

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

November 9, 2009

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: Dr. Michael J. Lovett
Superintendent of Schools

Date: November 4, 2009

A meeting of the White Bear Lake Area School Board will be held on **Monday, November 9, 2009** at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Consent Agenda – page 1
 - a) Approval of Minutes – pages 2 - 6
 - b) Payment of Invoices – pages 7 - 36
 - c) Correspondence
 - d) Acceptance of Gifts – pages 37 - 39
 - e) Approve Field Trips – page 40
 - f) Terminations – Retirements – Resignations – pages 41 - 42
 - g) Leaves of Absence – page 42
 - h) New Personnel – pages 43 - 45
 - i) Action on Approval of the Local Education Authority for the White Bear Lake Area Schools – pages 46 - 47

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 (4 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. 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.
6. A handout on the purpose of School Board meetings and the meeting process is available.

7. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
8. 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. Superintendent's Report – page 48

D. DISCUSSION ITEMS

1. First Reading of Policy 205, Open Meetings and Closed Meetings – pages 49 - 58
2. First Reading of Policy 208, Development, Adoption and Implementation of Policies – pages 59 - 61
3. First Reading of Policy 210, Conflict of Interest – School Board Members – pages 62 - 66
4. First Reading of Policy 212, School Board Members Development – pages 67 - 68
5. First Reading of Policy 401, Equal Employment Opportunity – pages 69 - 71
6. First Reading of Policy 419, Tobacco-Free Environment – pages 72 - 75
7. First Reading of Policy 526, Hazing Prohibition – pages 76 - 79
8. First Reading of Policy 603, Curriculum Development – pages 80 - 82
9. First Reading of Policy 609, Religion – pages 83 - 85
10. First Reading of Policy 610, Field Trips – pages 86 - 90
11. First Reading of Policy 613, Graduation Requirements – pages 91 - 93
12. First Reading of Policy 616, School District System Accountability – pages 94 - 101

E. OPERATIONAL ITEMS

1. Canvass Election Results – pages 102 - 105
2. Action on Authorization of Assurance of Non-Discrimination Compliance – pages 106-107
3. Action on New Course Proposals, Name Changes, Deletions, and Credit and Grade Level Changes – pages 108 - 110
4. Action on Withdrawing School Board Policy 617, School District Ensurance of Preparatory and High School Standards and School Board Policy 620, Credit for Learning – page 111

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **November 9, 2009**
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) Terminations – Retirements – Resignations
- g) Leaves of Absence
- h) New Personnel
- i) Action on Approval of the Local Education Authority for the White Bear Lake Area Schools

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: School Board Minutes

MEETING DATE: November 9, 2009

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.

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

A meeting of the White Bear Lake Area School Board was held on Monday, October 12, 2009 at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN

A. PROCEDURAL ITEMS

1. Vice-Chair Swanson called the meeting to order at 7:00 p.m.
2. Roll Call- Present: Newberg, Parsons, Storey, Swanson, Hiniker, Kimball
Absent: Larson,
Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Moore, Swanson, Thelen, Willcoxon
3. Pledge of Allegiance
4. Motion by Newberg and seconded by Parsons to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Motion by Hiniker and seconded by Storey to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of September 14 and work-study meeting of September 28;
 - Payment of invoices based on 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;
 - Approve field trips to include:
 - a) Adventure Crew for At-Risk Youths, 10/29-30/09, Tomahawk Scout Reservation, Birchwood, WI
 - b) 5th Graders at Parkview/Centerpoint Elementary, 11/12-13/09, YMCA Camp St. Croix, Hudson, WI
 - c) Student Council, 11/15-16/09, Arrowwood Conference Center, Alexandria, MN
 - d) MAAP Stars, 11/19-20/09, St. Cloud Holiday Inn, St. Cloud
 - e) Girls Hockey Team, 11/2/09, Grand Rapids and Hibbing, MN
 - f) 5th Graders at Oneka Elementary, 12/16-18/09, Long Lake Conservation Camp
 - g) Student Council, 4/10-12/10, Grand Rapids, MN
 - h) MAAP Stars, 4/15-16/10, Ramada Inn, Bloomington, MN
 - i) North Campus Band, 4/15-18/10, Chicago, IL
 - Passage of resolution to approve personnel issues to include:
 - Resignations – Classified Staff:
 - Dianne Keane, Regular Part-Time Cook, effective 10/9/09
 - Michael Glaeser, Pupil Support Assistant, effective 10/13/09
 - Change in Continuing Contract – Certified Staff
 - Betsy Peterson, Media Specialist/Learning Skills Teacher, Elementary, effective 9/14/09

- New Personnel – Classified Staff
 - Joel Barthol, Pupil Support Assistant, effective 10/19/09
 - Eric Wenzel, Program Assistant Leader, effective 9/15/09
- New Personnel – Certified Staff for the 2009-10 school year
 - Catherine Hira, Literacy/Math Coach
- New Personnel – Administration
 - Anthony Mayer, Special Services Supervisor, September 1, 2009

Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.

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

C. INFORMATION ITEM

1. Superintendent's Report – Dr. Lovett provided the following update:
 - A brief review of the many successful Homecoming festivities.
 - Parent Internet Safety Prevention information session will be provided to parents on October 29. Please check the District Web site for more information.
 - Recognitions prior to this evening's Board meeting included: Trap Team, National Merit Semi-finalists and Commended Students and Mr. Huy Nguyen for receiving the PBS Teacher of Merit Award. Congratulations to all.

D. DISCUSSION ITEMS

1. Report on District October 1 Enrollment and Elementary Class Sizes – Mr. Pete Willcoxon, Executive Director of Business Services, presented updated enrollment figures as of October 1, the official reporting date. Trends are consistent with districts across the state along with demographic data. Over the past two years class size averages have improved at every grade level.
2. Discussion on School Naming Protocol – As the Parkview and Centerpoint school communities plan their transition to the International Baccalaureate school beginning 2010-2011, they will work to determine a new name for their school. Neither the District nor Minnesota School Boards Association have policies in place for school naming. It was suggested and agreed that the school community, as guided by the administration and transition committee, develop a process and timeline for recommending a name.

E. OPERATIONAL ITEMS

1. Kimball motioned and Newberg seconded to approve the School Board/Superintendent Strategic Goals for 2009-10. ***Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.***
2. Storey motioned and Hiniker seconded to approve the YMCA Partnership. ***Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.***
3. Newberg motioned and Kimball seconded to approve action on Weighted GPA/Class Rank Study. ***Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.***

4. Hiniker motioned and Storey seconded to approve the Annual Report for 2008-09. ***Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.***
5. Parsons motioned and Newberg seconded to approve the Apex Learning Contract. ***Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.***
6. Hiniker motioned and Parsons seconded to approve School Board Policy 412, Expense Reimbursement. ***Roll call vote: all ayes – Newberg, Parsons, Storey, Swanson, Hiniker, Kimball. Motion carried.***
7. Storey motioned and Newberg seconded to approve Withdrawing School Board Policies 621 and 622. ***Voice vote. All ayes. Motion carried.***

F. BOARD FORUM – Parsons congratulated Kimball on his selection as a delegate to the Minnesota School Boards Association. He suggested that we begin the process of naming the current “board room” to a more community-friendly name. Kimball thanked all who were involved in planning and who attended the White Bear Lake Area Educational Foundation Gala this past Friday. Swanson also thanked community members, sponsors and all who donated and made contributions to the Gala.

G. ADJOURNMENT - Parsons moved, Newberg seconded to adjourn the meeting at 8:14 p.m.

Submitted by: Cathy Storey

UNAPPROVED
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, October 26, 2009 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 - Larson called the meeting to order at 5:40 p.m.

Roll Call – Present: Newberg, Parsons, Storey, Swanson, Kimball, Larson
Absent: Hiniker

Ex-Officio - Lovett

Cabinet - Daniels, Guenther, Moore, Swanson, Thelen, Willcoxon

Communications - Nichol

B. DISCUSSION ITEM

1. Update/Progress Reports on Current Operational Committees
 - a. Student Activities Audit – Dave Guenther, Director of Community Services, and Dr. Jill Thelen, Director of Schools, presented an update on the Student Activities Audit. Preliminary findings and recommendations will be provided at the November 23 Work Study meeting with presentation of the final report for approval at the December 14 Board meeting.
 - b. Phase I of Long Range Planning Committee – Pete Willcoxon, Executive Director of Business Services, and Dr. Lovett presented an update on Phase I of the Long Range Facility Use plans. A preliminary report will be presented at the December 14 Board meeting.
 - c. AYP Committee – Cindy Moore, Director of Curriculum and Assessment, presented an update on the AYP Committee – District Improvement Plans. This plan is due to the Minnesota Department of Education (MDE) on November 11 at which time the plans will also be implemented within the District.
2. New Course Proposals for School Year 2010-2011 – Cindy Moore presented an overview of proposed new courses and course title changes for the 2010-2011 school year. This item will appear on the December 14 Board agenda for approval.
3. Recommended Protocols on School Naming – Dr. Jill Thelen presented an overview of the naming protocol plan for the Parkview/Centerpoint IB school. A committee will provide one recommended name to the Board at the January 11 meeting and this item will appear on the February 8 Board agenda for approval.
4. Update on Enrollment Projections – Pete Willcoxon provided an overview of District enrollment including actual figures provided to MDE on October 1 along with methodologies used in making the projections for next year.
5. Negotiation Study Session – Marv Swanson, Human Resources Manager, reviewed the status of labor negotiations with the Board

C. ADJOURNMENT - Parsons moved; Larson seconded to adjourn the meeting at 8:06 p.m. Voice vote: *All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

Consent Agenda Item A-5(b)
November 9, 2009
School Board Meeting

AGENDA ITEM: Monthly Check Registers
MEETING DATE: November 9, 2009
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 - October

	10/15/2009	10/30/2009
Direct Deposit 249436-250775	1,419,236.68	
U.S. Treasury (FICA, Medicare, withholding)	482,518.67	
MN State Income Tax	77,894.35	
WI State Income Tax	3,065.40	
PERA	82,755.55	
TRA	170,874.96	
ING	2,577.09	
White Bear Lake Teacher's Association	26,664.13	
Direct Deposit 250776-252124		1,422,806.10
U.S. Treasury (FICA, Medicare, withholding)		476,537.87
MN State Income Tax		76,129.86
WI State Income Tax		3,977.29
PERA		81,971.21
TRA		171,205.50
ING		2,577.09
White Bear Lake Teacher's Association		26,664.13
Extended Day Association		636.15

Check Nbr	Vendor Name	Check Date	Check Amount
355366	3D SPECIALTIES	10/29/2009	292.48
355367	A-1 HYDRAULIC SALES & SERVICE	10/29/2009	41.71
355368	AARP DRIVER SAFETY PROGRAM	10/29/2009	242.00
355369	AARP DRIVER SAFETY PROGRAM	10/29/2009	418.00
355370	ABDO SPOTLIGHT MAGIC WAGON	10/29/2009	109.67
355371	ACADEMIC SUPERSTORE	10/29/2009	353.28
355372	ACTIVE.COM	10/29/2009	103.00
355373	ADVANCED WIRELESS COMMUNICATIO	10/29/2009	398.99
355374	ALTENDORFER JANE	10/29/2009	120.00
355375	ALTENDORFER MIKE	10/29/2009	120.00
355376	AMAZON	10/29/2009	737.77
355377	AMAZON	10/29/2009	183.73
355378	AMAZON	10/29/2009	456.00
355379	AMAZON	10/29/2009	148.14
355380	AMERICAN LIBRARY ASSOC	10/29/2009	25.00
355381	AMERICAN RED CROSS	10/29/2009	135.00
355382	AMERICAN WOODCRAFTERS SUPPLY C	10/29/2009	68.20
355383	ANDERSON JOANNE	10/29/2009	56.00
355384	ANDERSON MARGARET M	10/29/2009	50.00
355385	ANDERSON, SHANNON A M	10/29/2009	42.08
355386	ANDERSON'S	10/29/2009	305.16
355387	ANDERSON TED	10/29/2009	37.11
355388	APPLE COMPUTER INC	10/29/2009	256.25
355389	APPLEMAN Ph D, DEBORAH	10/29/2009	1,200.00
355390	APPLIED ENVIRONMENTAL SCI INC	10/29/2009	1,786.84
355391	AQUA ENGINEERING INC	10/29/2009	290.00
355392	ARANT, ANGELA M	10/29/2009	49.52
355393	ARCHAMBEAU NICOLE	10/29/2009	50.00
355394	ARENA SYSTEMS	10/29/2009	10.75
355395	ASTLEFORD INTERNATIONAL TRUCKS	10/29/2009	2,119.02
355396	AT & T MOBILITY	10/29/2009	1,476.36
355397	ATTITUDE CONCEPTS FOR TODAY IN	10/29/2009	100.00
355398	AVON BUSINESS FORMS & PROMOTIO	10/29/2009	965.15
355399	BAILEY, ERIN	10/29/2009	25.00
355400	BARNES & NOBLE	10/29/2009	145.23
355401	BEAR PATCH QUILTING CO	10/29/2009	179.28
355402	BECKER ARENA PRODUCTS INC	10/29/2009	2,907.00
355403	BECKLIN, JUNE	10/29/2009	15.00
355404	BEGE LAURA	10/29/2009	97.40
355405	BERNARD FOOD INDUSTRIES INC	10/29/2009	2,601.97
355406	BILL WEIGEL SIGNS	10/29/2009	220.00
355407	BLUMENTHAL JODEL A	10/29/2009	304.91
355408	BOOTH, KARLA J	10/29/2009	424.00
355409	BOYER FORD TRUCKS	10/29/2009	272.95
355410	BRAKE & EQUIPMENT WAREHOUSE, I	10/29/2009	17.82
355411	BROWN DAVID	10/29/2009	54.00
355412	BROWN, EMILY	10/29/2009	54.00
355413	BROWN, KATHERINE	10/29/2009	39.00
355414	BRYAN ROCK PRODUCTS	10/29/2009	410.09
355415	BUCHTA, JESSICA S	10/29/2009	80.00

Check Nbr	Vendor Name	Check Date	Check Amount
355416	BUDGETEXT	10/29/2009	1,764.40
355417	BUREAU OF EDUCATION & RESEARCH	10/29/2009	215.00
355418	BURKE ERIN	10/29/2009	45.93
355419	BURRILL KATHLEEN	10/29/2009	900.00
355420	BYSTROM, TOM	10/29/2009	25.00
355421	CAMBIUM LEARNING INC	10/29/2009	1,602.32
355422	CARLSON, STEPHANIE	10/29/2009	150.00
355423	CARSON-DELLOSA PUBLISHING CO I	10/29/2009	160.68
355424	CARTRIDGE CARE	10/29/2009	69.00
355425	CASEY, ANN	10/29/2009	300.00
355426	CASHMAN ENTERPRISE	10/29/2009	2,766.54
355427	CAVE, LISA	10/29/2009	165.14
355428	THE CENTER FOR EFFICIENT SCHOO	10/29/2009	13,210.00
355429	CHAKOLIS, RICHARD A	10/29/2009	97.90
355430	THE CHILDREN'S THEATRE COMPANY	10/29/2009	1,149.00
355431	CITI-CARGO & STORAGE CO INC	10/29/2009	125.00
355432	CJ DUFFY PAPER CO	10/29/2009	1,079.94
355433	CLASSROOMDIRECT	10/29/2009	95.98
355434	CLYNE KRIS	10/29/2009	165.00
355435	COLEMAN MARY JO	10/29/2009	110.00
355436	COMCAST	10/29/2009	33.95
355437	COMPVIEW	10/29/2009	95,751.93
355438	CONSTRUCTION MANAGEMENT BUILDI	10/29/2009	6,420.00
355439	CONTINENTAL RESEARCH CORP	10/29/2009	829.96
355440	CONVENT OF THE VISITATION	10/29/2009	175.00
355441	CONZEMIUS, CHAD M	10/29/2009	203.50
355442	COOPS SPORTSWEAR	10/29/2009	2,293.50
355443	Vendor Continued Check	10/29/2009	0.00
355444	COPY IMAGES INC	10/29/2009	17,819.21
355445	Vendor Continued Check	10/29/2009	0.00
355446	COPY IMAGES INC	10/29/2009	3,391.27
355447	COUILLARD TOM	10/29/2009	100.00
355448	COVER MARSHALL	10/29/2009	120.00
355449	CUB FOODS OF WHITE BEAR TWSHP	10/29/2009	23.45
355450	CUB FOODS OF WHITE BEAR TWSHP	10/29/2009	261.09
355451	CUB FOODS OF WHITE BEAR TWSHP	10/29/2009	1,291.73
355452	CUB FOODS OF WHITE BEAR TWSHP	10/29/2009	420.93
355453	Vendor Continued Check	10/29/2009	0.00
355454	CUMMINS NPOWER LLC	10/29/2009	2,806.62
355455	Vendor Continued Check	10/29/2009	0.00
355456	Vendor Continued Check	10/29/2009	0.00
355457	Vendor Continued Check	10/29/2009	0.00
355458	Vendor Continued Check	10/29/2009	0.00
355459	Vendor Continued Check	10/29/2009	0.00
355460	DALCO CORPORATION	10/29/2009	12,462.17
355461	DARTS VMS INC	10/29/2009	152.40
355462	DAWN SIGN PRESS	10/29/2009	104.21
355463	DECKER EQUIPMENT	10/29/2009	652.81
355464	DEGARDNER RICK	10/29/2009	81.00
355465	DEGNAN, BRENDA	10/29/2009	15.00

Check Nbr	Vendor Name	Check Date	Check Amount
355466	DELTA DENTAL PLAN OF MN	10/29/2009	62,990.70
355467	DEMCO INC	10/29/2009	347.59
355468	DEY DISTRIBUTING	10/29/2009	150.48
355469	DICKINSON, JANET B	10/29/2009	38.77
355470	DICKMAN, LISA	10/29/2009	80.00
355471	DISCOUNT SCHOOL SUPPLY	10/29/2009	63.19
355472	DOMINOS PIZZA	10/29/2009	287.25
355473	DOOR SERVICE COMPANY	10/29/2009	15,470.00
355474	DRIELING CAROL	10/29/2009	30.00
355475	DYMIT MARIE	10/29/2009	39.60
355476	EAI EDUCATION	10/29/2009	269.56
355477	EARL F ANDERSEN INC	10/29/2009	360.26
355478	ECKROTH MUSIC	10/29/2009	1,955.32
355479	ECOLAB	10/29/2009	522.79
355480	EDUCATION TO GO	10/29/2009	171.75
355481	EDWARD DON & COMPANY	10/29/2009	799.13
355482	ELECTRIC MOTOR REPAIR	10/29/2009	175.34
355483	ENGSTRAN STEVE	10/29/2009	105.00
355484	ENGSTRAN, TOM	10/29/2009	105.00
355485	ENVIROBATE METRO	10/29/2009	343.88
355486	EPA AUDIO VISUAL INC	10/29/2009	199.79
355487	ERHARDT, GARY	10/29/2009	100.00
355488	ERHARDT SCOTT D	10/29/2009	100.00
355489	FACILITY OFFICE FURNITURE INC	10/29/2009	2,184.40
355490	FALL AGING CONFERENCE	10/29/2009	60.00
355491	FASTENAL COMPANY	10/29/2009	514.91
355492	FELLMAN, SANDY	10/29/2009	4.00
355493	FINK AVIS	10/29/2009	141.27
355494	FIRSTGROUP AMERICA	10/29/2009	10,923.06
355495	FITNESS FINDERS INC	10/29/2009	140.91
355496	THE FLAG LOFT	10/29/2009	135.00
355497	FLEISCHHACKER JACK	10/29/2009	52.76
355498	FOLLETT LIBRARY RESOURCES	10/29/2009	281.45
355499	FROGNER JANINE	10/29/2009	40.00
355500	FUHRMAN SARAH	10/29/2009	38.97
355501	FUITAK, TOM	10/29/2009	60.00
355502	FUNDS FOR LEARNING LLC	10/29/2009	499.00
355503	FUTURA LANGUAGE PROFESSIONALS	10/29/2009	2,468.00
355504	GALLAGHERS NORTHWESTERN TIRE C	10/29/2009	1,016.95
355505	GAME WORLD	10/29/2009	1,415.00
355506	GE MONEY BANK	10/29/2009	101.85
355507	GEBEKE RENEE M	10/29/2009	30.00
355508	GEFRE DEB	10/29/2009	40.00
355509	GENERAL SECURITY SERVICES CORP	10/29/2009	187.00
355510	GENERAL ASP	10/29/2009	125.00
355511	GENERATIONS TILE LLC	10/29/2009	480.00
355512	GEVERS ELLEN	10/29/2009	39.97
355513	GOLDCOM INC	10/29/2009	201.26
355514	GOODIN COMPANY	10/29/2009	219.21
355515	GOPHER	10/29/2009	100.28

Check Nbr	Vendor Name	Check Date	Check Amount
355516	Vendor Continued Check	10/29/2009	0.00
355517	Vendor Continued Check	10/29/2009	0.00
355518	Vendor Continued Check	10/29/2009	0.00
355519	GRAINGER	10/29/2009	6,761.56
355520	GRANDMA'S BAKERY INC	10/29/2009	151.56
355521	GRATZ MICHELLE C	10/29/2009	415.29
355522	GRAVLEY STEPHEN	10/29/2009	72.26
355523	GRITZMACHER SHAWN	10/29/2009	156.71
355524	GROCHOWSKI RICHARD A	10/29/2009	55.00
355525	GROTH MUSIC CO	10/29/2009	725.17
355526	GROUP HEALTH INC - WORKSITE	10/29/2009	75.00
355527	GRUN SUSAN L	10/29/2009	106.84
355528	GULLICK, DANIEL E	10/29/2009	250.00
355529	HAFNER LORI	10/29/2009	30.00
355530	HANDWRITING WITHOUT TEARS	10/29/2009	459.23
355531	HANKINS RYAN	10/29/2009	200.00
355532	HANSON MARILYN	10/29/2009	120.00
355533	HARRIMAN GRETCHEN	10/29/2009	586.40
355534	HEADSETS.COM INC	10/29/2009	21.90
355535	HEALTHPARTNERS	10/29/2009	1,249,692.89
355536	HEALY JASON	10/29/2009	286.62
355537	HEIDE, SHERRY	10/29/2009	165.14
355538	HIGHSMITH	10/29/2009	322.80
355539	HILLYARD INC MINNEAPOLIS	10/29/2009	745.44
355540	HILPISCH, RON	10/29/2009	25.00
355541	HITTESDORF, ANNE M	10/29/2009	73.22
355542	HODD ROY	10/29/2009	159.80
355543	Vendor Continued Check	10/29/2009	0.00
355544	HOGLUND BUS AND TRUCK CO	10/29/2009	1,081.18
355545	HOME DEPOT CREDIT SERVICES	10/29/2009	835.13
355546	HORAZDOVSKY LEILA	10/29/2009	553.77
355547	Vendor Continued Check	10/29/2009	0.00
355548	HOUGHTON MIFFLIN HARCOURT	10/29/2009	3,438.71
355549	HOULE, EUGENE	10/29/2009	30.00
355550	HOYER MARCUS C	10/29/2009	30.00
355551	HSBC BUSINESS SOLUTIONS	10/29/2009	57.43
355552	HUBERT COMPANY	10/29/2009	18.14
355553	HUGO ANIMAL FARM	10/29/2009	594.00
355554	HUGO CITY OF	10/29/2009	3,053.58
355555	I-STATE TRUCK CENTER	10/29/2009	913.97
355556	INDEPENDENT LIVING AIDS	10/29/2009	326.95
355557	INDIANA UNIVERSITY	10/29/2009	45.00
355558	INDUSTRIAL ARTS SUPPLY	10/29/2009	42.48
355559	Vendor Continued Check	10/29/2009	0.00
355560	INNOVATIVE OFFICE SOLUTIONS	10/29/2009	9,212.04
355561	INSTITUTE FOR MULTI SENSORY ED	10/29/2009	764.83
355562	INTA JUICE	10/29/2009	261.00
355563	INTEGRA TELECOM	10/29/2009	412.50
355564	INTERMEDIATE DISTRICT 287	10/29/2009	37,196.20
355565	INTERMEDIATE SCHOOL DIST 917	10/29/2009	9,139.20

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355566	ISD #1 MINNEAPOLIS PUBLIC SCHO	10/29/2009	50,339.12
355567	ISD #508 ST PETER PUBLIC SCHOO	10/29/2009	737.28
355568	JACOBSEN, DANA	10/29/2009	47.00
355569	JESKE-WALFOORT, KIMBERLY A	10/29/2009	67.99
355570	JOHNSON JEFFREY S	10/29/2009	81.00
355571	JOHNSON, JIM	10/29/2009	81.00
355572	JOHNSTON, LINDA	10/29/2009	122.71
355573	JOHNSON, VIRGINIA C	10/29/2009	104.53
355574	JONATHAN NYE THE PIANO GUY	10/29/2009	95.00
355575	KATH COMPANIES	10/29/2009	17,988.17
355576	KELLY, THOMAS	10/29/2009	25.00
355577	KINDLIEN, CYNTHIA J	10/29/2009	41.80
355578	KIRKPATRICK, MEGAN E	10/29/2009	41.24
355579	KITTS HARRY	10/29/2009	250.50
355580	KNOLL JEFF	10/29/2009	50.00
355581	KNOPPS, JUSTIN D	10/29/2009	100.00
355582	KNUTSON FLYNN & DEANS PA	10/29/2009	5,423.40
355583	KOWALSKI'S MARKET	10/29/2009	138.88
355584	KUBITZ EDUCATIONAL SERVICES	10/29/2009	918.60
355585	KULLY SUPPLY COMPANY	10/29/2009	88.74
355586	L'ALLIER CONCRETE INC	10/29/2009	12,700.00
355587	LAB SAFETY SUPPLY CO INC	10/29/2009	65.11
355588	LAKE SHORE LEARNING MATERIALS	10/29/2009	743.71
355589	LAMWERS, LINDSAY M	10/29/2009	104.43
355590	LARSON BOBBIE JEAN	10/29/2009	71.08
355591	LARSON KAY	10/29/2009	30.00
355592	LASHOMB BRIAN	10/29/2009	120.00
355593	LAW JOURNAL PRESS	10/29/2009	162.66
355594	LAWSON PRODUCTS INC	10/29/2009	295.80
355595	LEARNING A-Z	10/29/2009	581.40
355596	LETTERTECH INC	10/29/2009	270.30
355597	LHB INC	10/29/2009	552.50
355598	LIGHTING PLASTICS OF MN INC	10/29/2009	484.20
355599	LINGUISYSTEMS INC	10/29/2009	325.80
355600	LOCH STACEY	10/29/2009	147.49
355601	LOFFLER COMPANIES INC	10/29/2009	544.97
355602	LORENZ CORPORATION	10/29/2009	952.50
355603	LOTITO-MEIER, VANESSA L	10/29/2009	34.60
355604	LOVETT, MICHAEL J	10/29/2009	190.51
355605	LUBRANT, NANCY JEAN	10/29/2009	85.50
355606	LUSTIG, SHELLY A	10/29/2009	19.95
355607	MACPHAIL CENTER FOR MUSIC	10/29/2009	3,052.50
355608	MADISON NATIONAL LIFE INS CO I	10/29/2009	55,117.44
355609	MAKEMUSIC INC	10/29/2009	135.95
355610	MALWITZ ANN	10/29/2009	531.48
355611	MARKHAM, JAKE	10/29/2009	60.00
355612	MARSH, SHARALEE	10/29/2009	82.57
355613	MASSA, JAYMI E	10/29/2009	30.00
355614	MAYER, ANTHONY G	10/29/2009	99.68
355615	MAYO SCHOOL OF CONTINUOUS PROF	10/29/2009	295.00

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355616	MCCALL MAUREEN E	10/29/2009	378.17
355617	MCDANIEL KAYANN	10/29/2009	67.52
355618	MC DONOUGH'S WATERJETTING AND	10/29/2009	2,306.51
355619	MCGOURTY, LESLIE R	10/29/2009	96.35
355620	MCGRAW-HILL COMPANIES	10/29/2009	38.29
355621	MCMAHON MARGARET	10/29/2009	262.74
355622	MEDALLION ELECTRIC	10/29/2009	1,200.00
355623	MENGEL, MARY H	10/29/2009	99.95
355624	MERCURY OFFICE SUPPLY	10/29/2009	589.69
355625	MERRITT ANN	10/29/2009	135.21
355626	MERZER SHEILA M.A.	10/29/2009	1,150.00
355627	METRO ECSU	10/29/2009	150.00
355628	METRONET	10/29/2009	298.00
355629	MICHEL, ROCHELLE N	10/29/2009	118.54
355630	MIDWEST BUS PARTS INC	10/29/2009	941.05
355631	MIDWEST HOME	10/29/2009	9.95
355632	MILES, MARY T	10/29/2009	40.00
355633	MILLER KATHERINE	10/29/2009	10.00
355634	MINNEAPOLIS INSTITUTE OF ARTS	10/29/2009	35.00
355635	MINVALCO INC	10/29/2009	968.37
355636	MN COMMUNITY EDUC ASSOC (MCEA)	10/29/2009	1,270.00
355637	MN DEPT OF HEALTH	10/29/2009	15.00
355638	MN DEPT OF HUMAN SERVICES	10/29/2009	247.50
355639	MN ELEMENTARY SCH PRIN ASSOC	10/29/2009	838.00
355640	MN HISTORICAL SOCIETY	10/29/2009	335.00
355641	MN HISTORICAL SOCIETY	10/29/2009	424.00
355642	MN HUMANITIES COMMISSION	10/29/2009	750.00
355643	MN MONTHLY MAGAZINE	10/29/2009	14.95
355644	MN NCPERS LIFE INSURANCE	10/29/2009	576.00
355645	MN ORCHESTRA	10/29/2009	2,724.00
355646	MN REC & PARK ASSN (MRPA)	10/29/2009	160.00
355647	MN SWORD PLAY	10/29/2009	840.00
355648	MN ZOO	10/29/2009	13.00
355649	MOBILE RADIO ENGINEERING INC	10/29/2009	700.50
355650	MONSON, SHARON	10/29/2009	45.00
355651	MOORE CYNTHIA	10/29/2009	773.58
355652	MP NEXLEVEL LLC	10/29/2009	65.00
355653	MULTI-SOURCE CONSULTANT LLC	10/29/2009	221.50
355654	MURPHY LYNNE	10/29/2009	90.00
355655	MURPHY MARY W	10/29/2009	47.84
355656	MUSIC IN MOTION	10/29/2009	60.00
355657	NATL ALLIANCE FOR YOUTH SPORTS	10/29/2009	60.00
355658	NATL COUNCIL OF TEACHERS OF EN	10/29/2009	40.00
355659	NATL COUNCIL OF TEACHERS OF MA	10/29/2009	104.00
355660	NATL GEOGRAPHIC SCHOOL PUBLISH	10/29/2009	156.20
355661	NATL SCHOOL BOARDS ASSOC	10/29/2009	1,450.00
355662	NCS PEARSON INC	10/29/2009	605.16
355663	NEIGHBORHOOD HOUSE	10/29/2009	109.00
355664	NELSON, RANDALL	10/29/2009	25.00
355665	NESVIG PAUL	10/29/2009	81.00

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355666	NEWELL MARGARET	10/29/2009	175.00
355667	NEXTEL COMMUNICATIONS	10/29/2009	944.78
355668	NICE, KATIE	10/29/2009	82.57
355669	NOLAN KEITH	10/29/2009	15.00
355670	NORCOSTCO	10/29/2009	24,582.50
355671	NORDENSTROM, CARLA L	10/29/2009	45.00
355672	NORTH CENTRAL TRUCK EQUIPMENT	10/29/2009	893.55
355673	NORTH RAMSEY CTY CHAPTER OF TH	10/29/2009	1,500.00
355674	NORTHEAST METRO 916	10/29/2009	737.64
355675	NORTHEAST METRO INTERMEDIATE D	10/29/2009	37,207.07
355676	NORTHERN VOICES	10/29/2009	4,743.00
355677	NORTHSTAR ACCESS LLC	10/29/2009	1,278.30
355678	NORTHWEST ASPHALT	10/29/2009	36,571.38
355679	NOVAK, JIM	10/29/2009	120.00
355680	OFFICE DEPOT	10/29/2009	509.65
355681	OLSEN SAFETY EQUIPMENT	10/29/2009	840.15
355682	OLSON, CATHERINE A	10/29/2009	266.00
355683	ON SITE SANITATION INC	10/29/2009	833.55
355684	ORANGE TREE EMPLOYMENT SCREENI	10/29/2009	575.60
355685	ORBELL, RAY	10/29/2009	50.00
355686	ORIENTAL TRADING CO INC	10/29/2009	85.94
355687	ORIX PUBLIC FINANCE LLC	10/29/2009	55,831.80
355688	PAI, ANANTH P	10/29/2009	1,703.27
355689	PARTS ASSOC INC	10/29/2009	153.08
355690	PARTS NOW ! LLC	10/29/2009	218.00
355691	P B B S EQUIPMENT CORP	10/29/2009	411.76
355692	PCI EDUCATIONAL PUBLISHING	10/29/2009	713.19
355693	Vendor Continued Check	10/29/2009	0.00
355694	PEARSON MECHANICAL SERVICES IN	10/29/2009	57,596.77
355695	PEARSON EDUCATION INC	10/29/2009	497.82
355696	PERKINS INC	10/29/2009	30,019.80
355697	PESI LLC	10/29/2009	1,109.94
355698	PETERSON, BETSY J	10/29/2009	616.16
355699	PETERSON BROS ROOFING & CONST	10/29/2009	3,682.30
355700	PETERSON KENT A	10/29/2009	400.00
355701	PETERSON, SHERI	10/29/2009	189.00
355702	PETTY CASH	10/29/2009	288.39
355703	PETTY CASH	10/29/2009	24.94
355704	PETTY CASH	10/29/2009	329.69
355705	PETTY CASH	10/29/2009	1,000.00
355706	PETTY CASH	10/29/2009	225.00
355707	PFEFFER'S CLEANERS	10/29/2009	261.10
355708	PHOTO WAREHOUSE	10/29/2009	344.95
355709	PINE TREE APPLE ORCHARD	10/29/2009	580.75
355710	PIONEER PRESS	10/29/2009	74.20
355711	PITCHER, JULIE K	10/29/2009	175.00
355712	PITNEY BOWES PURCHASE POWER	10/29/2009	134.73
355713	PITNEY BOWES	10/29/2009	618.00
355714	PITNEY BOWES	10/29/2009	651.00
355715	PIZZA HUT	10/29/2009	550.00

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355716	PLASTER MARK A	10/29/2009	114.40
355717	PM ENTERPRISE	10/29/2009	425.00
355718	POKORNY MARY	10/29/2009	918.04
355719	POSITIVE PROMOTIONS	10/29/2009	1,589.76
355720	POSTMASTER	10/29/2009	44.00
355721	PREISLER PAM	10/29/2009	90.00
355722	PREMIER LIGHTING INC	10/29/2009	618.17
355723	PREMIER AGENDAS INC	10/29/2009	5,067.37
355724	PRESS PUBLICATIONS	10/29/2009	244.09
355725	PRESSELLER TRACY	10/29/2009	304.61
355726	PRO-ED INC	10/29/2009	178.20
355727	PROJECTUS	10/29/2009	934.50
355728	PSAT/NMSQT	10/29/2009	3,572.00
355729	QSP INC	10/29/2009	6,182.84
355730	R & R SPECIALTIES INC	10/29/2009	1,450.00
355731	R-B FOODS INC	10/29/2009	2,131.92
355732	RAMSEY COUNTY COMM HUMAN SVCS	10/29/2009	32,023.00
355733	RASMUSSEN, JEAN H	10/29/2009	82.50
355734	REALLY GOOD STUFF INC	10/29/2009	99.53
355735	REASON	10/29/2009	380.50
355736	REBER, TIMOTHY J	10/29/2009	120.00
355737	RED RIVER COMMODITIES, INC.	10/29/2009	489.00
355738	REDWOOD SIGNS	10/29/2009	7,880.00
355739	REFRIGERATION HARDWARE SUPPLY	10/29/2009	236.25
355740	RELIABLE OFFICE SUPPLIES	10/29/2009	161.47
355741	RENAISSANCE LEARNING INC	10/29/2009	77.74
355742	RICHTER ANN	10/29/2009	12.00
355743	RM COTTON COMPANY	10/29/2009	280.50
355744	ROBERTS BUSINESS FORMS	10/29/2009	5,780.00
355745	ROBINSON DAVID M	10/29/2009	81.00
355746	ROSEMOUNT SAW & TOOL CORP	10/29/2009	180.20
355747	ROSSBACH PATRICIA	10/29/2009	33.36
355748	RS EDEN	10/29/2009	194.48
355749	RUIZ TONY	10/29/2009	54.00
355750	S & T OFFICE PRODUCTS INC	10/29/2009	363.66
355751	SALZMAN, SHARI	10/29/2009	110.00
355752	SAM'S CLUB #6309	10/29/2009	35.00
355753	SANNES, EMILY	10/29/2009	80.00
355754	SCANTRON CORPORATION	10/29/2009	167.71
355755	SCHARBER & SONS	10/29/2009	163.73
355756	SCHLIEP LINDA SUE	10/29/2009	288.16
355757	SCHLUENDER, LINDA	10/29/2009	165.14
355758	SCHMITT MUSIC COMPANY	10/29/2009	74.80
355759	SCHOCHET, HANNAH M	10/29/2009	61.95
355760	SCHOLASTIC LIBRARY PUBLISHING	10/29/2009	10.79
355761	SCHOLASTIC MAGAZINES	10/29/2009	399.48
355762	SCHOOL HEALTH	10/29/2009	310.75
355763	SCHUMACHER WHOLESALE MEATS	10/29/2009	25,651.85
355764	SCHUMACHER, NESS	10/29/2009	63.00
355765	SCHWAAB INC	10/29/2009	93.87

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355766	SECURITAS SEC SVCS USA INC	10/29/2009	1,206.70
355767	SEDRO SUSAN L	10/29/2009	194.44
355768	SEEVER GRAY	10/29/2009	24.00
355769	SELECTACCOUNT	10/29/2009	1,776.50
355770	SELEEN, KEITH	10/29/2009	54.00
355771	Vendor Continued Check	10/29/2009	0.00
355772	SENTRY SYSTEMS INC	10/29/2009	1,958.00
355773	SHAROT, ROB	10/29/2009	25.00
355774	SHIFFLER EQUIPMENT SALES INC	10/29/2009	656.52
355775	SIMANSKI, KIMBERLY K	10/29/2009	320.00
355776	SIMSHAUSER, KIMBERLY P	10/29/2009	187.59
355777	SKUPA NANCY	10/29/2009	124.45
355778	SLATOR, KEVIN T	10/29/2009	65.00
355779	SNAP ON TOOLS	10/29/2009	757.58
355780	SNYDER, SCOTT	10/29/2009	50.00
355781	SORENSEN, MATT	10/29/2009	60.00
355782	SOUTHWEST PREFERRED FINISHING	10/29/2009	244.98
355783	SPECIALTY PROMOTIONS	10/29/2009	8.00
355784	SPECIAL ED RULES	10/29/2009	1,752.00
355785	SPIESS, LISA M	10/29/2009	49.99
355786	ST PAUL LINOLEUM & CARPET COMP	10/29/2009	7,460.00
355787	Vendor Continued Check	10/29/2009	0.00
355788	STAPLES ADVANTAGE	10/29/2009	6,663.72
355789	STAR TRIBUNE	10/29/2009	81.70
355790	STATE SUPPLY CO	10/29/2009	1,907.13
355791	STEHLY, CAROL	10/29/2009	35.00
355792	STEICHENS SPORTING GOODS	10/29/2009	1,415.50
355793	STIRLING CONNIE	10/29/2009	200.00
355794	STONEHOUSE, ERIN	10/29/2009	225.00
355795	STRINGER BUSINESS SYSTEMS INC	10/29/2009	483.00
355796	STUCYNSKI, JILL L	10/29/2009	41.24
355797	STUDY ISLAND	10/29/2009	150.00
355798	SUBURBAN FLOOR COVERING	10/29/2009	4,364.00
355799	SUCCESS BEYOND THE CLASSROOM	10/29/2009	510.00
355800	SUNDEEN, SUSAN M	10/29/2009	107.83
355801	SUPER DUPER PUBLICATIONS	10/29/2009	140.75
355802	Vendor Continued Check	10/29/2009	0.00
355803	SUPERIOR TRANSIT SALES LLC	10/29/2009	4,138.53
355804	SURPLUS SERVICES	10/29/2009	41.00
355805	SWENDSEN, KERRY	10/29/2009	264.00
355806	SWITZER, LISA MARIE	10/29/2009	48.99
355807	TAHER INC	10/29/2009	4,203.65
355808	TARGET BANK	10/29/2009	5.54
355809	TEACHERS CURRICULUM INSTITUTE	10/29/2009	5,173.20
355810	TEAM SPORTING GOODS INC	10/29/2009	899.10
355811	TENNANT, MELISA	10/29/2009	28.86
355812	TESCHENDORF, RACHEL	10/29/2009	245.00
355813	Vendor Continued Check	10/29/2009	0.00
355814	TIERNEY BROTHERS INC	10/29/2009	130,885.50
355815	TIME FOR KIDS	10/29/2009	517.14

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355816	TOOLS FOR SCHOOLS/GOOD SOURCE	10/29/2009	10,651.20
355817	TOP TEMPORARY	10/29/2009	575.25
355818	TOWER ASPHALT INC	10/29/2009	96,148.93
355819	TRANS-MISSISSIPPI BIO SUPPLY	10/29/2009	92.40
355820	TRAVEL LEADERS	10/29/2009	4,821.67
355821	TRI STATE BOBCAT	10/29/2009	231.82
355822	TRIGGS CARLA	10/29/2009	62.49
355823	TRIO SUPPLY COMPANY	10/29/2009	16,474.50
355824	TULEVA CONSULTING LTD	10/29/2009	1,590.00
355825	TURFWERKS INC	10/29/2009	569.90
355826	U.S. ENERGY SERVICES INC	10/29/2009	4,045.16
355827	UCARE MINNESOTA	10/29/2009	260.00
355828	UHL CO INC	10/29/2009	1,195.00
355829	UNIVERSITY OF MINNESOTA	10/29/2009	2,900.00
355830	US AWARDS	10/29/2009	1,915.85
355831	VACATION SPORTS	10/29/2009	537.50
355832	VADNAIS HEIGHTS (CITY OF)	10/29/2009	2,689.04
355833	VADNAIS HEIGHTS (CITY OF)	10/29/2009	3,000.00
355834	VANDERBILT UNIVERSITY	10/29/2009	103.00
355835	VARSITY SPIRIT FASHIONS	10/29/2009	1,575.45
355836	VAUGHN DEBRA	10/29/2009	40.00
355837	VIKING ELECTRIC SUPPLY	10/29/2009	9,548.43
355838	VIKING INDUSTRIAL CENTER	10/29/2009	121.55
355839	VILLWOCK ROBYN	10/29/2009	87.50
355840	WALD TIM	10/29/2009	59.95
355841	WALTERS REBUILDERS	10/29/2009	249.95
355842	WASHINGTON CO PUBLIC HEALTH	10/29/2009	831.00
355843	WASHINGTON STATE DAIRY COUNCIL	10/29/2009	129.60
355844	WATERS, FAITH	10/29/2009	82.57
355845	WHITE BEAR BODY SHOP INC	10/29/2009	275.00
355846	WHITE BEAR LOCKSMITH INC	10/29/2009	135.20
355847	WHITE BEAR LAKE AREA HIGH SCH	10/29/2009	270.00
355848	WHITE BEAR LAKE AREA HIGH SCH	10/29/2009	1,200.00
355849	WHITE BEAR LAKE (CITY OF)	10/29/2009	3,423.60
355850	WEBER ELECTRIC INC	10/29/2009	14,640.00
355851	WEEKLY READER	10/29/2009	263.34
355852	WEST MUSIC COMPANY	10/29/2009	322.02
355853	WIGHTMAN, NOVA	10/29/2009	125.00
355854	WILDMAN HILAL, ANDREA L	10/29/2009	97.35
355855	WILLIAM V MACGILL & CO	10/29/2009	1,558.90
355856	WILLIAMS, LAURA L	10/29/2009	600.30
355857	WIMER, MARY KATHRYN	10/29/2009	150.00
355858	WOODWIND BRASSWIND	10/29/2009	266.95
355859	WT COX SUBSCRIPTIONS INC	10/29/2009	26.95
355860	Vendor Continued Check	10/29/2009	0.00
355861	XCEL ENERGY	10/29/2009	73,530.58
355862	XEROX CORPORATION	10/29/2009	331.84
355863	ZELENAK, MARK	10/29/2009	120.00
355864	ZWONITZER, LORA JEANNE	10/29/2009	158.40

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499	Computer	Check(s) For a Total of	2,610,799.58

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346875	AREVALOS, LORELINE	10/29/2009	3.99
346893	BOOTH, KARLA J	10/29/2009	424.00
347045	JACOBSEN, DANA	10/29/2009	47.00
347113	MONSON, SHARON	10/29/2009	45.00
348139	VANG YING	10/29/2009	5.00
350412	CUMMINS NPOWER LLC	10/29/2009	179.94
354072	LUBRANT, NANCY JEAN	10/29/2009	175.00
354132	NEWELL MARGARET	10/29/2009	175.00
354238	SKUPA NANCY	10/29/2009	175.00
354245	SPIESS, LISA M	10/29/2009	175.00
354513	SIMANSKI, KIMBERLY K	10/29/2009	320.00
354754	MONTESSORI SERVICES	10/29/2009	196.00
355016	ENVIROMATIC CORP OF AMERICA	10/29/2009	343.88
355316	TOWER ASPHALT INC	10/29/2009	507,358.33
14	Void	Check(s) For a Total of	509,623.14

	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
	499	Computer	Checks For a Total of	2,610,799.58
Total For	499	Manual, Wire Tran, ACH & Computer	Checks	2,610,799.58
Less	14	Voided	Checks For a Total of	509,623.14
			Net Amount	2,101,176.44

Check Nbr	Vendor Name	Check Date	Check Amount
355348	AIG	10/27/2009	8,113.12
355349	Vendor Continued Check	10/27/2009	0.00
355350	AMERICAN FUNDS	10/27/2009	67,061.37
355351	AMERICAN UNITED LIFE	10/27/2009	42,520.68
355352	AMERIPRISE	10/27/2009	10,890.70
355353	AXA EQUITABLE	10/27/2009	12,594.83
355354	ECMC	10/27/2009	183.88
355355	EDUCATION MN ESI BILLING TRUST	10/27/2009	19,208.86
355356	IUOE #70	10/27/2009	2,056.09
355357	METROPOLITAN LIFE	10/27/2009	4,327.20
355358	MN CHILD SUPPORT	10/27/2009	2,160.60
355359	MN DEPT OF REVENUE	10/27/2009	129.00
355360	THE ROSE LAW FIRM, PLLC	10/27/2009	122.59
355361	SCHOOL SERVICE EMPLOYEES	10/27/2009	5,575.20
355362	STEWART, ZLIMEN & JUNGERS LTD	10/27/2009	214.74
355363	US DEPT OF EDUCATION	10/27/2009	314.68
355364	US TREASURY	10/27/2009	619.48
355365	VANGUARD SMALL BUSINESS SERVIC	10/27/2009	17,193.19
18	Computer	Check(s) For a Total of	193,286.21

	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
	18	Computer	Checks For a Total of	193,286.21
Total For	18	Manual, Wire Tran, ACH & Computer	Checks	193,286.21
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	193,286.21

Check Nbr	Vendor Name	Check Date	Check Amount
354914	1ST LINE/LEEWES VENTURES LLC	10/15/2009	133.73
354915	AACC INTL	10/15/2009	95.00
354916	AARP DRIVER SAFETY PROGRAM	10/15/2009	414.00
354917	AARP DRIVER SAFETY PROGRAM	10/15/2009	296.00
354918	AARP DRIVER SAFETY PROGRAM	10/15/2009	270.00
354919	ABBOTT PAINT & CARPET INC	10/15/2009	178.60
354920	ABEE INC	10/15/2009	2,540.00
354921	ABILITATIONS	10/15/2009	113.67
354922	ACADEMIC SUPERSTORE	10/15/2009	453.70
354923	ACDA OF MINNESOTA	10/15/2009	147.00
354924	ACER AMERICA CORP	10/15/2009	199.00
354925	ACTIVE.COM	10/15/2009	104.00
354926	ADAMS LINDA	10/15/2009	108.38
354927	ADVANCED WIRELESS COMMUNICATIO	10/15/2009	129.18
354928	ALL CITIES CLEANING LLC	10/15/2009	1,652.63
354929	AMERICAN ASSOC OF SCHOOL ADMIN	10/15/2009	599.00
354930	AMERICAN MESSAGING	10/15/2009	195.71
354931	AMERICAN RED CROSS	10/15/2009	96.00
354932	AMERIPRIDE SERVICES	10/15/2009	687.76
354933	ANFANG SALLY G	10/15/2009	93.97
354934	Vendor Continued Check	10/15/2009	0.00
354935	APPLIED ENVIRONMENTAL SCI INC	10/15/2009	9,634.24
354936	ARNOLDI, GARY	10/15/2009	80.00
354937	ASSOC FOR SUPERVISION & CURRIC	10/15/2009	219.00
354938	BARNES & NOBLE	10/15/2009	5,640.00
354939	Vendor Continued Check	10/15/2009	0.00
354940	BARTHOLD	10/15/2009	847.80
354941	BATTERIES PLUS	10/15/2009	668.52
354942	BATTLE, DAVID	10/15/2009	25.00
354943	BELLICOT, BRIAN	10/15/2009	81.00
354944	BIX PRODUCE COMPANY INC	10/15/2009	10,074.16
354945	Vendor Continued Check	10/15/2009	0.00
354946	BLICK ART MATERIALS	10/15/2009	1,741.01
354947	BOELTL, JOSEPH	10/15/2009	50.00
354948	BOWERMASTER TRACI	10/15/2009	129.13
354949	BOYER TRUCKS	10/15/2009	108.00
354950	BRAY CHERYL RAE	10/15/2009	17.00
354951	BROWN DAVID	10/15/2009	181.00
354952	BROWN, MATT	10/15/2009	60.00
354953	BRUNEAU, GAIL	10/15/2009	30.00
354954	BUTTERS CRYSTAL	10/15/2009	251.33
354955	CAMP ST CROIX	10/15/2009	1,045.50
354956	CAMPBELL, GREGORY M	10/15/2009	49.50
354957	CAPAN NANCY	10/15/2009	175.00
354958	CAPSTONE PRESS INC	10/15/2009	116.53
354959	CARTRIDGE CARE	10/15/2009	267.00
354960	CATCO PARTS SERVICE	10/15/2009	116.50
354961	CDW GOVERNMENT INC	10/15/2009	130.01
354962	CERTIFIED LABORATORIES	10/15/2009	31.90
354963	CHARAI, AHMED	10/15/2009	127.00

Check Nbr	Vendor Name	Check Date	Check Amount
354964	CHARLEY WYSER MUSICAL SERVICES	10/15/2009	19.00
354965	CHECK AWARDS	10/15/2009	5,070.00
354966	THE CHILDREN'S THEATRE COMPANY	10/15/2009	912.75
354967	CHLEBECEK, ROGER J	10/15/2009	183.70
354968	CHRISTIAN, MATT	10/15/2009	60.00
354969	CIPRA, BRIAN	10/15/2009	2,222.00
354970	CITI-CARGO & STORAGE CO INC	10/15/2009	85.00
354971	CLASSROOMDIRECT	10/15/2009	464.40
354972	CLEVELAND, ROLAND	10/15/2009	80.00
354973	COCA-COLA BOTTLING MIDWEST CO	10/15/2009	3,885.60
354974	COMCAST	10/15/2009	5.27
354975	COMCAST	10/15/2009	67.95
354976	COMCAST	10/15/2009	264.94
354977	COMSTOCK & SONS INC	10/15/2009	2,040.00
354978	CONSTRUCTION MANAGEMENT BUILDI	10/15/2009	5,840.00
354979	CONTINENTAL RESEARCH CORP	10/15/2009	278.48
354980	COOKIETREE INC	10/15/2009	3,182.00
354981	COOPS SPORTSWEAR	10/15/2009	45.00
354982	COPY IMAGES INC	10/15/2009	3,368.62
354983	Vendor Continued Check	10/15/2009	0.00
354984	COPY IMAGES INC	10/15/2009	4,124.13
354985	COUILLARD TOM	10/15/2009	70.00
354986	CROSSWINDS ARTS & SCIENCE SCHO	10/15/2009	100.00
354987	CUB FOODS OF WOODBURY	10/15/2009	29.16
354988	CUSTOM REFRIGERATION	10/15/2009	174.50
354989	DAKOTA COUNTY TREASURER	10/15/2009	25.00
354990	Vendor Continued Check	10/15/2009	0.00
354991	Vendor Continued Check	10/15/2009	0.00
354992	Vendor Continued Check	10/15/2009	0.00
354993	DALCO CORPORATION	10/15/2009	7,322.21
354994	DALLAGER, EMILY	10/15/2009	50.00
354995	DARLING, SARAH	10/15/2009	80.00
354996	DECKER EQUIPMENT	10/15/2009	158.00
354997	DEEP PORTAGE	10/15/2009	7,474.00
354998	DEGARDNER RICK	10/15/2009	175.00
354999	DEHN, SCOTT	10/15/2009	54.00
355000	DELL MARKETING LP	10/15/2009	6,238.84
355001	DELTA EDUCATION	10/15/2009	274.74
355002	DERAAD MAX D	10/15/2009	167.38
355003	DESIGN TRANSFORMATIONS	10/15/2009	50.00
355004	DESMET KELLY	10/15/2009	113.54
355005	DIRECT ADVANTAGE	10/15/2009	566.71
355006	DIVERSIFIED SNACK DISTRIBUTION	10/15/2009	15,082.64
355007	DOOR SERVICE COMPANY	10/15/2009	919.00
355008	DOYLE, BRIAN	10/15/2009	25.00
355009	DR STEVE KAHN PHD LP & ASSOC	10/15/2009	4,087.23
355010	E.L. REINHARDT COMPANY INC	10/15/2009	399.94
355011	EASY ENGLISH NEWS	10/15/2009	194.40
355012	EASY FUNDRAISING IDEAS	10/15/2009	1,000.00
355013	ECOLAB	10/15/2009	1,967.61

Check Nbr	Vendor Name	Check Date	Check Amount
355014	EDUTEK MIDWEST	10/15/2009	2,870.00
355015	EDWARD DON & COMPANY	10/15/2009	675.60
355016	ENVIROMATIC CORP OF AMERICA	10/15/2009	343.88
355017	EPA AUDIO VISUAL INC	10/15/2009	148.74
355018	ESSON, ANN	10/15/2009	80.50
355019	FEDEX	10/15/2009	13.00
355020	FERRERI LOU	10/15/2009	460.43
355021	FESTIVAL FOODS-KNOWLAN'S	10/15/2009	997.26
355022	FIRSTGROUP AMERICA	10/15/2009	121,066.97
355023	FIUTAK, TOM	10/15/2009	120.00
355024	FOLLETT LIBRARY RESOURCES	10/15/2009	780.83
355025	FRATTALONES HARDWARE STORES	10/15/2009	1,678.54
355026	FRINK, PAM LARSON	10/15/2009	38.00
355027	FROGNER JANINE	10/15/2009	76.12
355028	G&K SERVICES INC	10/15/2009	1,701.57
355029	G&K SERVICES INC	10/15/2009	501.06
355030	G&K SERVICES INC	10/15/2009	153.70
355031	GALLATIN, EMILY K	10/15/2009	41.97
355032	GALLAGHERS NORTHWESTERN TIRE C	10/15/2009	762.95
355033	GCS SERVICE INC	10/15/2009	486.55
355034	GE, LI	10/15/2009	189.00
355035	GE MONEY BANK	10/15/2009	563.19
355036	GERTEN, JIM	10/15/2009	72.00
355037	GL SPORTS	10/15/2009	432.00
355038	GLOBAL GOV'T/ED	10/15/2009	290.00
355039	GOAL GETTERS	10/15/2009	228.00
355040	GOODIN COMPANY	10/15/2009	109.34
355041	GOPHER	10/15/2009	421.52
355042	GRAFFIC TRAFFIC LLC	10/15/2009	1,709.00
355043	Vendor Continued Check	10/15/2009	0.00
355044	GRAINGER	10/15/2009	2,991.88
355045	GRANDMA'S BAKERY INC	10/15/2009	48.34
355046	GREAT AMER OPPORTUNITIES INC	10/15/2009	2,742.00
355047	GREATAMERICA LEASING CORP	10/15/2009	882.41
355048	GROCHOWSKI RICHARD A	10/15/2009	194.70
355049	GROTH MUSIC CO	10/15/2009	800.00
355050	GROTH MUSIC CO	10/15/2009	400.15
355051	GROTH, RONALD H	10/15/2009	81.00
355052	GRUBS, BROOK	10/15/2009	85.00
355053	H & B SPECIALIZED PRODUCTS	10/15/2009	1,753.00
355054	HAFNER LORI	10/15/2009	105.98
355055	HALGERSON, JEFFREY	10/15/2009	80.00
355056	Vendor Continued Check	10/15/2009	0.00
355057	HALLBERG ENGINEERING	10/15/2009	13,151.20
355058	HAMILTON CONNIE	10/15/2009	34.65
355059	HARDWICK, ZOLA	10/15/2009	29.00
355060	HAZELDEN	10/15/2009	695.00
355061	HAZELDEN	10/15/2009	150.00
355062	HEALY JASON	10/15/2009	55.34
355063	HEAP, WILLIAM H	10/15/2009	320.00

Check Nbr	Vendor Name	Check Date	Check Amount
355064	HEART, TAMI	10/15/2009	75.00
355065	HERITAGE FESTIVALS	10/15/2009	3,025.00
355066	HILL RICKY	10/15/2009	150.00
355067	HILLYARD INC MINNEAPOLIS	10/15/2009	494.04
355068	Vendor Continued Check	10/15/2009	0.00
355069	HOGLUND BUS AND TRUCK CO	10/15/2009	2,948.36
355070	HORST, KEVIN	10/15/2009	127.00
355071	Vendor Continued Check	10/15/2009	0.00
355072	Vendor Continued Check	10/15/2009	0.00
355073	Vendor Continued Check	10/15/2009	0.00
355074	Vendor Continued Check	10/15/2009	0.00
355075	Vendor Continued Check	10/15/2009	0.00
355076	Vendor Continued Check	10/15/2009	0.00
355077	HOUGHTON MIFFLIN HARCOURT	10/15/2009	12,593.36
355078	HSC WORKSHOPS	10/15/2009	164.00
355079	HYLEN JENNIFER	10/15/2009	25.00
355080	IN FISHERMAN	10/15/2009	18.00
355081	INDUSTRIAL DOOR CO INC	10/15/2009	352.58
355082	INSTITUTE FOR MULTI SENSORY ED	10/15/2009	35.90
355083	INTA JUICE	10/15/2009	188.50
355084	INTEGRA TELECOM	10/15/2009	711.93
355085	INTERMEDIATE DISTRICT 287	10/15/2009	9,819.61
355086	INTL READING ASSOC	10/15/2009	129.00
355087	IRGENS, LINDA S	10/15/2009	192.04
355088	ISD #508 ST PETER PUBLIC SCHOO	10/15/2009	13,794.72
355089	ISD #621 MOUNDS VIEW PUB SCH	10/15/2009	23,951.36
355090	ISD #622 NO ST PAUL/MAPLEWOOD	10/15/2009	4,293.52
355091	J'S CANVAS WORLD, INC.	10/15/2009	1,780.00
355092	JASIN, BETHANY	10/15/2009	109.00
355093	JC ENVIRONMENTAL & DEMOLITION	10/15/2009	1,700.00
355094	JOHNSON DOUG	10/15/2009	81.00
355095	JOSTENS INC	10/15/2009	3,000.00
355096	JUNIOR LIBRARY GUILD	10/15/2009	354.00
355097	KARLSBURGER FOODS INC	10/15/2009	111.90
355098	KATH COMPANIES	10/15/2009	16,457.07
355099	KELVIN LP	10/15/2009	514.97
355100	KEYS CAFE & BAKERY	10/15/2009	110.66
355101	KHALIF, ISMID	10/15/2009	200.00
355102	KLAMMER, SUSAN J	10/15/2009	59.99
355103	KLEIN, TIMOTHY	10/15/2009	250.00
355104	KNOLL JEFF	10/15/2009	105.00
355105	KOLBOW, CANDICE	10/15/2009	80.00
355106	KOLBOW, RANDY	10/15/2009	80.00
355107	KORLIN, LAURIE	10/15/2009	58.00
355108	KOWITZ MARY J	10/15/2009	132.63
355109	KRAUS ANDERSON CONSTRUCTION CO	10/15/2009	107,722.89
355110	KUBITZ EDUCATIONAL SERVICES	10/15/2009	509.95
355111	LAB SAFETY SUPPLY CO INC	10/15/2009	57.71
355112	LABELLE PAUL H	10/15/2009	60.00
355113	LAKE COUNTRY BOOKSELLERS	10/15/2009	134.38

Check Nbr	Vendor Name	Check Date	Check Amount
355114	LAKESHORE LEARNING MATERIALS	10/15/2009	1,370.57
355115	LANGUAGE LINE SERVICES	10/15/2009	53.04
355116	LASHOMB BRIAN	10/15/2009	180.00
355117	LASHOMB ROGER	10/15/2009	120.00
355118	LAWSON PRODUCTS INC	10/15/2009	251.88
355119	LENDWAY, THERESA	10/15/2009	25.00
355120	DIANA FLORES LEON	10/15/2009	400.00
355121	LIFESPAN	10/15/2009	4,200.00
355122	LOVEGREEN RISK MANAGMENT LLC	10/15/2009	9,720.28
355123	MACKIN LIBRARY MEDIA	10/15/2009	1,151.13
355124	MALLOY/MONTAGUE/KARNOWSKI & CO	10/15/2009	9,100.00
355125	MANKE ANNE	10/15/2009	107.21
355126	MANKE KATHLEEN	10/15/2009	199.86
355127	MARCROFT PATRICIA L	10/15/2009	113.85
355128	MARRCH	10/15/2009	194.00
355129	MARTINSON KARA	10/15/2009	36.58
355130	MARTINEZ, LORAELEE	10/15/2009	3.99
355131	MARTIN, LUCAS	10/15/2009	5.00
355132	MARTIN-MCALLISTER	10/15/2009	800.00
355133	MCCORMICK, JUANITA H	10/15/2009	200.41
355134	MCCORMICK JUDY	10/15/2009	44.96
355135	MCGRAW, CANDY	10/15/2009	171.93
355136	MCGRAW TIM	10/15/2009	70.35
355137	MCKEE FOODS CORPORATION	10/15/2009	518.56
355138	MCMAHON MARGARET	10/15/2009	120.00
355139	MCMANAMON, JANET B	10/15/2009	16.95
355140	MCNEELY, ROBERT J	10/15/2009	220.00
355141	MELLOUKY, RADOUANE	10/15/2009	127.00
355142	Vendor Continued Check	10/15/2009	0.00
355143	MERCURY OFFICE SUPPLY	10/15/2009	222.21
355144	METRO ECSU	10/15/2009	80.00
355145	MICHAEL BASICH INC	10/15/2009	5,460.00
355146	MICHEL, ROCHELLE N	10/15/2009	127.00
355147	MIDWEST BUS PARTS INC	10/15/2009	1,012.40
355148	MILLER, RICHARD	10/15/2009	194.00
355149	MINVALCO INC	10/15/2009	140.04
355150	MN ASSOC OF ADMIN OF STATE	10/15/2009	375.00
355151	MN ASSOC OF STUDENT COUNCILS	10/15/2009	105.00
355152	MN ASSOC OF SECRETARIES TO THE	10/15/2009	40.00
355153	MN ASSOC OF IB WORLD SCHOOLS	10/15/2009	200.00
355154	MN CATHOLIC SCHOOLS MAP CONSOR	10/15/2009	3,162.50
355155	MN COACHES INC	10/15/2009	4,448.52
355156	MN DEPT OF HEALTH	10/15/2009	15.00
355157	MN DEPT OF LABOR & INDUSTRY	10/15/2009	100.00
355158	MN ELEMENTARY SCH PRIN ASSOC	10/15/2009	773.00
355159	MN ELEVATOR INC	10/15/2009	269.73
355160	MN HISTORICAL SOCIETY	10/15/2009	20.00
355161	MN HISTORICAL SOCIETY	10/15/2009	665.00
355162	MN JUNIOR HIGH SCHOOL	10/15/2009	50.00
355163	MN REVENUE	10/15/2009	240.00

Check Nbr	Vendor Name	Check Date	Check Amount
355164	MOBILE RADIO ENGINEERING INC	10/15/2009	3,796.00
355165	MONGAUP TECHNOLOGIES	10/15/2009	107.66
355166	MONTGOMERY JACOB	10/15/2009	30.62
355167	MOORHEAD MACHINERY & BOILER CO	10/15/2009	4,515.23
355168	MOVIE LICENSING USA	10/15/2009	700.00
355169	MUSTAR BETH	10/15/2009	75.00
355170	NAMIFIERS LLC	10/15/2009	1,775.30
355171	NATL ASSOC OF SECONDARY SCHOOL	10/15/2009	125.00
355172	NATL GEOGRAPHIC MAPS	10/15/2009	32.95
355173	NATL RECREATION & PARK ASSOC	10/15/2009	140.00
355174	Vendor Continued Check	10/15/2009	0.00
355175	NATL SCHOOL BOARDS ASSOC	10/15/2009	3,375.00
355176	NATL SCIENCE TEACHERS ASSOC	10/15/2009	1,069.00
355177	NCS PEARSON INC	10/15/2009	250.16
355178	NEIGHBORHOOD HOUSE	10/15/2009	763.00
355179	NEOPOST INC	10/15/2009	226.04
355180	NILSEN, ROBERT L	10/15/2009	300.00
355181	NOLAN KEITH	10/15/2009	170.00
355182	NORCENTRONIX DISTRIBUTING	10/15/2009	630.00
355183	NORCOSTCO	10/15/2009	32,482.50
355184	Vendor Continued Check	10/15/2009	0.00
355185	NORTH CENTRAL TRUCK EQUIPMENT	10/15/2009	7,963.88
355186	NORTHEAST METRO 916	10/15/2009	400.00
355187	NORTHEAST METRO INTERMEDIATE D	10/15/2009	37,057.21
355188	NORTHERN FOREST PRODUCTS LLC	10/15/2009	1,646.70
355189	NORTHERN LANDSCAPE & IRRIGATIO	10/15/2009	682.95
355190	NORTHWEST GRAPHIC SUPPLY CO	10/15/2009	507.35
355191	NOVAK, JIM	10/15/2009	60.00
355192	O'REILLY AUTOMOTIVE INC	10/15/2009	3,682.88
355193	Vendor Continued Check	10/15/2009	0.00
355194	OFFICE DEPOT	10/15/2009	454.75
355195	OLD DUTCH FOODS INC	10/15/2009	1,700.16
355196	OLD GEM THEATER	10/15/2009	150.00
355197	OLSEN FIRE PROTECTION	10/15/2009	3,263.00
355198	OLSON, SUE	10/15/2009	69.00
355199	OLYMPIC COMMUNICATIONS, INC.	10/15/2009	890.00
355200	Vendor Continued Check	10/15/2009	0.00
355201	ON SITE SANITATION INC	10/15/2009	1,026.38
355202	ORANGE TREE EMPLOYMENT SCREENI	10/15/2009	836.70
355203	ORBELL, RAY	10/15/2009	205.00
355204	OXYGEN SERVICE CO INC	10/15/2009	135.13
355205	PAMS LUNCHROOM LLC	10/15/2009	4,548.12
355206	PAN-O-GOLD	10/15/2009	3,101.81
355207	PAURUS, PAUL	10/15/2009	127.00
355208	PAYPAL INC-VPS	10/15/2009	54.10
355209	P B B S EQUIPMENT CORP	10/15/2009	219.88
355210	PBS DISTRIBUTION LLC	10/15/2009	87.92
355211	Vendor Continued Check	10/15/2009	0.00
355212	Vendor Continued Check	10/15/2009	0.00
355213	PEARSON MECHANICAL SERVICES IN	10/15/2009	21,584.88

Check Nbr	Vendor Name	Check Date	Check Amount
355214	PELTIER NANCY	10/15/2009	175.00
355215	PETERSON REBECCA	10/15/2009	1,099.00
355216	PETERSON WAYNE	10/15/2009	62.70
355217	PETTY CASH	10/15/2009	131.89
355218	PHOENIX ALTERNATIVES INC	10/15/2009	51.00
355219	POKORNY MARY	10/15/2009	178.51
355220	POLAR CHEVROLET MAZDA	10/15/2009	478.75
355221	POSTMASTER	10/15/2009	512.00
355222	PRANGHOFER PAUL	10/15/2009	54.00
355223	PRAXAIR DISTRIBUTION INC	10/15/2009	85.92
355224	PREMIER AGENDAS INC	10/15/2009	50.95
355225	PRESS PUBLICATIONS	10/15/2009	268.85
355226	PRESSELLER TRACY	10/15/2009	33.44
355227	PROJECT LEAD THE WAY	10/15/2009	7,247.84
355228	PROJECTUS	10/15/2009	2,712.36
355229	PURINTON, KEVIN	10/15/2009	100.00
355230	QWEST	10/15/2009	254.52
355231	RA PEARSON & ASSOCIATES	10/15/2009	5,600.00
355232	RANDALL, JODY M	10/15/2009	87.30
355233	RASMUSSEN, JEAN H	10/15/2009	360.41
355234	READ NATURALLY INC	10/15/2009	916.30
355235	REINHART FOOD SERVICE	10/15/2009	3,625.70
355236	RELIABLE OFFICE SUPPLIES	10/15/2009	234.07
355237	RENAISSANCE LEARNING INC	10/15/2009	379.73
355238	RENAISSANCE LEARNING	10/15/2009	249.00
355239	RIGHTWAY GLASS INC	10/15/2009	230.00
355240	RITTENHOUSE PAUL D	10/15/2009	60.00
355241	ROSEVILLE MIDDLE SCHOOL	10/15/2009	50.00
355242	ROSEVILLE HIGH SCHOOL	10/15/2009	120.00
355243	RUDDYS RENTAL EQUIPMENT	10/15/2009	95.68
355244	RULLI CYNTHIA JO	10/15/2009	73.29
355245	RYAN, JASON	10/15/2009	54.00
355246	S & T OFFICE PRODUCTS INC	10/15/2009	65.92
355247	SAFETY-KLEEN CORP	10/15/2009	199.33
355248	SAFEWAY DRIVING SCHOOL	10/15/2009	3,720.00
355249	SAM'S CLUB	10/15/2009	709.49
355250	SAM'S CLUB	10/15/2009	342.09
355251	SAM'S CLUB	10/15/2009	677.73
355252	SAM'S CLUB	10/15/2009	394.88
355253	SAM'S CLUB	10/15/2009	209.35
355254	SAM'S CLUB	10/15/2009	29.00
355255	SANDBERG MARGE	10/15/2009	27.47
355256	SCHAEFER, EMILY L	10/15/2009	71.06
355257	SCHANS, MATT	10/15/2009	60.00
355258	SCHERTZ CLETUS	10/15/2009	85.50
355259	SCHOELLER, REBECCA	10/15/2009	4.99
355260	SCHOLASTIC LIBRARY PUBLISHING	10/15/2009	31.16
355261	SCHOLASTIC INC	10/15/2009	131.35
355262	SCHOLASTIC MAGAZINES	10/15/2009	230.22
355263	SCHOOL HEALTH	10/15/2009	4,461.44

Check Nbr	Vendor Name	Check Date	Check Amount
355264	SCHOOL-TECH INC	10/15/2009	499.84
355265	SCHROEDER MILK CO INC	10/15/2009	15,372.24
355266	SCHWAB-VOLLHABER-LUBRATT	10/15/2009	2,100.00
355267	SCROGGINS, RENEE	10/15/2009	75.00
355268	SECOND HARVEST FARM CENTRAL	10/15/2009	459.00
355269	SECURITAS SEC SVCS USA INC	10/15/2009	4,317.12
355270	SEEVER GRAY	10/15/2009	130.00
355271	Vendor Continued Check	10/15/2009	0.00
355272	SENTRY SYSTEMS INC	10/15/2009	4,235.50
355273	Vendor Continued Check	10/15/2009	0.00
355274	SHAWBOLD DEAN	10/15/2009	430.09
355275	SHERMAN, STEVE	10/15/2009	100.00
355276	SHIFFLER EQUIPMENT SALES INC	10/15/2009	167.25
355277	SICARD, CHRIS	10/15/2009	81.00
355278	SLATOR, KEVIN T	10/15/2009	100.00
355279	SNAP ON TOOLS	10/15/2009	191.90
355280	SNOM	10/15/2009	200.00
355281	SNYDER, SCOTT	10/15/2009	100.00
355282	SOLTYS, WILLIAM T	10/15/2009	80.41
355283	SORENSEN CHRISTOPHER	10/15/2009	279.28
355284	SPECTRUM SOLUTIONS INC	10/15/2009	215.00
355285	SPRING LAKE PARK HIGH SCHOOL	10/15/2009	95.00
355286	ST CROIX RECREATION CO INC	10/15/2009	29,250.00
355287	ST PAUL LINOLEUM & CARPET COMP	10/15/2009	7,145.00
355288	STANLEY SECURITY SOLUTIONS INC	10/15/2009	973.99
355289	STARFALL PUBLICATIONS	10/15/2009	42.30
355290	STARTEL TELECOMMUNICATIONS	10/15/2009	1,039.79
355291	STATE FAIR COLISEUM	10/15/2009	200.00
355292	STATE SUPPLY CO	10/15/2009	1,066.82
355293	STEICHENS SPORTING GOODS	10/15/2009	359.74
355294	STEPPINGSTONE THEATRE	10/15/2009	246.00
355295	STOCKEL, CRAIG	10/15/2009	127.00
355296	STRACK, GEOFF	10/15/2009	60.00
355297	SUMMIT LEARNING	10/15/2009	28.45
355298	SUMMIT PROFESSIONAL EDUC	10/15/2009	318.00
355299	SUNDANCE PUBLISHING	10/15/2009	46.29
355300	SUPERIOR TRANSIT SALES LLC	10/15/2009	916.17
355301	SVIR, SARA A	10/15/2009	668.30
355302	SVOBODA, LORI A	10/15/2009	57.75
355303	TAHER INC	10/15/2009	2,771.89
355304	TALLY'S DOCKSIDE	10/15/2009	379.90
355305	TAUTGES, LYNSEY K	10/15/2009	199.35
355306	TDS METROCOM - MN	10/15/2009	3,801.93
355307	TEACHER DIRECT	10/15/2009	81.42
355308	TEACHERS CURRICULUM INSTITUTE	10/15/2009	820.80
355309	TEXTBOOK WAREHOUSE INC	10/15/2009	513.60
355310	THUNDER COMMUNICATIONS DESIGN	10/15/2009	543.75
355311	THYSSENKRUPP ELEVATOR CORP	10/15/2009	539.32
355312	TIERNEY BROTHERS INC	10/15/2009	1,308.00
355313	TIME FOR KIDS	10/15/2009	1,719.40

Check Nbr	Vendor Name	Check Date	Check Amount
355314	TOP TEMPORARY	10/15/2009	238.88
355315	TOUSSAINT JANEL PHYLLIS	10/15/2009	47.30
355316	TOWER ASPHALT INC	10/15/2009	507,358.33
355317	TRANE US INC	10/15/2009	2,247.75
355318	TRUDEAU, DON	10/15/2009	325.00
355319	TURFWERKS INC	10/15/2009	821.64
355320	TWIN CITY JANITOR SUPPLY CO	10/15/2009	121.60
355321	U.S. ENERGY SERVICES INC	10/15/2009	759.00
355322	U.S. SCHOOL SUPPLY INC	10/15/2009	47.50
355323	UHL CO INC	10/15/2009	2,012.00
355324	UNIVERSITY OF MINNESOTA DULUTH	10/15/2009	250.00
355325	UPPER LAKES FOODS INC	10/15/2009	127,806.78
355326	THE UPS STORE #3299	10/15/2009	9.77
355327	UPSTART	10/15/2009	241.66
355328	US BANK	10/15/2009	285.00
355329	VANDERBILT UNIVERSITY	10/15/2009	80.00
355330	VENBURG TIRE CO	10/15/2009	54.00
355331	VERIZON WIRELESS	10/15/2009	27.01
355332	VETTE, MARISA AA	10/15/2009	120.00
355333	VIKING INDUSTRIAL CENTER	10/15/2009	74.80
355334	VIRGIN, PAUL	10/15/2009	81.00
355335	WARRIOR CLUB	10/15/2009	150.00
355336	WASTE MANAGEMENT BLAINE	10/15/2009	2,402.69
355337	WHITE BEAR DODGE	10/15/2009	699.04
355338	WHITE BEAR GLASS INC	10/15/2009	645.87
355339	WHITE BEAR LOCKSMITH INC	10/15/2009	59.35
355340	WHITE BEAR SHOPPING CTR INC	10/15/2009	3,497.00
355341	WHITE BEAR LAKE (CITY OF)	10/15/2009	2,370.06
355342	WHITE BEAR LAKE (CITY OF)	10/15/2009	142.65
355343	WHITE BEAR LAKE ROTARY CLUB	10/15/2009	391.50
355344	WEEKLY READER	10/15/2009	578.29
355345	WILDMAN HILAL, ANDREA L	10/15/2009	1,500.00
355346	WITTFITT LLC	10/15/2009	330.00
355347	XEROX CORPORATION	10/15/2009	1,205.21

434 Computer Check(s) For a Total of 1,454,528.31

Check Nbr	Vendor Name	Check Date	Check Amount
353888	CAPAN NANCY	10/15/2009	175.00
353958	FROGNER JANINE	10/15/2009	175.00
353983	HAFNER LORI	10/15/2009	175.00
354038	KLAMMER, SUSAN J	10/15/2009	175.00
354077	MANKE ANNE	10/15/2009	175.00
354090	MCGRAW, CANDY	10/15/2009	175.00
354156	PELTIER NANCY	10/15/2009	175.00
354260	SVOBODA, LORI A	10/15/2009	175.00
354472	NORTHEAST METRO 916	10/15/2009	400.00
354595	BREMER BANK	10/15/2009	4,800.00
354846	ST MARY OF THE LAKE SCHOOL	10/15/2009	3,162.50
11	Void	Check(s) For a Total of	9,762.50

	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
	434	Computer	Checks For a Total of	1,454,528.31
Total For	434	Manual, Wire Tran, ACH & Computer	Checks	1,454,528.31
Less	11	Voided	Checks For a Total of	9,762.50
		Net Amount		1,444,765.81



Check Nbr	Vendor Name	Check Date	Check Amount
354892	AIG	10/08/2009	8,113.12
354893	AMERICAN FUNDS	10/08/2009	67,045.58
354894	AMERICAN UNITED LIFE	10/08/2009	42,504.89
354895	AMERIPRISE	10/08/2009	10,890.70
354896	AXA EQUITABLE	10/08/2009	12,052.49
354897	ECMC	10/08/2009	183.88
354898	EDUCATION MN ESI BILLING TRUST	10/08/2009	19,208.86
354899	GE MONEY BANK	10/08/2009	121.87
354900	GE MONEY BANK	10/08/2009	253.13
354901	IUOE #70	10/08/2009	2,056.09
354902	METRO MEGT	10/08/2009	225.00
354903	METROPOLITAN LIFE	10/08/2009	4,327.20
354904	MN CHILD SUPPORT	10/08/2009	2,275.55
354905	MN DEPT OF REVENUE	10/08/2009	129.00
354906	PAPA MURPHY'S	10/08/2009	113.85
354907	RIVER RIVER STATE PARK	10/08/2009	180.00
354908	THE ROSE LAW FIRM, PLLC	10/08/2009	122.59
354909	SCHOOL SERVICE EMPLOYEES	10/08/2009	5,561.89
354910	STEWART, ZLIMEN & JUNGERS LTD	10/08/2009	214.74
354911	US DEPT OF EDUCATION	10/08/2009	314.68
354912	VANGUARD SMALL BUSINESS SERVIC	10/08/2009	17,643.86
354913	XCEL ENERGY CENTER	10/08/2009	554.00
22	Computer	Check(s) For a Total of	194,092.97

	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
	22	Computer	Checks For a Total of	194,092.97
Total For	22	Manual, Wire Tran, ACH & Computer	Checks	194,092.97
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	194,092.97

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: **November 9, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
144 Hanging File Folders	Kathryn Lembrich, General Manager Electronic Design Company 4650 Churchill Street Shoreview, MN 55126	White Bear Lake Area School District
\$375	Sean and Kathy Callahan	Otter Lake Elementary
\$100	Christopher and Camille Lawless	Otter Lake Elementary
\$25	Salon 61 Diane Kaupp	White Bear High School Theater Department
\$500	Patrick Frasier	White Bear High School Theater Department
\$25	Steve and Jolene Miller	White Bear High School Theater Department
\$500	Eva Seidel	White Bear High School Theater Department
\$50	Scott and Jean Crow	White Bear High School North Campus Band Department
Alto Saxophone (\$500 value)	Pat and Kelli Watson	White Bear High School North Campus Band Department
Unstamped Violin Bow (\$150 value) Unstamped Cello Bow	Sylvia Lovett	Willow Lane Elementary Orchestra Program
\$15	S. A. Meyer	White Bear High School North Campus
\$5	Thomas and Cindy Jo Scott	White Bear High School North Campus
\$10	Shelly and Martin Jokinen	White Bear High School North Campus
\$15	Lori and Ronald Trudeau	White Bear High School North Campus
\$15	Gregory and Lisa Hubinger	White Bear High School North Campus

\$15	Linda and Mark Vukelich	White Bear High School North Campus
\$15	Michael and Cynthia Dysthe	White Bear High School North Campus
\$15	Terence Noonan and Christine Murakami Noonan	White Bear High School North Campus
\$50	Ross Molin	White Bear Lake Area School District #624 Peter E. Palm Memorial Fund
\$25	Jim and Gretchen Kirvida	White Bear Lake Area School District #624 Peter E. Palm Memorial Fund
\$100	Teri Moertel	White Bear High School South Campus
\$100	Jennifer and Wade Woinarowicz	White Bear High School South Campus
\$100	Joseph and Carol DaBruzzi	Oneka Elementary School
Mittens she knitted for students in need	Mrs. Hazel Peck	Lakeaires Elementary School
\$2,000 for SmartBoard in memory of Lloyd Biever	Mr. and Mrs. Roger Biever	Lakeaires Elementary School
\$100 for Technology	Toby Yang and Cha Bang	Lakeaires Elementary School
\$75 for Technology	Heather Jorde	Lakeaires Elementary School
Stocking caps for students	William Anderson	Lakeaires Elementary School
\$235.67 for Technology	Coca Cola Bottling	Lakeaires Elementary School
\$525 for Technology	Kowalski Market	Lakeaires Elementary School
\$103.07 for Technology	Wendy's/Four Crown Restaurants	Lakeaires Elementary School
\$146.10 for Technology	Kemps Nickles for Students	Lakeaires Elementary School

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Request

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): Cindy Moore, Director of Curriculum and Assessment
Jill Thelen, Director of Schools

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Cost and Source of Revenue	Means of Transportation	Purpose of Field Trip
12/29-30/09 Winona, MN	Keith Lockwood	Boys Basketball	0	20-25 Students	Activity Fund	Bus	Tournament
1/19-22/10 Finland, MN Wolf Ridge	Greg Hjelm Jason Healy	5 th Graders Birch Lake Elementary	4	39 Students	\$200 Fundraising, candy sales, PTA support	Voight Bus Company	Environment Education
4/22-25/10 New York City	Shannon Anderson	South Campus Band	2	40 Students	\$1,000 Fundraising	Airplane and motor coach	Exchange concert with a local high school, clinic with a university conductor, attend the NY Philharmonic and Broadway show.
4/22-25/10 New York City	Marie Dymit	Mariners Choir	2	31 Students	\$1,000 Fundraising	Airplane and Motor coach	Exchange concert with a local high school, attend the NY Philharmonic and Broadway show.

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

RESOLUTION FOR PERSONNEL ITEMS

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

WHEREAS, that personnel items, A-5(f) to A-5(h), 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 personnel item listed in Consent Agenda Items A-5(f) to A-5(h).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS - CLASSIFIED STAFF

JANELLE J. WILKE - Regular Part-Time Cook, North Campus
Employed by District 624 since 10/16/2006
Effective Date: 11/06/2009

RECOMMEND APPROVAL

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

UNPAID MEDICAL LEAVE - CLASSIFIED STAFF

DEBRA L. CURRIER - Pupil Support Assistant, Lincoln Elementary
Unpaid from 09/08/09 through 10/09/09

RECOMMEND APPROVAL

UNPAID CHILD CARE LEAVE - CERTIFIED STAFF

JENNIFER HOWARD - Mathematics Teacher, Secondary
Unpaid from 10/19/09 through 11/06/09

RECOMMEND APPROVAL

CHANGE IN CONTINUING CONTRACT - CERTIFIED STAFF

MARY T. MILES - Physical Therapist, Elementary
From a .8 f.t.e to a 1.00 f.t.e.
Effective Date: 10/26/2009

RECOMMEND APPROVAL

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL - CLASSIFIED STAFF

JOANNE M. FORSYTHE - Instructional Assistant ADSIS, Lincoln Elementary
New Position
\$15.15/hr., 5.50 hrs. /day, 143 days \$11,915.48
Effective Date: 11-02-2009

RECOMMEND APPROVAL

JULIE A. KELLY - Instructional Assistant ADSIS, Oneka Elementary
New Position
\$15.15/hr., 5.5 hrs. /day, 143 days \$11,915.48
Effective Date: 11-02-2009

RECOMMEND APPROVAL

SAMANTHA A. WIENER - Program Assistant Leader, Vadnais Hgts. Elementary
Replacing J. Schoeller who resigned
\$11.65/hr., 2.75 hrs. /day, 172 days \$5,510.45
Effective Date: 11-02-2009

RECOMMEND APPROVAL

NEW PERSONNEL - ADMINISTRATION

CHRISTINA K. PICHA - Director of Human Resources, District Center.
Included for signature is the contract for Christina Picha, the
Superintendent's recommended candidate for the position of Director of
Human Resources at District Center. The anticipated effective start
date is December 28, 2009, with an annual basic salary of \$121,500.

RECOMMEND APPROVAL

CHRISTINA K. PICHA, JD, SPHR

OBJECTIVE

To achieve a position with growth opportunities that will utilize my analytical, educational and communication skills and become a strategic partner within the organization.

EMPLOYMENT

Dec. 2002-present

Austin Public Schools, 401 3rd Ave NW, Austin, MN 55912

*HR Director

- Strategic Partner with all key business functions, planning and forecasting future needs, managing projects, managing change, employee relations, chief management negotiator of 6 bargaining units, employee evaluation initiatives, training and staff development, resolving teacher licensure issues, and responding to all legal complaints

1988-Dec. 2002

NWA, 5101 Northwest Drive, St. Paul, MN 55111

*HR Generalist, Ground Operations (GO) Human Resources – 6/2000 to 12/2002

*HR Specialist/Relocation Specialist, GO Human Resources – 6/1997 to 5/2000

*Staff, Aircraft Commissioning/Programs – 5/1996 to 5/1997

*Staff, Duluth Base Ops & Development/LMO – 5/1988 to 4/1996

- Generalist duties including analyzing and resolving EEO claims, handling employee relations issues, employee investigations, working with VPs on employee development and performance potential, compensation issues, promotions, EEO training, civil treatment and reduction in force analysis
- Recruitment, interviewing, staffing analysis, contact with all levels of exempt & non-exempt employees, conduct new hire processing, conduct presentations for Mgmt employees on hiring process
- Processing of all GO Management employees including paperwork, scheduling interviews, setting up relocation packages, phone screening, facilitator for new hire processing, admin for massive hiring.

1986-1988

Steffen & Munstenteiger, Anoka, MN 55303

*Legal Assistant/Attorney

- Researched state & federal statutes and case law - mainly in Worker's Comp, Real Estate and Business Law
- Drafted legal memorandum including briefs, motions and letters
- Interviewed clients and communicated their case status

1985-1986

MN State Judicial Advisory Service, St. Paul, MN 55111

*Legal Assistant

EDUCATION

1983-1986	William Mitchell College of Law, St. Paul, MN 55102 - JD, Law
1979-1983	St. Cloud State University, St. Cloud, MN 56301 - BA in Criminal Justice; minor in Speech Communications - GPA - 3.92
1975-1979	Big Lake High School, Big Lake, MN 55309 - Graduated Valedictorian

ACTIVITIES

- * Austin Area HR Group
- * Business Access Scholarship Board Member
- * Kiwanis President
- * AASPA National Board Member
- * MASPA Member
- * SHRM Member

Agenda Item: **Approval of the Local Education Authority for the White Bear Lake Area Schools**

Meeting Date: **November 9, 2009**

Suggested Disposition: **Operational Item**

Contact Persons(s): **Cynthia A. Moore, Director of Curriculum and Assessment**
Michael J. Lovett, Superintendent

BACKGROUND:

State and Federal law requires each public school district to authorize a Local Education Authority (LEA) to act as the representative in reviewing and filing improvement plan assurances related to the consequences for Title I school improvement. Schools and districts not making Adequate Yearly Progress must submit an improvement plan proposal as part of the No Child Left Behind (NCLB) legislation.

The LEA Representative ensures the school district maintains compliance with statutes, regulations, and procedures. The district ensures that its designee will participate as a member of the improvement team and work in collaboration with the MDE in providing technical assistance through the AYP System of Support.

RECOMMENDATION: Approve the designation of Cynthia Moore, Director of Curriculum and Assessment, as the Local Education Authority for White Bear Lake Area Schools, for the purpose of the Federal P.L. 107-110 for school year 2009-10.

IMPROVEMENT PLAN ASSURANCES

Related to the consequences for Title I school improvement, the LEA agrees to the following assurances:

1. The identified district will create or revise a current improvement plan with input of AYP Coordinators, teachers, and parents as outlined in P.L. 107-110, Section 1116.
2. The improvement plan will be developed and/or revised within 90 days of identification and shall cover a two-year period.
3. The district identified for AYP status will reserve and spend at least 10% of the district's Title I, Part A allocation for professional development activities related to carrying out the initiatives of the improvement plan in the current school year.
4. The district will ensure that all teachers teaching core content classes meet the requirements of highly qualified.
5. District and school improvement funds/resources will supplement and not supplant state and local funds.
6. A notice of district AYP status must be provided to **all** parents/guardians of enrolled students before the beginning of the school year.
7. If a recipient of a Title I School Improvement Grant (CFDA #84.377A), the corrective action plan goals, strategies and activities must be aligned.
8. The district must maintain the improvement plan and related documentation to be available upon request by MDE as needed, including compliance requirements.
9. If updating an *In Need of Improvement* plan (stages 1.2, 2.1, 2.2) Appendix B of this application must be completed; a district in Corrective Action must complete Appendix C.

I hereby agree to the assurances as printed herein and verify that all the information provided in this school improvement application is true and accurate to the best of my knowledge.

(Signature of Superintendent/Director)

(Date)

(Signature of LEA Representative)

(Date)

LOCAL BOARD OF EDUCATION ACTION

The local Board of Education of _____ *(District Name)* has authorized

_____ *(Name)* at a monthly meeting on _____ *(date)* to act as the Local Education Agency (LEA) representative in reviewing and filing the attached plan as provided under P.L. 107-110 for school year 2009-10. The LEA Representative ensures the school district maintains compliance with the appropriate federal statutes, regulations, and procedures and acts as the responsible authority in all matters relating to the review and administration of this improvement plan. The district ensures that its designee(s) will participate as a member of the improvement team and work in collaboration with the education service cooperative and/or MDE providing technical assistance through the AYP Statewide System of Support.

(Signature of Superintendent/Director)

(Date)

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 (4 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. 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.
6. A handout on the purpose of School Board meetings and the meeting process is available.
7. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
8. 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: **Superintendent's Report**
MEETING DATE: **November 9, 2009**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent of Schools**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: School Board Policy #205, Open Meetings and Closed Meetings

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Discussion Item

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

BACKGROUND:

School Board Policy 205, Open Meetings and Closed Meetings, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- Include references to notices on our website.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum or more members of the school board, or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its

schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board, and on the school district website. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
- c. This notice shall be physically posted, and posted on the school district website, and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.

- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by ~~telephone~~ electronic means or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

B. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

1. In any open meeting, a copy of any printed materials relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings except when otherwise provided by the Commissioner of the Bureau of Mediation Services. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be

preserved for at least three years after the date of the meeting. The recording is not available to the public.

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches: Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7.8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency; or
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data.
- d. an individual's personal medical records.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8.9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price of real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data

9.10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four (4) years.

~~10.11.~~ Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)

Department of Administration Advisory Opinion 04-004 (February 3, 2004)

Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)

Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)

The Free Press v. County of Blue Earth, 677 N.W. 2d 471 (Minn. App. 2004)

Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)

Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993).

Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988).

Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983).

Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied*. (Minn. 1993)

Cross References: WBLASB Policy 204 (School Board Meeting Minutes)
WBLASB Policy 206 (Public Participation in School Board Meetings/
Complaints about Persons at School Board Meetings and Data Privacy
Considerations)
WBLASB Policy 207 (Public Hearings)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “C”
(Minnesota's Open Meeting Law)

AGENDA ITEM: **School Board Policy #208, Development, Adoption and Implementation of Policies**

MEETING DATE: **November 9, 2009**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy #208, Development, Adoption and Implementation of Policies, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- Adopt the District website as the primary source of information on policies.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy making role of the school board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The school board has jurisdiction to legislate policy for the school district with the force and effect of law. School board policy provides the general direction as to what the school board wishes to accomplish while delegating implementation of policy to the administration.
- B. The school board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The school board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a school board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the superintendent for review prior to possible placement on the school board agenda.

IV. ADOPTION OF POLICY

- A. The school board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to final school board action.
- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the school board at a subsequent meeting after the meetings at which public input was received. The policy will be effective on the later of the date of passage or the date stated in the motion.

- C. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board shall have discretion to determine what constitutes an emergency situation.
- D. If a policy is modified because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.

V. IMPLEMENTATION OF POLICY

- A. It shall be the responsibility of the superintendent to implement school board policies, and to develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the school board.
- B. Each school board member shall have access to this policy manual, and ~~a copy all policies shall be placed in the main office of each school~~ on the district website. Manuals shall be available in the central office and made available for reference purposes to other interested persons.
- C. It shall be the responsibility of the superintendent, employees designated by the superintendent, and individual school board members to keep the policy manuals current.
- D. The school board shall review policies at least once every three years. The superintendent shall be responsible for developing a system of periodic review, addressing approximately one third of the policies annually. In addition, the school board shall review the following policies annually: 410, Family and Medical Leave Policy; 413, Harassment and Violence; 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415, Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514, Bullying Prohibition; 522, Student Sex Nondiscrimination; 524, Internet Acceptable Use and Safety Policy; and 616, School District System Accountability.
- E. When there is no school board policy in existence to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of the need for a policy and present a recommended policy to the school board for approval.

Legal References: Minn. Stat. § 123B.09, Subd. 1 (School Boards Powers)
Minn. Stat. § 123B.02, Subd. 1 (School District Powers)

Cross References:

AGENDA ITEM: School Board Policy #210, Conflict of Interest – School Board Members

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Discussion Item

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

BACKGROUND:

School Board Policy #210, Conflict of Interest – School Board Members, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The statutory changes are as recommended by MSBA; and
- Deletion of section B-5 because it applies only to school districts with a population of 1,000 or less.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

210 CONFLICT OF INTEREST - SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflict of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the minutes of the school board. Disclosure must be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and must only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
 4. A contract for which competitive bids are not required by law; A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
 5. ~~A school board member may contract with the school district to provide construction materials or services, or both, when the sealed bid process is used. When the contract comes before the school board for consideration, the interested school board member may not vote on the contract.~~
 6. 5. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.
- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting where all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee where there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive

majority approval to be initially employed or to continue in employment at a meeting where all school board members are present, that employment must be immediately terminated and that school board member will have no further rights to employment while serving as a school board member in the school district.

- D. The school board may contract with a class of school district employees, such as teachers or custodians, where the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantial different from the benefits that other members of the class receive under the employment contract. In order for the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting where the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board can hire or dismiss teachers only at duly called meetings. Where a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree, as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. 123B.195 (Board Member's Right to Employment)

Minn. Stat. 471.87 (Public Officers; Interest in Contract; Penalty)
Minn. Stat. 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21 (Exceptions)
Minn. Stat. 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References: MSBA Model Policy 101 (Legal Status of the School Board)
WBLASB Policy 209 (Code of Ethics)
MSBA Service Manual, Chapter 1, School District Governance, Powers
and Duties

AGENDA ITEM: **School Board Policy #212, School Board Member Development**

MEETING DATE: **November 9, 2009**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy #212, School Board Member Development, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The statutory changes are as recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: November 13, 1995

White Bear Lake Area School Board Policy 212

Revised: _____

212 SCHOOL BOARD MEMBER DEVELOPMENT

I. PURPOSE

In recognition of the need for continuing inservice training and development for its members, the purpose of this policy is to encourage the members of the school board to participate in professional development activities designed for them so that they may perform their responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. New school board members will be provided the opportunity and encouragement to attend the orientation and training sessions sponsored by the Minnesota School Boards Association.
- B. All school board members are encouraged to participate in school board and related workshops and activities sponsored by local, state and national school boards associations, as well as in the activities of other educational groups.
- C. School board members are expected to report back to the school board with materials of interest gathered at the various meetings and workshops.
- D. The school board will reimburse the necessary expenses of all school board members who attend meetings and conventions pertaining to school activities and the objectives of the school board, within the approved policy and budget allocations of the school district relating to the reimbursement of expenses involving the attendance at workshops and conventions.

Legal References: Minn. Stat. § ~~123.33, Subd. 2a~~ 123B.09, Subd. 2 (School Board Member Training)

Cross References: WBLASB Policy 214 (Out-of-State Travel by School Board Members)
WBLASB Policy 412 (Expense Reimbursement)

AGENDA ITEM: School Board Policy #401, Equal Employment Opportunity

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Marv Swanson, Interim Director of Human Resources

BACKGROUND:

School Board Policy #401, Equal Employment Opportunity, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

401 EQUAL EMPLOYMENT OPPORTUNITY

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and school district employees.

II. GENERAL STATEMENT OF POLICY

- A. It is the school district's policy to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, age, family care leave status or veteran status. The school district also makes reasonable accommodations for disabled employees.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities or privileges of employment.
- D. It is the responsibility of every school district employee to follow this policy.
- E. Any person having any questions regarding this policy should discuss it with the Director of ~~Personnel~~ Human Resources.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. 621 et. seq. (Age Discrimination in Employment Act)
29 U.S.C. 2615 (Family and Medical Leave Act)
38 U.S.C. 4211 et. seq. (~~Veterans' Reemployment Rights Act~~ Employment and Training of Veterans)
38 U.S.C. 4301 et seq. (~~Vietnam Era Veterans' Readjustment Assistance Act~~ Employment and Reemployment Rights of Members of the Uniformed Services)
42 U.S.C. 2000e et seq. (Title VII of the Civil Rights Act)
42 U.S.C. 12101 et seq. (~~Americans with Disabilities Act~~ Equal Opportunity for Individuals with Disabilities)

Cross Reference: WBLASB Policy 402 (Disability Nondiscrimination)
 WBLASB Policy 405 (Veteran's Preference)
 WBLASB Policy 413 (Harassment and Violence)

AGENDA ITEM: **School Board Policy #419, Tobacco-Free Environment**
MEETING DATE: **November 9, 2009**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Marv Swanson, Interim Director of Human Resources**

BACKGROUND:

School Board Policy #419, Tobacco-Free Environment, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

419 TOBACCO-FREE ENVIRONMENT

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco free.

II. GENERAL STATEMENT OF POLICY

- A. It shall be a violation of this policy for any student, teacher, administrator, other school personnel of the school district or person to smoke or use tobacco or tobacco-related devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. It shall be a violation of this policy for any elementary school, middle school, or secondary school student to possess any type of tobacco or tobacco-related device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

III. TOBACCO AND TOBACCO RELATED DEVICES DEFINED

- A. "Tobacco" means cigarettes; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco, prepared in such manner as to be suitable for chewing or smoking in a pipe or other tobacco-related devices.
- B. "Tobacco-related devices" means cigarette papers or pipes for smoking.
- C. "Smoking" means inhaling smoke from any lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product. Smoking includes carrying a lighted cigar, cigarette, pipe, or any other lighted smoking equipment.

IV. EXCEPTION

It shall not be a violation of this policy for an Indian adult to light tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.

V. ENFORCEMENT

- A. All individuals on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.
- C. School district ~~employees~~ administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.
- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.
- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VI. DISSEMINATION OF POLICY

- A. The school district will develop a method of discussing this policy with students and employees.
- B. This policy shall appear in the student handbook.

Legal References: Minn. Stat. § 144.413, Subd. 1b and 4 (Definitions)
Minn. Stat. § 144.416 (Responsibilities of Proprietors)
Minn. Stat. § 144.4165 (Tobacco Products Prohibited in Public Schools)
Minn. Stat. § 144.417 (Commissioner of Health, Enforcement, Penalties)
Minn. Stat. § 609.685 (Sale of Tobacco to Children)

Cross References: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
 WBLASB Policy 506 (Student Discipline)
 ~~MSBA Service Manual, Chapter 6, District Education Program (A-11: Student Suspension, Exclusion and Expulsion) (A-12: Student Removal from Class and Adoption of Local Discipline Policies)~~
 ~~MSBA Service Manual, Chapter 7, School Facilities, (V: Tobacco Products Prohibited in Public Schools)~~
 MSBA Service Manual, Chapter 2, Students: Rights, Responsibilities and Behavior

AGENDA ITEM: **School Board Policy #526, Hazing Prohibition**
MEETING DATE: **November 9, 2009**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Jill Thelen, Director of Schools**

BACKGROUND:

School Board Policy #526, Hazing Prohibition, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- In Section V-C “suspension from Minnesota State High School League Activities” was added to keep this policy consistent with our other policies and procedures.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

526 HAZING PROHIBITION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

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

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

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

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy.
- B. The building principal is the person responsible for receiving reports of hazing at the building level. Any person may report hazing directly to a school district human rights officer or to the superintendent.
- C. Teachers, administrators, volunteers, contractors and other employees of the school district shall be particularly alert to possible situations, circumstances or events which might include hazing. Any such person who receives a report of, observes, or has other knowledge or belief of conduct which may constitute hazing shall inform the building principal immediately.
- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades or work assignments.

V. SCHOOL DISTRICT ACTION

- A. Upon receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.

- B. The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of hazing.
- C. Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, suspension from Minnesota State High School League Activities, Saturday School, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements, applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, school district policies and regulations.

VI. REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who retaliates against any person who makes a good faith report of alleged hazing or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VII. DISSEMINATION OF POLICY

This policy shall ~~appear~~ be referenced in each school's student handbook and in each school's building and staff handbooks.

Legal References: Minn. Stat. § 121A.40 to 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)

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

AGENDA ITEM: **School Board Policy #603, Curriculum Development**
MEETING DATE: **November 9, 2009**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Cynthia Moore, Director of Curriculum and Assessment**

BACKGROUND:

School Board Policy #603, Curriculum Development, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- Minor editing to conform to District practices.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long-range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its learning sites, and shall have parent, teacher, support staff, student, community residents, and administration representation.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
 - 1. Provide for articulation of courses programs of study. ~~from kindergarten through grade twelve.~~
 - 2. Identify goals for each course and at each elementary grade level.
 - 3. Provide for continuing evaluation of programs for the purpose of attaining the school district mission.
 - 4. Provide a program for ongoing monitoring of student achievement and progress.
 - 5. Provide for special needs of all members of the student community.
 - 6. Integrate required and elective standards in the scope and sequence of the district curriculum.

7. Meet all requirements of the ~~Minnesota Department of Children, Families & Learning~~ Minnesota Department of Education and the No Child Left Behind Act.
- D. It shall be the responsibility of the superintendent to keep the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes and to periodically present recommended modifications for school board review and approval.
- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References:

~~Minn. Stat. § 120B.03 (Implementing the Profile of Learning)~~
~~Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)~~
~~Minn. Stat. § 120B.11 (School District Process)~~
~~Minn. Rule 3500.0550 (Inclusive Educational Program)~~
~~Minn. Rule 3501.0010 – 3501.0180 (Graduation Standards – Reading and Mathematics)~~
~~Minn. Rule 3501.0200 – 3501.02790 (Graduation Standards – Written Composition)~~
~~Minn. Rule Parts 3501.0300 – 3501.0469 (Graduation Standards – Profiles in Learning)~~
Minn. Rules Parts 3501.0505-3501.0745 (K-12 Standards)
20 U.S.C. § 6301, et seq. (No Child Left Behind Act)

Cross References:

WBLASB Policy 604 (Instructional Curriculum)
WBLASB Policy 605 (Alternative Programs)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 614 (School District Testing Plan and Procedure)
WBLASB Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation and LEP Students)
WBLASB Policy 616 (School District System Accountability)
WBLASB Policy 617 (School District Ensurance of Preparatory and High School Standards)
WBLASB Policy 618 (Assessment of Standard Achievement)
WBLASB Policy 619 (Staff Development for Standards)
WBLASB Policy 620 (Credit for Learning)
~~WBLASB Policy 621 (Record Keeping/Reporting/Advising of Student Achievement)~~
~~WBLASB Policy 622 (Profile of Learning Appeal Process)~~

AGENDA ITEM: School Board Policy #609, Religion
MEETING DATE: November 9, 2009
SUGGESTED DISPOSITION: Discussion Item
CONTACT PERSON(S): Cynthia Moore, Director of Curriculum and Assessment

BACKGROUND:

School Board Policy #609, Religion, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- Minor editing appropriate for White Bear Lake Area School District.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

609 RELIGION

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall neither promote nor disparage any religious belief or non belief. Instead, the school district encourages all students and employees to have ~~appreciation for and tolerance~~ respect of for each other's views.
- B. The school district also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.
- C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature which may have had a religious basis or origin as well as a secular importance.
- D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
- E. The historical and contemporary values and the origin of various religions, holidays, customs and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

- A. It shall be the responsibility of the superintendent to ensure that the study of religious materials, customs, beliefs and holidays in the school district is in keeping with the following guidelines:
 - 1. The proposed activity must have a secular purpose.
 - 2. The primary objective of the activity must be one that neither advances nor inhibits religion.
 - 3. The activity must not foster excessive governmental relationships with religion.

B. Notwithstanding the foregoing guidelines, reasonable efforts will be made to accommodate any student who wishes to be excused from attendance at school for the purpose of religious instruction or observance of religious holidays.

~~B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.~~

Legal References: U. S. Const., amend. I
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence From School for Religious Observance)
Good News Club v. Milford Central School, 533 U.S. 98, 121 S.Ct. 2093, 150 L.Ed.2d 151 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290, 120 S.Ct. 2266 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251, 120 S.Ct. 2706 (2000)
Lemon v. Kurtzman, 403 U.S.602, 91 S.Ct. 2105, 29 L.Ed.2d 745 (1971)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 540 F.Supp.2d 1047 (E.D. Mo. 2008)
LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. 63 (1940)
Minn. Op. Atty. Gen. 120 (1924)
Minn. Op. Atty. Gen. 121 (1924)

Cross References: WBLASB Policy 801 (Equal Access to Facilities of Secondary Schools)

AGENDA ITEM: **School Board Policy #610, Student Field Trips, Fees, and Fines**

MEETING DATE: **November 9, 2009**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Jill Thelen, Director of Schools**

BACKGROUND:

School Board Policy #610, Student Field Trips, Fees and Fines, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- Provides updates to clarify levels of authority for approval.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

610 STUDENT FIELD TRIPS, FEES AND FINES

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips, fees and fines and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

1. It is the general expectation of the school board that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:
2. It is the general expectation of the school board that the district will provide free public school education, and that no student will be denied an education because of economic ability to furnish education books and supplies necessary to complete education requirements necessary for graduation. (Minn. Stat. §§123B.35, 123B.36 and 123B.37).

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal, and shall be financed by school district funds within the constraints of the school building budget. Fees may not be required of students to defray direct costs of instructional trips. (Minn. Stat. §123B.37). Although the school district may accept voluntary donations to defray the costs of field trips that are not required as part of a basic education or course (Minn. Stat. §§ 123B.35 and 123B.02, Subd. 6). Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, Prohibited Fees)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category ~~may~~, involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, Authorized Fees)

C. Extended Trips

- 1) Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary, and must be requested well in advance of the planned activity. Prior to an extended trip the request form must be completed and approved at each level: principal, athletic-activity director, superintendent or designee, and school board. Exceptions to the approval policy may be granted or expedited by the superintendent or designee to accommodate emergencies or contingencies (e.g. tournament competition).
- 2) The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.

D. Fees

- 1) Students may be charged fees in areas considered to be co-curricular, non-curricular, or supplementary to the education requirements for graduation.
- 2) District approval fees as authorized by the school board after public hearing, may be charged to help fund activities that are not required for graduation, as permitted by state law.
- 3) The school board will hold a public hearing within the district upon three weeks published notice prior to the initiation of any new fee not specifically authorized or prohibited under Minn. Stat. § 123B.36 or Minn. Stat. § 123B.37 (per Minn. Stat. § 123B.38).
- 4) Schools may reduce or waive student fees, except for parking fees, for students/families unable to pay such fees. Criteria to be considered might include free/reduced price meal status or family financial hardship information.

E. Definition

- 1) Student fees may include, but are not limited to, fees for co-curricular activities, behind-the-wheel driver education, band instrumental rental, student parking, and early entrance testing.
- 2) Schools shall be allowed to require payment of fees by students as permitted under state law, including, but not limited to: supplemental publications or materials that are optional for student to use: field trips considered supplemental to the educational program; additional or more costly materials used for a project

when the resultant product is in excess of minimum requirements and, at the student's option, becomes the personal property of the student.

III. REGULATIONS

1. Rules of conduct and discipline for students and employees shall apply to all student trip activities.
2. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.
3. Transportation shall be furnished through a commercial carrier or school owned vehicle. In the event a private vehicle is approved for use, a certificate of insurance must be on file in the school district office.
4. The district shall charge students for damage to school property, including charges reported by the Transportation Department for damage done to school buses.
5. Schools shall charge students for lost and damaged books, materials, supplies and equipment owned by the district.
6. Schools may fine students for parking violations on school property.

IV. SCHOOL BOARD REVIEW

The ~~Director of Schools~~ superintendent or designee shall report at least annually to the school board upon the utilization of trips under this policy.

Legal References: ~~Minn. Stat. § 123B.02 (General Powers)~~
 ~~Minn. Stat. § 123B.35 (General Policy)~~
 Minn. Stat. § 123B.36 (Authorized Fees)
 Minn. Stat. § 123B.37 (Prohibited Fees)
 Minn. Stat. § 123B.49 (Co-curricular and Extracurricular Activities;
 Insurance)
 Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675
 (8th Cir. 2003)
 Lee v. Pine Bluff School District, 472 F.3d 1026 (8th Cir. 2007)

Cross References: WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School
 District Employees)
 WBLASB Policy 423 (Employee – Student Relationships)
 WBLASB Policy 506 (Student Discipline)
 WBLASB Policy 707 (Transportation of Public School Students)
 WBLASB Policy 709 (Student Transportation Safety Policy)
 WBLASB Policy 710 (Extracurricular Transportation)

**PROCEDURES FOR
POLICY 610 STUDENT FIELD TRIPS, FEES, AND FINES**

I. PURPOSE

These procedures provide greater detail for the implementation of Policy 610, Student Field Trips, Fees, and Fines.

II. GENERAL PROCEDURES ON STUDENT FIELD TRIPS

A. Administrative Responsibilities

1. The building principal or activities director has the responsibility for all the necessary steps needed for Board approval on overnight field trips for programs under their supervision.
2. Schools shall create a checklist for teachers that includes the requirement of prior Board approval needed for overnight trips.

B. Volunteers and Field Trips

1. All volunteers supervising overnight field trips must have a background check. The background check should be done 30 days prior to the field trip.
2. It is the responsibility of the building principal and the teacher or coach coordinating the activity to review the overnight volunteer packet.
3. A volunteer handbook, with pertinent policies, will be provided for each volunteer.
4. All volunteers need to be informed about the code of conduct on a field trip, including being alone with students, substance use, etc., as covered in the volunteer handbook.

C. Student Behavior on Field Trips

1. Prior to leaving on the trip, all students and parents will be informed that all school rules apply on the field trip.
2. Students who violate school rules during a trip are subject to school discipline and the potential additional cost of an early return.

AGENDA ITEM: **School Board Policy #613, Graduation Requirements**
MEETING DATE: **November 9, 2009**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Cynthia Moore, Director of Curriculum and Assessment**

BACKGROUND:

School Board Policy #613, Graduation Requirements, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: September 8, 1997
Revised: June 11, 2002
Revised: July 18, 2005
Revised: November 8, 2007

*White Bear Lake Area
School District #624 Policy 613*

613 GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district that all students must pass the Minnesota Graduation Basic Standards tests or the Minnesota Comprehensive Assessments (MCA) ~~in reading, mathematics, and written compositions~~ as per state requirements ~~or higher guidelines~~ and must satisfactorily complete, as determined by the school district, all course credit requirements and graduation standards, as established by the school board, in order to graduate.

III. DEFINITIONS

- A. "Course credit" is equivalent to a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.
- B. "Department" means the Minnesota Department of Education.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Plan," or "IEP," means a written statement developed for a student eligible by law for special education and services.
- E. ~~"Limited English Proficient" or "LEP"~~ "English Language Learners" or "ELL" students means individuals whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.

IV. TEST ADMINISTRATOR

~~Director of Assessment and Instruction~~ Superintendent or designee shall be named the school district test administrator. ~~Said person shall be in charge of all test procedures.~~

V. GRADUATION REQUIREMENTS

- A. All students must pass the Minnesota State assessments in reading, mathematics, and written composition as per Minnesota State requirements in order to graduate.
- B. All students must satisfactorily complete an appropriate number of credits as approved by the School Board and identified in the White Bear Lake Area Schools Registration Guide.

VI. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minnesota Statutes, Section 120B.07 upon meeting the following conditions:

- A. All course, standards, and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Rule Parts 3501.0010–3501.0180 (Rules Relating to Graduation Standards – Mathematics and Reading)
Minn. Rule Parts 3501.0200–3501.0290 (Rules Relating to Graduation Standards–Written Composition)
Minn. Rules Parts 3501.0505-3501.0745 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: WBLASB Policy 104 (School District Mission Statement)
WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 614 (School District Testing Plan and Procedure)
WBLASB Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodations and LEP Students)
WBLASB Policy 616 (School District System Accountability)
White Bear Lake Area High School Registration Guide

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

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Cynthia Moore, Director of Curriculum and Assessment

BACKGROUND:

School Board Policy #616, School District System Accountability, has been reviewed by the School Board Policy Committee and is recommended for a first reading.

- The changes recommended are consistent with those recommended by MSBA; and
- Additions to IV-B are consistent to our process.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 14, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: October 13, 1997
Revised: May 26, 1998
Revised: June 11, 2001
Revised: May 9, 2005

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

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

- A. ~~“Content Standard” means a set of state-prescribed specifications in a learning area.~~
- B.A “Course credit” is equivalent to a student successfully completing an academic year of study or a student mastering the applicable subject matter as determined by the school district.
- C. B. “Graduation Standards” means ~~the number and distribution of high school content standards that school districts must offer and certify that students complete to be eligible for a high school diploma.~~ the course credit requirements and ~~Profile of Learning content standards or~~ Minnesota Academic Standards that school districts must offer, and certify that students complete, to be eligible for a high school diploma.
- D. ~~“Special needs” means students with limited English proficiency, disabilities or 504 plans.~~

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

A. School District Goals

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

B. System for Reviewing All Instruction and Curriculum

Incorporated in the continuous improvement process will be analysis of the school district's progress toward implementation of the ~~Basic Standards and High Standards included in the Profile of Learning;~~ Minnesota Academic Standards.

~~The Basic Standards and the High Standards will be phased in for students according to the schedule established by the Department of Children, Families, and Learning. If the Department of Children, Families, and Learning changes the schedule, the district will change its schedule in the same way.~~

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

Phase 1: Study

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

Phase 2: Select

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

Phase 3: Plan

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

Phase 4: Implement

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

Phase 5: Analyze

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

Phase 6: Adjust

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

C. Implementation of Graduation Requirements

1. ~~Graduation Standards Implementation Committee~~ The Director of Curriculum shall advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations ~~of this committee~~ shall be published annually to the community.
2. The school board shall annually review and determine if student achievement levels at each school site meet state expectations. If the school board determines that student achievement levels at a school site do not meet state expectations and the site has not made adequate yearly progress for two consecutive school years, ~~beginning with the 2001-02 school year, the Graduations Standards Implementation Committee shall work with the school site to adopt a plan to raise student achievement levels to meet state and local expectations. The Graduations standards Implementation Committee may~~ the site may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, ~~to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior reliable achievement. Indicators of achievement and prior achievement must be based on highly~~ reliable statewide or district-wide assessments. The school board will ~~utilize~~ consider models developed by the Commissioner for measuring individual student progress. The school board must coordinate with the Minnesota Department of Education (MDE) in evaluating school sites and continuous improvement plans, consistent with the best practices.

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

1. The Community Curriculum Advisory Council acts in an advisory capacity to the superintendent, to convey community beliefs and opinions regarding curriculum issues.

~~_____ Included in its membership should be:~~

- ~~_____ a. The Director of Curriculum or his/her designee~~
- ~~_____ b. Principal~~
- ~~_____ c. School Board Member~~
- ~~_____ d. Two student representatives~~
- ~~_____ e. One teacher from each instructional level: elementary, and secondary~~
- ~~_____ f. Two parents from each instructional level: elementary, and secondary~~
- ~~_____ g. A resident without school-aged children.~~
- ~~_____ h. Local business or industry. _____~~

2. The Advisory Committee shall, when possible, be comprised of two-thirds community representatives and shall reflect the diversity of the community. Included in its membership should be:

- a. The Director of Curriculum (or similar educational leader)
- b. Principal
- c. School Board Member
- d. Student Representative
- e. One teacher from each building or instructional level
- f. Parents from each building or instructional level
- g. Residents without school-aged children
- h. Residents representative of local business or industry
- i. School District Test Administrator (if different from "a." above)

E. Evaluation of Student Progress

A committee of Pprofessional staff shall develop a plan for assessment of student progress toward the Profile of Learning, Academic Standards, as well as program evaluation data for use by the Community Curriculum Advisory Committee in the instruction and curriculum review process.

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

F.G. Reporting

An “Annual Report on Curriculum, Instruction and Student Performancee ~~-Achievement~~” shall be approved by the school board ~~and distributed to the public.~~ A copy shall be sent to the Commissioner by October 15 of each year. ~~The public report shall include, but not be limited to, the following: by October 1 of each year. The school board shall publish the report in the local newspaper with the largest circulation in the district, by mail, or by electronic means such as the school district website. If electronic means are used, the school district must publish notice of the report in a periodical of general circulation in the school district. The school district must make copies of the report available to the public on request. A copy shall be sent to the Commissioner by October 15 of each year. The public report shall include, but not be limited to, the following:~~

1. Student ~~performancee~~ achievement goals for meeting the ~~graduation~~ Minnesota Academic sStandards;
2. Result of local assessment data and additional test data, including all data required by Minn. Rules, Part 3501.0160;
3. School district improvement plans including staff development goals;
4. Progress on previous improvement plans;
5. Amount and type of revenue attributed to each educational site as defined in Minn. Stat. § 123B.04;
6. Names of Advisory Committee members, dates their terms expire, method of selection and application dates;
7. Periodic reports on constituencies’ satisfaction with schools;
8. Biennial evaluations of the school district testing programs.

Legal References:

Minn. Stat. § 120B.02 (Educational Expectations for Minnesota’s Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation Standards - Mathematics and Reading)

Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Part 3501.0160 (District Reporting Requirements)
Minn. Rules Parts 3501.0505-3501.0635 ~~0745~~ (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

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

Minn. Rules Parts 3501.0200-3501.0290 (Rules Relating to Graduation Standards - Written Composition)
Minn. Rules Part 3501.0160 (District Reporting Requirements)
Minn. Rules Parts 3501.0505-3501.~~0635~~ 0745 (K-12 Standards)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: WBLASB Policy 104 (School District Mission Statement)
WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 613 (Graduation Requirements)
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WBLASB Policy 617 (School District Ensurance of Preparatory and High School Standards)
WBLASB Policy 618 (Assessment of Standard Achievement)
WBLASB Policy 619 (Staff Development for Standards)
WBLASB Policy 620 (Credit for Learning)

E. OPERATIONAL ITEMS

AGENDA ITEM: Resolution to Canvass the November 3, 2009
General Election of School Board Members

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Dave Guenther

BACKGROUND:

This resolution has been provided by our attorney to canvass the School District General Election.

The election results have been provided by the City of White Bear Lake's election official Grace Wachlarowicz.

Recommendation: Approve the resolution to canvass the November 3, 2009
General Election of School Board Members

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was duly held in said school district on the 9th day of November, 2009, at 7 o'clock p.m. for the purpose, in part, of canvassing its general election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

**RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION**

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

1. It is hereby found, determined and declared that the general election of the voters of this school district held on November 3, 2009, was in all respects duly and legally called and held.
2. As specified in the attached Abstract and Return of Votes Cast, a total of 3103 voters of the district voted at said general election on the election of four (4) school board members for four (4) year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

George Kimball	2115	Vince Miller	1061
Janet Newberg	2010	Write ins	72
Kim S. Chapman	1743		
Bob Shevik	1600		

3. George Kimball, Janet Newberg, Kim S. Chapman and Bob Shevik, having received the highest number of votes, are elected to four (4) year terms beginning on the first Monday in January, 2010.
4. The clerk is hereby directed to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

The motion for the adoption of the foregoing resolution was duly seconded by

Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

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

WITNESS MY HAND officially as such clerk this 9th day of November, 2009.

Clerk

School District #624
White Bear Lake Area
General Election - November 3, 2009

Polling Locations	Lino Lakes P-1 Lino Lakes Senior Ctr	Lino Lakes P-4 Lino Lakes City Hall	Lino Lakes P-8 Living Waters Church	Maplewood P-7 First Evangelical	Maplewood P-8 Concordia Arms Apts	WBL W-1 Council Chambers	WBL W-2 WBL Library	Birchwood Sunrise School	WBL W-3 Sunrise School	WBL W-4 P-1 Golfview	WBL W-5 St. Stephens	WBT P-1 North Oaks P-2 Oster Lake	WBT P-2 Eight Brook	WBT P-3 So. Shore Trinity	WBT P-4 Gem Lake Heritage Hall	VH P-1 & 3 L. Canada P-2 VH School	VH P-4 VH Fire Hall	Hugo W-1 P-1 Hugo Fire Hall	Hugo W-2 P-1 Oreka	TOTAL
Persons registered at 7:00 am	8	13	1,026	175	17	2,950	3,163	683	2,710	3,011	3,223	4,257	2,347	858	1,567	5,531	2,011	2,840	3,275	39,665
Number of new registrations on election day	0	0	0	0	0	9	29	0	16	9	6	1	4	3	2	1	1	4	2	0
Total registered	8	13	1,026	175	17	2,950	3,163	683	2,710	3,011	3,223	4,257	2,347	858	1,567	5,531	2,011	2,840	3,275	39,665
Total voters	5	3	121	12	2	372	615	25	424	534	354	129	99	40	95	174	35	39	25	3,103
% Voter turnout	62.50%	23.08%	11.79%	6.86%	11.76%	12.61%	19.44%	3.66%	15.65%	17.73%	10.98%	3.03%	4.22%	4.66%	6.06%	3.15%	1.74%	1.37%	0.76%	8%
Absentee Ballots	0	0	0	0	0	18	20	0	14	22	10	3	0	1	7	4	1	1	1	102
% Absentee Ballots	0.00%	0.00%	0.00%	0.00%	0.00%	4.84%	3.25%	0.00%	3.30%	4.12%	2.82%	2.33%	0.00%	2.50%	7.37%	2.30%	2.86%	2.56%	4%	3%

School District #624
White Bear Lake Area
General Election - November 3, 2009

Polling Locations	Lino Lakes P-1 Lino Lakes Senior Ctr	Lino Lakes P-4 Lino Lakes City Hall	Lino Lakes P-8 Living Waters Church	Maplewood P-7 First Evangelical	Maplewood P-8 Concordia Arms Apts	WBL W-1 Council Chambers	WBL W-2 WBL Library	Birchwood Sunrise School	WBL W-3 Sunrise School	WBL W-4 P-1 Golfview	WBL W-5 St. Stephens	WBT P-1 North Oaks P-2 Oster Lake	WBT P-2 Eight Brook	WBT P-3 So. Shore Trinity	WBT P-4 Gem Lake Heritage Hall	VH P-1 & 3 L. Canada P-2 VH School	VH P-4 VH Fire Hall	Hugo W-1 P-1 Hugo Fire Hall	Hugo W-2 P-1 Oreka	TOTAL
Vince Miller	2	0	48	3	2	136	205	4	142	181	124	44	20	8	34	86	19	14	9	1,081
Bob Shevik	3	0	53	5	1	162	262	12	232	271	190	73	64	27	46	123	20	19	17	1,600
Kim S. Charman	2	0	52	5	1	212	333	16	241	307	180	82	57	24	59	112	22	21	17	1,743
Janet Newberg	2	0	60	3	2	235	373	23	263	363	221	90	78	29	71	124	27	26	17	2,010
George Kimball	3	0	51	6	2	267	424	20	291	348	226	99	72	26	77	133	26	27	19	2,115
Write In	0	0	2	0	0	3	8	0	5	5	10	11	1	1	2	12	0	7	5	72

Agenda Item: **Authorization of Assurance of Non-Discrimination Compliance**

Meeting Date: **November 9, 2009**

Suggested Disposition: **Operational Item**

Contact Persons(s): **Marv Swanson, Interim Director of Human Resources**

BACKGROUND:

Each fall, the Minnesota Department of Education requires school districts to verify compliance with State and Federal laws prohibiting discrimination. The required verification has two parts. The first part is an on-line checklist that the District has policies in place with respect to harassment and violence, hazing, 504, Title IX, and inclusive education along with district compliance officers.

The second part requires signatures of the Superintendent, School Board Chairperson, and School Board Clerk. This form affirms that the District's practices for both students and employees are non-discriminatory. Some areas addressed are age, gender, national origin, marital status, sexual orientation, religion, and disability.

Attached is a copy of ED-00199-08 which is the MDE form that requires the signatures mentioned above.

RECOMMENDATION:

Authorize the signatures for MDE from ED-00199-08 which provides the State with "assurance" that the District's policies and practices prohibit discrimination as defined by State and Federal laws.

	Monitoring and Compliance 1500 Highway 36 West Roseville, MN 55113-4266	ASSURANCE OF COMPLIANCE WITH STATE AND FEDERAL LAW PROHIBITING DISCRIMINATION	ED-00199-08
			DUE: 11/15

GENERAL INFORMATION AND INSTRUCTIONS: Pursuant to Minnesota Statutes, section 127A.42, subd. 3, each school board shall annually submit to the Commissioner of Education a statement of compliance with state and federal laws prohibiting discrimination and provide the designated supporting information to assure that statement. Complete this form as directed and return it to the above address by November 15. Retain a copy for your files.

IDENTIFICATION INFORMATION			
School District Name INDEPENDENT SCHOOL DISTRICT 624 - WHITE BEAR LAKE SCHOOLS			District Number 0624-62
Name of District Contact Person MARV SWANSON	Title INTERIM DIRECTOR OF HR	Telephone Number (651) 407-7550	FAX Number (651) 407-7541

STATEMENT OF ASSURANCE							
The undersigned hereby affirm that the above named school district is in compliance with the following state and federal laws prohibiting discrimination: - Minnesota Statute, section 363.03, Minnesota Human Rights Act, which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age. - Title VI of the Civil Rights Act of 1964 (42 USC 2000d., et. seq.; 34 CFR Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance. - Title VII of the Civil Rights Act of 1964 (42 USC 2000e., et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin. - Title IX of the Education Amendments of 1972 (20 USC, Section 1681; 34 CFR Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance. - The Age Discrimination in Employment Act of 1967 (29 USC, Section 621; 42 USC Section 6101; 29 CFR Part 860), which prohibits discrimination on the basis of age (over 40 years). - Minnesota Statute, section 121A.04, which prohibits sex discrimination in athletic programs. - Minnesota Statute, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel. - Minnesota Rules, Chapter 3535, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices. - Section 504 of the Rehabilitation Act of 1973 34 C.F.R. part 104, prohibiting discrimination on the basis of disability. - American with Disabilities Act 42 U.S.C. § 12101, <i>et seq.</i>, also prohibiting discrimination on the basis of disability. - Minnesota Rules, part 3500.0550 relating to Inclusive Educational Program Plan. - Equal Education Opportunities and Transportation of Students (20 U.S.C. § 1703). - Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) 42 U.S.C. § 2000 e(k). - Fair Housing Act 42 U.S.C. § 3601 <i>et seq.</i> 24 C.F.R. part 100. - Age Discrimination Act 42 U.S.C. § 6101, 6102; 45 C.F.R. part 100. - Prohibition of Discrimination Based on Blindness (20 U.S.C. § 1684). - May 25, 1970, Office of Civil Rights Memorandum, "Identification of Discrimination and Denial of Service on the Basis of National Origin". - August 1975, Office of Civil Rights Memorandum, "Identification of Discrimination in the Assignment of Children to Special Education Programs". This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date. The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons whose signatures appear below and who are authorized to sign on behalf of the district. Furthermore, the undersigned hereby affirm that there is a copy of each of these laws in each building in the district and that the information given on page two and three of this form is accurate and complete. <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;"> Signature - School District Superintendent </td> <td style="width: 50%; text-align: center;"> Date </td> </tr> <tr> <td style="text-align: center;"> Signature - President or Chairperson of School Board </td> <td style="text-align: center;"> Date </td> </tr> <tr> <td style="text-align: center;"> Signature - Clerk of School Board </td> <td style="text-align: center;"> Date </td> </tr> </table>		Signature - School District Superintendent	Date	Signature - President or Chairperson of School Board	Date	Signature - Clerk of School Board	Date
Signature - School District Superintendent	Date						
Signature - President or Chairperson of School Board	Date						
Signature - Clerk of School Board	Date						

Agenda Item: **New Course Proposals for School Year 2010-2011**

Meeting Date: **November 9, 2009**

Suggested Disposition: **Operational**

Contact Persons(s): **Cynthia A. Moore, Director of Curriculum and Assessment**

BACKGROUND:

The following are the new course proposals and course title changes for the 2010-2011 school year.

New Courses

Department	Course Title	Term	Grade Level
Art	Photo Journalism	Semester	11-12
Instrumental Music	Percussion Ensemble	Full Year	11-12
Language Arts	eCIS	Full Year	11-12
Math	AP Calculus B/C	Full Year	11-12
Technology Ed	PLTW – Principles of Engineering	Full Year	10-12

**Title/Term/Grade
Level/Change**

Department	Title	Term	Grade Level
Business Ed	Computer Applications for Business Formerly: Powerpoint, Excel, Etc. and Desktop Publishing	Semester	9-10
World Language	American Sign Language 1 (ASL)	Full Year	11-12 to 10 -12
Technology Ed	PLTW – Introduction to Engineering Design	Semester to Full Year	9-12

RECOMMENDATION: Approve the additions and modifications as shown.

NEW COURSE PROPOSAL DESCRIPTIONS – 2010-2011 SCHOOL YEAR
October 26, 2009

ART

PHOTOJOURNALISM

Semester – ½ credit

Grade 11-12

Prerequisite: None

Level: General

This course focuses on how to communicate as an artist and photojournalist. Today's world increasingly calls for photojournalists to communicate in a variety of mediums. The internet, newspapers, and magazines all call for today's journalists and marketing majors to be versatile and capable of communicating in clear, skillful and precise ways. Students will learn to document aspects of everyday living using photo collage, mixed media, video, and digital photography. Students will explore the history of photo communication and their personal world of visual ideas.

INSTRUMENTAL MUSIC

PERCUSSION ENSEMBLE

Full Year - 1 Credit

Grade 11-12

Prerequisite: Prior knowledge and experience playing percussion instruments, audition and permission from the instructor.

Percussion Ensemble members will perform with both bands as a part of these ensembles as well as, autonomously. Early fall and late spring include a marching/battery experience with the opportunity to perform in summer parades. The primary focus will be on percussion ensemble music in a variety of styles using a broad spectrum of percussive instruments. Throughout the year, individual musicianship will be improved through reading and understanding written music, creating and composing music, development of fundamental techniques and rudiments, as well as, performing in a variety of venues.

LANGUAGE ARTS

eCIS: WRITING STUDIO

Full Year - 1 credit - 4 credits (U of M)

Grade 12

Prerequisite: Teacher recommendation, academic middle (between the 50-80 percentiles), completed application.

Level: General

Engl 1201 is a University of Minnesota writing course that meets the Language Arts requirements for grade 12. This course will focus on improving the writing skills of college bound students. This college-level course will center on critical thinking skills and specific writing techniques to assist students in becoming stronger writers. In addition, a portion of the class with focus on college readiness. We will assist in the college application process, ACT/SAT testing, financial aid, and the exploration of picking a college. Students will be expected to handle a college level workload and high academic standards. Students must have a personal interest in improving their writing skills and willing to participate in class discussions and off campus visits. This class prepares students to write at the college level.

MATH

ADVANCED PLACEMENT CALCULUS B/C

Full Year - 1 credit

Grade 12

Prerequisite: AP Calculus A and AP Calculus B

Level: Advanced

Students will explore the concepts of calculus through the graphic, numeric, and symbolic analysis of functions and relations. The student will review concepts of limits, continuity, derivatives and integrals. The student will learn advanced integration techniques, parametric and polar equations, sequences and series, and other topics from a college Calculus 2 course. Students are expected to register for the BC Calculus Exam in May.

TECHNOLOGY ED

PRINCIPLES OF ENGINEERING

Full Year/ 1.0 Credit

Grades 10, 11, 12

Prerequisite: Students have completed Introduction to Engineering Design and successfully completed Algebra I.

Level: Advanced

This course will help students understand the field of engineering/engineering technology and covers various technology systems and manufacturing processes. Using activities, projects and problems, student learn first- hand how engineers and technicians use math, science and technology in an engineering problem-solving process to benefit people. The course also addresses concerns about social and political consequences of technological change. Principles of Engineering's key concepts are communication, design process, static's, material testing and kinematics.

AGENDA ITEM: Action on Withdrawing School Board Policy 617 and 620

MEETING DATE: November 9, 2009

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Cindy Moore, Director of Curriculum and Assessment

BACKGROUND:

The Minnesota School Boards Association (MSBA) has recommended that school districts remove School Board Policies 617, School District Insurance of Preparatory and High School Standards, and School Board Policy 620, Credit for Learning because both of these policies are based on laws which no longer exist, and have been made obsolete by new legislation.

RECOMMENDATION: Approve withdrawing School Board Policies 617 and 620 from the White Bear Lake Area School District's policy book.