistent with School Board Policy 499.

RECOMMENDATION:

The administration recommends the School Board to accept the student teacher agreement with University of Wisconsin-Stout.

STUDENT TEACHER AGREEMENT

This Agreement ("Agreement") is made and effective as of the 13th day of December, 2010, by and between the Board of Regents of the University of Wisconsin System on behalf of the University of Wisconsin-Stout, a post-secondary education institution located in Menomonie, Wisconsin (hereafter referred to as "College"), and Independent School District No. 624, White Bear Lake Area Schools (hereafter referred to as "District"). The College and District are hereinafter collectively referred to as "the parties."

WHEREAS, it is the policy of the District to encourage the utilization of student teachers through agreements with approved teacher preparation institutes; and

WHEREAS, the College wishes to enter into an agreement with the District so that Student Teacher may student teach in the District,

NOW, THEREFORE, in mutual consideration of the promises and covenants contained in this Agreement, the parties hereby agree as follows:

1. **Term.** The term of this Agreement will begin on January 1, 2011, and will end on December 31, 2012, or earlier, at the sole discretion of the District.
2. **No Employment Relationship with the District.** The parties understand and agree that any services which the Student Teacher provides to the District will be purely on a volunteer basis insofar as the District is concerned. The Student Teacher is not and will not become an employee or independent contractor of the District and the District will not provide the Student Teacher any compensation, insurance coverage, or other employment benefits.
3. **No Partnership or Joint Venture with the District.** Nothing in this Agreement shall be construed to create a partnership or joint venture between the parties. The parties are not authorized and shall have no power under this Agreement to take any action that could legally bind the other beyond the express terms of this Agreement.
4. **Absolute Right to Termination of Student Teaching Services.** The parties understand that this Agreement may be terminated at any time, effective immediately. Such termination may be with or without cause, and with or without prior warning. All parties recognize that student teaching in the District is a privilege, not a right, and that no due process rights attach to the termination of student teaching in the District.
5. **Criminal Background Check.** Consistent with School District Policy No. 404 and Minnesota Statutes section 123B.03, subdivision 1(c), the Student Teacher must successfully complete a criminal background check before performing any student

teaching duties in the District. The Student Teacher must provide the District with an executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting the criminal history background check. The Student Teacher has a continuing obligation to inform the District of any criminal matters pending or against the Student Teacher during the term of this Agreement.

6. Data Privacy Laws. The Student Teacher understands that during the performance of student teaching duties, the Student Teacher will have access to private educational data. The Student Teacher understands that the collection, maintenance, and dissemination of "educational data" and "educational records" are governed by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, the Minnesota Government Data Practices Act, Minnesota Statutes section 13.32, and the regulations and rules implementing those statutes and agrees to comply with all of these laws.

7. Compliance with All Laws, Policies, Rules, and Regulations. While serving as a student teacher in the District, the Student Teacher agrees to read and comply with all District policies, rules, and regulations. Such policies specifically include, but are not limited to, School Board Policy No. 413, Harassment and Violence, School Board Policy 414 Mandated Reporting of all Child Neglect, Physical or Sexual Abuse; School Board Policy 418, Drug-Free and Alcohol Free Workplace; School Board Policy No. 423 Employee-Student Relationships; School Board Policy No. 499, Student Teaching; School Board Policy 507, Corporal Punishment; School Board Policy No. 515, Protection and Privacy of Pupil Records; School Board Policy No. 521, Student Disability Non-Discrimination; School Board Policy No. 522, Student Sex Non-Discrimination and School Board Policy 528, Student, Parental, Family and Marital Status Non-Discrimination. The Student Teacher also agrees to comply with all applicable federal, state, and local laws, including, but not limited to, the Minnesota Code of Ethics for Teachers, Minnesota Rule 8700.7500.

8. Indemnification. Each party agrees to hold the other harmless from any loss, claim, damage, or liability of any kind involving arising out of or in connection with this Agreement, except to the extent that it is founded upon or grows out of the acts or omissions of any of the officers, employees or agents of the other party while acting within the scope of the employment where protection is afforded by § 893.82 and 895.46(1), Wis Stats. The liability of the District shall be governed by the provisions of Minnesota Statutes Chapter 466, and other applicable law.

9. Waiver of Liability. ~~In consideration of being accepted for a student teaching opportunity in the District, the Student Teacher, their heirs, executors and administrators waive any and all claims for damages against the District, its employees, agents, and officials, and to release the District from any and all liability for any loss, damage,~~

DM
1-4-2011
CWP
1-11-11

AGENDA ITEM: Student Teacher Agreement with University of North Dakota

DATE: February 14, 2011

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Chris Picha, Director of Human Resources

BACKGROUND:

The attached contract allows White Bear Lake Area School District to enter into an agreement with the University of North Dakota for the placement of PreK-12 student teachers, which is consistent with School Board Policy 499.

RECOMMENDATION:

The administration recommends the School Board to accept the student teacher agreement with University of North Dakota.

STUDENT TEACHER AGREEMENT

This Agreement ("Agreement") is made and effective as of the 6th day of January, 2011, by and between, the College of Education and Human Development of the **University of North Dakota**, a post-secondary education institution located in Grand Forks, ND (hereafter referred to as "University"), and Independent School District No. 624, White Bear Lake Area Schools (hereafter referred to as "District"). The University and District are hereinafter collectively referred to as "the parties."

WHEREAS, it is the policy of the District to encourage the utilization of student teachers through agreements with approved teacher preparation institutes; and

WHEREAS, the University wishes to enter into an agreement with the District so that Student Teacher may complete field experience and student teach in the District,

NOW, THEREFORE, in mutual consideration of the promises and covenants contained in this Agreement, the parties hereby agree as follows:

1. **Term.** The term of this Agreement will begin on August 1, 2010, and will end on July 31, 2012, or earlier, at the sole discretion of the District.
2. **No Employment Relationship with the District.** The parties understand and agree that any services which the Student Teacher provides to the District will be purely on a volunteer basis insofar as the District is concerned. The Student Teacher is not and will not become an employee or independent contractor of the District and the District will not provide the Student Teacher any compensation, insurance coverage, or other employment benefits.
3. **No Partnership or Joint Venture with the District.** Nothing in this Agreement shall be construed to create a partnership or joint venture between the parties. The parties are not authorized and shall have no power under this Agreement to take any action that could legally bind the other beyond the express terms of this Agreement.
4. **Absolute Right to Termination of Student Teaching Services.** The parties understand that this Agreement may be terminated at any time, effective immediately. Such termination may be with or without cause, and with or without prior warning. All parties recognize that student teaching in the District is a privilege, not a right, and that no due process rights attach to the termination of student teaching in the District.
5. **Criminal Background Check.** Consistent with School District Policy No. 404 and Minnesota Statutes section 123B.03, subdivision 1(c), the Student Teacher must successfully complete a criminal background check before performing any student teaching duties in the District. The Student Teacher must provide the District with an

executed criminal history consent form and a money order or check payable to the District in an amount equal to the actual cost of conducting the criminal history background check. The Student Teacher has a continuing obligation to inform the District of any criminal matters pending or against the Student Teacher during the term of this Agreement.

6. Data Privacy Laws. The Student Teacher understands that during the performance of student teaching duties, the Student Teacher will have access to private educational data. The Student Teacher understands that the collection, maintenance, and dissemination of "educational data" and "educational records" are governed by the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, the Minnesota Government Data Practices Act, Minnesota Statutes section 13.32, and the regulations and rules implementing those statutes and agrees to comply with all of these laws.

7. Compliance with All Laws, Policies, Rules, and Regulations. While serving as a student teacher in the District, the Student Teacher agrees to read and comply with all District policies, rules, and regulations. Such policies specifically include, but are not limited to, School Board Policy No. 413, Harassment and Violence; School Board Policy 414 Mandated Reporting of all Child Neglect, Physical or Sexual Abuse; School Board Policy 418, Drug-Free and Alcohol Free Workplace; School Board Policy No. 423 Employee-Student Relationships; School Board Policy No. 499, Student Teaching; School Board Policy 507, Corporal Punishment; School Board Policy No. 515, Protection and Privacy of Pupil Records; School Board Policy No. 521, Student Disability Non-Discrimination; School Board Policy No. 522, Student Sex Non-Discrimination and School Board Policy 528, Student, Parental, Family and Marital Status Non-Discrimination. The Student Teacher also agrees to comply with all applicable federal, state, and local laws, including, but not limited to, the Minnesota Code of Ethics for Teachers, Minnesota Rule 8700.7500.

8. Duties

a. The University Agrees:

- 1.1 To be responsible for meeting program accreditation requirements.
- 1.2 To provide a field based instruction manual to the District/School and students that outlines standards of performance and guidelines for the teaching experience.
- 1.3 To inform students of the private and confidential nature of all District and student records.

- 1.4 To assign a contact person who will serve as a liaison between the District and the University.
- 1.5 To inform the students that they must adhere to the administrative policies and procedures of the School.
- 1.6 In the case of student teaching, to pay a stipend to the school in an amount agreed upon by both parties. No extra amounts will be paid for conferences or other activities that demand the time of cooperating teacher in carrying out his or her obligation as a cooperating teacher. No stipends are paid for field experiences.

b. The District Agrees:

- 1.1 To provide students of the University an opportunity to work cooperatively in a teacher-learning situation with a teacher certified by the state in which the District is located.
- 1.2 To supervise and instruct the students during the experience.
- 1.3 To conduct student performance evaluations as directed by the University.
- 1.4 To notify the University immediately if a student is not performing satisfactorily. The School will follow any oral notice made under this paragraph with a written memorandum.
- 1.5 To orient students to the District and its policies, procedures, rules and regulations applicable to their conduct while in the District.
- 1.6 To supply the University with copies of any policies or procedures with which the students will be expected to comply.

c. The University and the School Agree:

- 1.1 That the number of University student teachers placed in the District, the duration and the timing of the experience shall be mutually agreed upon.
- 1.2 To collaborate in identifying specific experience objectives, the student assignments, and learning activities for each student placed in the District.

9. Indemnification. Each party agrees to hold the other harmless from any loss, claim, damage, or liability of any kind involving or arising out of or in connection with

this Agreement, except to the extent that it is founded upon or grows out of the acts or omissions of any of the officers, employee or agents of the other party while acting within the scope of the employment where protection is afforded by chapter 32-12.2 of the North Dakota Century Code.

10. **Notices.** All notices or other communications purporting to exercise or otherwise affect rights and duties under this Agreement shall be given by registered or certified mail, addressed to both parties as indicated below, and are complete on the date mailed.

UNIVERSITY:

Barbara Combs, Ph.D., Associate Dean
University of North Dakota
College of Education & Human Development
231 Centennial Drive, Stop 7189
Grand Forks, ND 58202-7189

DISTRICT:

Christina K. Picha, Director of HR
White Bear Lake Area Schools
Dept of HR
4855 Bloom Avenue
White Bear Lake, MN 55110

11. **Modifications.** No variations, modifications, or waivers of any provision of this Agreement shall be valid unless all parties agree to the change in writing, as evidenced by a duly signed addendum to this Agreement.

12. **Entire Agreement.** The parties expressly understand and agree that the terms of this Agreement are contractual and as set forth herein constitute the entire agreement of the parties. Except as stated in this Agreement, no party has relied on any statement, promise, inducement, or representation of the other. This Agreement supersedes any and all prior statements and agreements between the parties relating to the subject matter contained herein.

By signing below, each party acknowledges that it has reviewed this Agreement and that it fully understands and agrees to all the terms set forth in this Agreement.

UNIVERSITY OF NORTH DAKOTA

01/06/11
Date

Barbara E. Combs
(Authorized Signature)

Barbara E. Combs
Associate Dean

**INDEPENDENT SCHOOL DISTRICT
No. 624, WHITE BEAR LAKE AREA
SCHOOLS**

Date

Lori Swanson

Board Chair

Date

Cathy Storey

Board Chair

AGENDA ITEM: Early Childhood Mental Health Collaborative Services

MEETING DATE: February 14, 2011

SUGGESTED DISPOSITION: Operational Agenda Item

CONTACT PERSON(S): Kathleen Daniels- Director of Special Services
Margie McMahon- Early Childhood Supervisor

**CONTRACT FOR SERVICES WITH JOINING HANDS
CHILD AND FAMILY COUNSELING SERVICES, LLC**

A portion of the Federal ARRA Funds (Stimulus Funds) have been allocated in part, to support services in Early Childhood Education in improve outcomes for infants, toddlers and children with disabilities.

The attached contract is proposed with Joining Hands Child and Family Counseling Services, LLC to provide early childhood mental health services to children ages birth through four years and to their families. These children may have serious emotional and/or behavioral concerns which are impacting their development. Exhibits include: program description (Exhibit A) and compensation schedule (Exhibit B). The effective dates are from March 1, 2011 though August 19, 2011.

Recommendation: Take action to approve the attached contract between White Bear Lake Area Public Schools and Joining Hands Child and Family Counseling Services, LLC.



**COLLABORATIVE AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT #624 EARLY CHILDHOOD PROGRAM
AND JOINING HANDS CHILD AND FAMILY COUNSELING SERVICES, LLC**

White Bear Lake Area Schools

4855 Bloom Avenue

**White Bear Lake, MN 55110
651-407-7563**

**JOINING HANDS CHILD AND
FAMILY COUNSELING
SERVICES, LLC
1711 W. County Rd B,
Suite 113 S,
Roseville, MN 55113
612-234-2719**

This agreement is between Independent School District #624 Early Childhood Program ("District") and JOINING HANDS CHILD AND FAMILY COUNSELING SERVICES, LLC. The term of this Agreement is for the time period of February 14, 2011 through August 19, 2011.

I. PURPOSE STATEMENT

The purpose of this Agreement is to establish working procedures between the above stated programs for the provision of services to District early childhood programs including but not limited to students, ages b – 5 years, enrolled in ECFE (Early Childhood Family Education), Play and Learn preschool, School Readiness/Title I preschool, ECSE (Early Childhood Special Education), and Head Start services in District locations (Normandy Park Education Center, Tamarack Nature Center's My Nature School, and Hugo Elementary), homes within the District community, and/or childcare centers within the District community (outside sites as appropriate) in compliance with Federal and State laws and regulations.

II. SERVICES TO BE PERFORMED

Consultant agrees to provide the services as described in "Exhibit A," which is attached hereto and made a part of this Agreement.

III. COMPENSATION

1. In consideration of the full and complete performance of the agreed services, the District agrees to compensate the Consultant no more than Twenty Thousand and NO/Dollars (\$20,000.00) in bi-monthly payments as described in "Exhibit B," which is attached hereto and made a part of this Agreement. It is understood that all Federal, State and local taxes are included in the cost of Consultant's services.

Consultant shall invoice the District in the amount of One Thousand Six Hundred Sixty-Six and 67/100 Dollars (\$1666.67) for the services performed every two weeks beginning in March 2011 where a cash advance will be made by District on March 2011 in the amount of \$1666.67, and the District shall pay such invoice on date as delineated in Exhibit B. This payment will include the Consultant's mileage.

2. The District and Consultant acknowledge and agree that Consultant is an independent contractor and not an employee of the District, and that the Consultant nor its agents will have any authority to bind the District or otherwise incur liability on behalf of the District within express delegation of authority by the District. The District shall have no obligation to provide any employee benefits or privileges of any kind or nature to Consultant, including, without limitation, insurance benefits (medical, liability or workers' compensation), salary, taxes, mileage, pension benefits, or the like.
3. The Consultant is not entitled to access private or confidential data maintained by the School District, including, but not limited to, private personnel data and private student data, unless state or federal law allows such access or by proper parent/guardian consent. Consultant agrees that any information Consultant receives or reviews concerning the School District, including, but not limited to, any information concerning student files, School District operations and business activities, and any other information of which the Consultant may obtain knowledge or access from the School District during Consultant's performance hereunder (hereinafter "Confidential Information") is private data to the School District and under the data privacy statutes. The Consultant agrees to hold in confidence and not to directly or indirectly reveal, report, publish, disclose or transfer any of the non-directory information to any person or entity, or utilize any of the non-directory information for any purpose, except as necessary to perform Consultant's obligations under this Agreement or as otherwise may be agreed in writing in advance between the District and Consultant. Prior to disclosure of non-directory information to any of its employees or other authorized persons, Consultant agrees to obtain an appropriate agreement, containing all of the elements set forth herein, from those persons to whom such information is disclosed or who otherwise gain access to such information to maintain the confidentiality of non-directory information. Consultant further agrees to indemnify the School District

against any loss or liability resulting from, or arising in connection with, unauthorized use or disclosure of non-directory information by Consultant.

4. Confidential information shared and collected by District and Consultant shall be maintained in compliance with HIPPA and FERPA regulations.
5. A Reciprocal Release of Information shall be executed by District, Consultant, and all other related agencies in order to share information regarding students and to hold meetings with parents/guardians.
6. Consultant acknowledges and agrees that it and its employees and agents that are assigned to perform services under this Agreement shall comply with all District policies and with any amendments to those policies that are made during the term of this Agreement.
7. The District's sole authorized representative in matters relating to this Agreement is Margie McMahon, Early Childhood Supervisor unless Consultant is notified in writing of an additional or substitute representative. Said Representative shall have final authority for acceptance of Consultant's services as satisfactory.
8. Consultant hereby represents and warrants that it:
 - a. Is not subject to any restrictions whatsoever which would prevent it from entering into or carrying out the provisions of this Agreement;
 - b. Possesses all licenses, permits, approvals and other certificates necessary and required for performing the services pursuant to this Agreement;
 - c. Possesses the proper skill, training, experience and background so as to be able to perform this Agreement in a competent and professional manner; and
 - d. Has full authority to enter into this Agreement and consummate the transaction contemplated hereto.
9. The Consultant hereby agrees to indemnify and hold harmless the District, its administration, school board, employees and agents (the "Indemnified Parties"), from and against any and all claims, liabilities, losses, damages, judgments, penalties or expenses (including reasonable attorney's fees and litigation expenses), to the extent such claims, liabilities, losses, damages, judgments, penalties or expenses are caused by negligent acts of the Consultant. Consultant shall, at its own expense, procure and maintain professional liability insurance against such claims listing District as an additional insured (documentation of named insured to be provided to District) in amounts reasonably satisfactory to the District.
10. Early termination of this Agreement may occur under the following conditions:

- a. Unilateral Termination. During the term of this Agreement, either party may unilaterally terminate the Agreement, for any reason, by thirty (30) days prior written notice of the intent to terminate.
 - b. Breach. If either party breaches any of its promises or covenants under this Agreement and fails to cure the same within ten (10) calendar days after receipt of written notice of the breach by the other party, the non-breaching party may terminate this Agreement upon thirty (30) days written notice to the breaching party.
11. This Agreement contains the entire agreement between Consultant and District with respect to the services. All prior agreements and understandings are superseded hereby.
12. Any notices or demands or other communications required or permitted hereunder shall be in writing and shall be deemed to have been given when delivered personally or three (3) days after deposit in a regularly maintained receptacle of the United States Postal Service, postage prepaid, return receipt requested and addressed as follows or as the parties may from time to time designate in writing:

TO School District:

U.S. Mail

Independent School Dist. 624
Attn: Margie McMahon
Normandy Park Education Center
2482 County Road F East
White Bear Lake, MN 55110

TO Consultant:

U.S. Mail

Kathleen Kane, MSW, LICSW
JOINING HANDS CHILD AND FAMILY COUNSELING SERVICES, LLC
1711 W. County Rd B, Suite 113 S.
Roseville, MN 55113

13. If any provision of this Agreement is prohibited by law or held to be invalid, illegal, or unenforceable, the remaining provisions hereof shall not be affected, and this Agreement shall continue in full force and effect as if such prohibited illegal or invalid provision had never constituted a part hereof, with this Agreement being enforced to the fullest extent possible.

This Agreement shall not be construed against the party preparing it, but shall be construed as if both parties jointly prepared it and any uncertainty or ambiguity shall not be interpreted against either party.

WHITE BEAR LAKE
AREA SCHOOLS

Joining Hands Child and Family Counseling
Services, LLC

Michael Lovett
Superintendent

Kathleen Kane, MSW, LICSW
Consultant

Date _____

Peter Willcoxon, Sr.
Executive Director of Business Services

Lori Swanson
School Board Chairperson

Date _____

Early Childhood Mental Health Program Description:
Collaboration between White Bear Lake Area School District and
Joining Hands Child and Family Counseling Services, LLC
www.joininghandstherapy.com

Purpose

The purpose of this collaborative arrangement is to partner with and Joining Hands Child and Family Counseling Services, LLC as the provider of CTSS (Children's Therapeutic Support Services) model of mental health services for children and families in the WBLAS district's Early Childhood Program. In addition, Joining Hands Child and Family Counseling Services, LLC staff will provide training and support for WBLAS EC staff. Currently early childhood staff and other providers are referring families to Help Me Grow (Intake and Referral) of Ramsey, Washington, and Anoka counties. As appropriate, a Help Me Grow mental health professional (from the Ramsey County office) then refers these families to mental health service agencies throughout the twin cities. The system is at times difficult to navigate for families who reside in the WBLAS district's three counties. A district-wide, onsite early childhood mental health model provided by Joining Hands Child and Family Counseling Services, LLC will allow parents to have ease of access (no waiting lists or lengthy referral process) to mental health resources and assessments, as well as Early Childhood Mental Health Services. Mental health services can be provided at any location the child spends his/her day: home, Early Childhood Program sites, and child care sites and Joining Hands Child and Family Counseling Services, LLC office.

This ecological approach to services will promote greater success for the child and family. Parents and staff will gain more tools to help children succeed. Staff will enhance their understanding of the origins of and strategies for responding to emotional and behavioral delays. The early childhood School Psychologist and Mental Health Services Consultant will share key information across disciplines to more holistically assess and more comprehensively plan with each family. With this model, young children's emotional and behavioral issues will be caught early on so as to prevent more costly, intrusive, and intensive interventions later by school programs and/or mental health programs.

Early childhood mental health services can be part of the Tier 1, 2 or 3 level of intervention in the Response to Intervention (RTI) model. The goal of RTI is to reduce the number of failing and/or children in special education programs by providing services early. With the support of the mental health services coordinator, the early childhood staff can solidify their approach to

meeting the social and emotional needs of the children they serve and assist in preventing future learning delays.

Tier 1: Practices that promote healthy development and prevention of the onset of delay

- Most ECSE and Play and Learn teachers are trained in a social skills program called “Incredible Years” and use that program to promote social skills in their classroom. The mental health services consultant is a trained facilitator and will be available to assist in leading parent groups.
- Joining Hands Child and Family Counseling Services, LLC will be staffing the early childhood mental health and CTSS services with Kathleen Kane MSW, LICSW. She is a licensed clinical social worker who can assist the staff and program in promoting healthy social (emotional and behavioral) development of all of our children.
- Joining Hands Child and Family Counseling Services, LLC will provide staff training in the warning signs of mental illness in early childhood and effective teaching strategies.
- Parent education will be provided.

Tier 2: Practices that target the most at risk to prevent a delay from becoming a disability

- Many children enter our program with significant behavioral and emotional problems. A mental health services consultant can provide assistance and support to staff and families through: student observations, staff training, activities to promote emotional wellness,
- With collaboration between the mental health services consultant, school psychologist, and educational staff the child will regulate his/her emotions and behaviors to minimize the impact on learning and promote success in all stages of development.
- Parent training/education will be provided.

Tier 3: Children with a disability are treated to mitigate the full consequences of their condition

- The mental health services consultant will provide family and staff consultation, modeling of strategies for families and staff, co-teaching with staff, family support, family/parent education groups, and mental health assessments. The services will occur in the child’s natural environment so that they learn to manage their emotions and behaviors within their daily environment.
- The school psychologist will provide the components of the educational evaluation including formal/informal assessment, observation, interview, and resources for families. These two professionals will work together in the best interests of each child and family situation.
- ***Direct treatment services, such as individual psychotherapy, individual life skills, group life skills, and/or family life skills training will follow the CTSS model and be provided outside of these contracted services. A family may choose to use Joining Hands Child and Family

Counseling Services, LLC services or other mental health service providers for the CTSS services as suggested by their physicians or with the assistance of the Joining Hands Child and Family Counseling Services, LLC mental health services consultant. The school psychologist and mental health services consultant will work with the other providers, as permitted by parents, in coordinating children's services and building consistency for children. The contract is not responsible for these intensive, direct CTSS services. These services will be billed to third party insurance by the providers.***

(RTI resource: McConnell, S., Carta, J. J., & Greenwood, C. R. (2008, February 21-22). *Bringing Response to Intervention (RTI) into Preschool – Bridging Research and Practice*. Panel Discussion at CRIEI, San Diego, CA. retrieved 1/31/10
<http://www.crtiec.org/Documents/CRIEI%20RtI%20Intro%20and%20Challenges.pdf>,

Joining Hands Child and Family Counseling Services and Training

Kathleen Kane MSW, LICSW

Kathleen Kane MSW, LICSW is a licensed professional clinical social worker, by the State of Minnesota Board of Social Work . (See Exhibit C). Her certifications and specialties include:

- DC 0-3 certified (mental health assessment for birth-3)
- Incredible Years Parent Trainer (pending)
- Play Therapist
- Behavioral Intervention
- Social Skills Therapy
- Sand tray Therapy
- Developmental Therapy
- Experiential Therapy
- Child-Centered (Narrative) Therapy

Programmatic considerations

Timeline: March 2011 through August 2011. (See Exhibit B).

Proposed hours: Approximately 20 hours per week. A school year and summer calendar will become available for staff and parents by April 1, 2010.

Population served: The birth through five populations that the Early Childhood Program of the White Bear Lake Area Schools currently serves. This includes ECFE (Early Childhood Family Education, School Readiness and Title I preschool, Play and Learn preschool, and ECSE (Early Childhood Special Education) and ECSE/Head Start.

Locations: Hugo Elementary, Normandy Park Education Center, and Tamarack Nature Center ~ My Nature School sites as well as child care and homes, as appropriate.

Collaboration with outside agencies: Collaboration between WBL staff and school psychologist, mental health services consultant and outside agencies as needed. A child and family may be better served by another agency. In such cases, the Joining Hands Child and Family Counseling Services, LLC mental health services consultant and/or WBL school psychologist will assist the family in finding appropriate resources. The Help Me Grow mental health professional in the Ramsey County service coordination office may also be involved in this process.

Refer to the ***Direct treatment...*** section above. Also, assessment and treatment information is provided below for your information.

Mental Health Assessment: After a thorough mental health assessment, an assessment report will be completed and shared with family. This assessment expires after one year and is not part of the child's educational file or connected to the child's IEP/ IFSP. Children need a diagnosis in the DC 0-3 or the DSM 4 to qualify for CTSS treatment services. Parents need to sign a release of information form in order to share mental health information with education staff. This assessment area is part of the contracted services.

Treatment/ skills training: A treatment plan is written and reviewed with the parents/guardians. This plan will be reviewed and updated every three months. This is not a behavior improvement plan nor is it a part of the child's educational file. Early Childhood Mental Health Therapeutic services will take place in the child's environment: home, classroom, child care, or Joining Hands Child and Family Counseling Services, LLC office. The goals of Early Childhood Mental Health Therapeutic Services are to assist the children to increase their skills, minimize their symptoms, and maximize their learning opportunities. This treatment area is part of the billable therapeutic services through 3rd party insurances.

Staff Development

- Joining Hands Child and Family Counseling Services, LLC mental health services consultant will participate in Early Childhood Program staff development activities as appropriate.
- Joining Hands Child and Family Counseling Services, LLC mental health services consultant will provide staff development regarding early childhood mental health:

origins, recognition, approaching parents, childhood disorders, classroom and home strategies, evidence based practices, etc.

Accountability

The mental health consultant and school psychologist will work together to provide a seamless program for children and families in the area of behavioral and emotional health/development. Onsite supervision and support will be provided by Margie McMahon, Early Childhood Supervisor. Periodic meetings will be held with Kathleen Kane MSW, LICSW to assure effective programming.

MMc W 2/4/11

**COMPENSATION to Joining Hands Child and Family Counseling Services, LLC
(for Early Childhood Mental Health Consultant) from White Bear Lake Area
School District:**

Effective dates

March 1, 2011 through August 19, 2011

Terms of payment

The total obligation of the WBLAS Parts C and B ARRA funds shall not exceed \$20,000.

Payments of \$1666.67 shall be made bi-weekly, beginning with an initial cash advance on March 1, 2011.

Payment dates:

- March 1, 2011 (initial cash advance)
- March 15, 2011
- March 31, 2011
- April 15, 2011
- April 30, 2011
- May 15, 2011
- May 31, 2011
- June 15, 2011
- June 30, 2011
- July 15, 2011
- July 31, 2011
- Aug. 15, 2011

Payments include Consultant's mileage within the WBLAS community.

Additional items to be available for this program include:

- Laptop computer
- Incredible Years Parent Curriculum, including Spanish version, approximately

These items shall remain the property of the District.

AGENDA ITEM: **Contract Between White Bear Lake Area School District #624 and Goodwill/Easter Seals Minnesota**

MEETING DATE: **February 14, 2011**

SUGGESTED DISPOSITION: **Operational Agenda Item**

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

BACKGROUND:

The following contract between White Bear Lake Area School District #624 and Goodwill/Easter Seals Minnesota represents an agreement to contract for consultative services to assist students to identify and develop work skills and behaviors necessary for successful employment in the retail industry or related occupations.

Goodwill/Easter Seals MN will provide consultant services for up to two Transition Plus students per year. The contract for consulting services will be provided at \$3000 per student. Up to 49% of the services will be paid in conjunction with Vocational Rehabilitation Services (VRS). Third Party Billing Funds will be accessed to cover the remainder of the cost for the services to students that receive special education in the area of employment readiness and are of transition age (18-21yrs).

Recommendation: Approval of the attached contract between White Bear Lake Area School District 624 and Goodwill/Easter Seals Minnesota.

**Independent School District #624
White Bear Lake Area Schools
White Bear Lake, MN
Contract for Consultant Services**

THIS CONTRACT, entered into this _____ day of _____, by and between Independent School District #624, White Bear Lake Area Schools (hereinafter referred to as DISTRICT), and Goodwill/Easter Seals Minnesota, 553 Fairview Avenue North, Saint Paul, Minnesota, 55104 (hereinafter referred to as CONSULTANT), witnesseth that:

WHEREAS, DISTRICT has determined that it is necessary to retain the services of a qualified Organization to provide work skills employment.

WHEREAS, CONSULTANT is duly qualified to perform these services;
NOW THEREFORE, the parties hereto agree as follows:

1. CONSULTANT shall perform the following tasks: Provide students the opportunity to identify and develop work skills and work behaviors necessary for successful employment in the retail industry or related occupations.

CONSULTANT will provide skills training and employment services to DISTRICT students that receive Special Education Services. The training occurs at a variety of community based work environments such as Target and other local retail businesses. These services provide students with assessment and skill acquisition training in real work environments to enhance their employability within the identified industry or related occupation. Participants are identified through the IEP process. The goals/outcome is competitive employment in the direct or related field.

2. Consideration and Conditions of Payment:
 - a) In consideration for services provided under the terms this contract, DISTRICT shall pay consultant for the following services provided at the rates specified:
 - \$3,000 per student for retail skills training and employment services provided by CONSULTANT. Services may be paid for in conjunction with Vocational Rehabilitation Services (VRS). Retail Skills Training includes 160 hour, 8 week, course designed to provide short term skill acquisition training and support in the areas of customer service, team work, communication, retail terminology, stocking, food service, and cart attending. This course includes uses a combination of curriculum-based classroom instruction, industry guest speakers, on-the-job training and employment readiness training including: resume development and interview skills training to prepare individuals for employment in a retail position. Approximately 1 hour of classroom instruction and 2-3 hours of paid on-the-job training is provided.
 - Up to 12 weeks of job development services are provided to assist participants to obtain employment in the retail industry. If continued job development services are desired, a VRS, PBA Authorization will be requested. Basic follow-up services can be provided for a minimum of 90 days. If job coaching or supported employment is needed, this service can be provided according to Goodwill/Easter Seals job coaching rate and Extended Employment contract.

The DISTRICT shall provide transportation to training sites for all students.

- b) Payments shall be made upon presentation of an invoice in a format prescribed by the DISTRICT within 35 days of the invoice.
3. This contract shall become effective on _____, and shall remain in effect until _____. This contract may be cancelled prior to said termination date by either of the parties hereto, upon thirty (30) days written notice and without showing cause.
 4. CONSULTANT shall neither assign nor transfer any part of his/her interest in this contract without the express written consent of DISTRICT.
 5. No changes may be made in the terms or condition of this contract, except by the mutual written consent of the parties hereto.
 6. All services provided under this contract shall be performed to the satisfaction of DISTRICT. In the event that this contract is canceled prior to the termination date specified in clause 3, CONSULTANT shall be entitled to payment, determined on a pro rata basis for work or services satisfactorily performed.
 7. CONSULTANT shall indemnify, save harmless and defend DISTRICT from and against any and all claims, demands or causes of action arising directly or indirectly by reason of CONSULTANT's performance of this Contract.
 8. CONSULTANT expressly waives to DISTRICT any claim to copyright pertaining to all new materials, publications, and documents, produced as a result of this contract and agrees that DISTRICT shall have exclusive responsibility for their distribution, publication, copyrighting (when applicable), and all other matters relating to dissemination of the materials.

Consultant Signature Date

Superintendent of Schools Signature Date

Consultant Name (Please Print)

Superintendent of Schools

Address

Independent School District #624
White Bear Lake Area Schools
White Bear, MN

Social Security or Federal ID Number