

**INDEPENDENT SCHOOL  
DISTRICT #624**



**SCHOOL BOARD  
AGENDA**

December 8, 2008

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: December 3, 2008

A meeting of the White Bear Lake Area School Board will be held on **Monday, December 8, 2008** 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 - 9
  - b) Payment of Invoices – pages 10 - 37
  - c) Correspondence
  - d) Acceptance of Gifts – pages 38 - 42
  - e) Approve Field Trips – page 43
  - f) Terminations – Retirements – Resignations – pages 44 - 45
  - g) Leaves of Absence – page 45
  - h) New Personnel – page 46

**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 ITEM**

1. Superintendent's Report – page 47

**D. DISCUSSION ITEMS**

1. Presentation of the June 30, 2008 Audit Report – page 48
2. Presentation of the Financial Forecast 2009-14 – page 49

**E. OPERATIONAL ITEMS**

1. Acceptance of June 30, 2008 Audit – page 50
2. Approval of 2008 Payable 2009 Property Tax Levy – pages 51 - 52
3. Approval of Investment Policy Statement – pages 53 - 58
4. Recommendations for Proposed Programmatic Adjustments and Improvements for the 2009-10 School Year – pages 59 - 61
5. Acceptance of Grant from the Otto Bremer Foundation – pages 62 - 65
6. Action on Student Teacher Agreements with Saint Mary's University, Concordia University and Northwestern College – pages 66 - 72

**F. BOARD FORUM**

**G. ADJOURNMENT**

# **A. PROCEDURAL ITEMS**

AGENDA ITEM: **Consent Agenda**  
MEETING DATE: **December 8, 2008**  
SUGGESTED DISPOSITION: **Procedural Items**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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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

**RECOMMENDATION:**

Approve the items listed on the Consent Agenda.

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

A Work Study meeting of the White Bear Lake School Board was held on Monday, November 10, 2008 at 5:30 p.m. in Room 206 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEM**

Larson called the meeting to order at 5:30 p.m.

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

Ex-Officio - Lovett

Cabinet: Daniels, Moore, Pope, Thelen, Willcoxon

Communications: Vette

**B. DISCUSSION ITEMS**

1. Investment of Bond Proceeds – Mr. Pete Willcoxon, Executive Director of Business Services, introduced representatives from Wells Fargo Management Group to include Mr. John Schutz and Mr. Merle Waters along with Mr. Aaron Casper from National Insurance Services. A discussion followed on the Investment Policy of our recent OPEB Bond sale.

**C. ADJOURNMENT**

Larson moved; Parsons seconded to adjourn the meeting at 6:32 p.m. Voice vote:  
*All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

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

A Work Study meeting of the White Bear Lake School Board was held on Monday, November 10, 2008 at 5:30 p.m. in Room 206 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEM**

Larson called the meeting to order at 5:30 p.m.

Roll Call – Present – Parsons, Storey, Swanson, Hiniker, Kimball, Larson,  
Newberg  
Ex-Officio - Lovett  
Cabinet: Daniels, Moore, Pope, Thelen, Willcoxon  
Communications: Vette

**B. DISCUSSION ITEMS**

1. Investment of Bond Proceeds – Mr. Pete Willcoxon, Executive Director of Business Services, introduced representatives from Wells Fargo Management Group to include Mr. John Schutz and Mr. Merle Waters along with Mr. Aaron Casper from National Insurance Services. A discussion followed on the Investment Policy of our recent OPEB Bond sale.

**C. ADJOURNMENT**

Larson moved; Parsons seconded to adjourn the meeting at 6:32 p.m. Voice vote:  
*All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

**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, November 10, 2008 at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**A. PROCEDURAL ITEMS**

1. Larson called the meeting to order at 7:02 p.m.
2. Roll Call- Present: Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg  
Ex-Officio: Lovett  
Cabinet: Present – Daniels, Guenther, Moore, Pope, Thelen, Willcoxon
3. Pledge of Allegiance
4. Motion by Hiniker and seconded by Newberg to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Motion by Parsons and seconded by Storey to approve the consent agenda consisting of:
  - Approval of minutes of regular meeting October 13, 2008 and work-study minutes of October 27, 2008, and special meeting of October 27, 2008;
  - 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
  - Passage of resolution to approve personnel issues to include:
    - Resignations of Classified Staff: Patrick Kolb, Custodian, effective date: 10/31/08
    - Unpaid Maternity Leave – Classified Staff: Jackie Lashomb, Health Assistant, Otter Lake Elementary, unpaid from 9/30/08 through 11/07/08.
    - Unpaid Maternity Leave – Certified Staff:  
Rebecca Butters-Levahn, Special Education Teacher, Lincoln Elementary, unpaid from 10/15/08 through 10/31/08.  
Karen Schmitz, Guidance Counselor, Central Middle School, unpaid from 10/06/08 through 10/10/08.
    - New Personnel – Classified Staff  
Megan Kirkpatrick, Regular Part-Time cook, South Campus, effective date: 10/9/08

Kevin Siebenaler, Custodian, Hugo (Early Childhood/916), effective date: 10/01/08

- New Personnel – Certified Staff: Kristi Forsythe, Social Studies Teacher, North Campus, effective date: 2008-09 School Year
- Change in Continuing Contract – Certified Staff  
Kathleen Fitch, Deaf/Hard of Hearing Teacher, Normandy Park, effective date: 11/03/08.

***Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.***

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

**C. INFORMATION ITEMS**

1. White Bear Lake Area Educational Foundation Presentation - The White Bear Lake Area Educational Foundation presented a check for \$65,000 to the District in support of the District purchasing interactive white board technology and training. These funds were raised during the recently held Foundation Gala. The Board expressed their appreciation for the donation.
2. Superintendent's Report – Dr. Lovett congratulated the Willow Lane Elementary School Community, current and past, who were recently recognized as being a National Blue Ribbon School. A ceremony was held on October 23. Before this evening's Board meeting, the Board recognized nine students through the National Merit Scholarship program including seven National Merit Commended students and two Semi-Finalists. Also recognized prior to the Board meeting was long-term community member Mr. John Kenneth Longville who was presented with an honorary diploma from White Bear Lake Area High School. Mr. Longville will participate in a Veteran's Day celebration at Vadnais Heights Elementary School on November 11.

Dr. Lovett recognized several fall sports including our girl's soccer team who were sectional runner-ups and our boy's and girl's cross-country teams that both won the sectional titles and finished fifth and eighth, respectively, in the State meet. International visitors have recently visited our District including sixteen high school students and two teachers from Germany along with a principal from a high school in Tanzania who was visiting outstanding schools in the Twin Cities area for best practices. During the month of November our students have been demonstrating our core value of service in collecting more than 10,000 pounds of food and donations totaling more than \$700 and making those donations to the White Bear and Hugo food shelves. All our encouraged to checkout the District website for dates and times of the upcoming high school musical, Oklahoma. Lastly, Central and Sunrise Park Middle Schools will host Open Houses for families who would like to learn more about the schools' offerings for the 2009-2010 school year. The events will take place at 10:00 a.m. on November 20 and 6:00 p.m. on November 24 at both schools. All are welcome to attend.

**D. DISCUSSION ITEMS** – There were no discussion items on the agenda this evening.

**E. OPERATIONAL ITEMS**

1. Swanson motioned and Newberg seconded to approve the recommendation on the High School Six Period Day. *Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.*
2. Parsons motioned and Kimball seconded to approve the New Course Proposals, Name Changes, Deletions, and Credit and Grade Level Changes. *Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.*
3. Hiniker motioned and Newberg seconded to approve the Human Services, Inc. (HSI) Contract. *Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.*
4. Parsons motioned and Storey seconded to approve School Board Policy 499, Student Teaching. *Voice vote: all ayes. Motion carried.*
5. Newberg motioned and Hiniker seconded to approve School Board Policy 910, Awarding of Honorary Diploma. *Voice vote: all ayes. Motion carried.*
6. Swanson motioned and Hiniker seconded to approve the resolution approving Trustee Appointment. *Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.*

**F. BOARD FORUM** – No one spoke at the Board Forum this evening.

**G. ADJOURNMENT** - Newberg motioned and Larson seconded approval to adjourn the meeting at 7:53 p.m. *Voice vote: All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

**D. DISCUSSION ITEMS** – There were no discussion items on the agenda this evening.

**E. OPERATIONAL ITEMS**

1. Swanson motioned and Newberg seconded to approve the recommendation on the High School Six Period Day. **Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.**
2. Parsons motioned and Kimball seconded to approve the New Course Proposals, Name Changes, Deletions, and Credit and Grade Level Changes. **Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.**
3. Hiniker motioned and Newberg seconded to approve the Human Services, Inc. (HSI) Contract. **Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.**
4. Parsons motioned and Storey seconded to approve School Board Policy 499, Student Teaching. **Voice vote: all ayes. Motion carried.**
5. Newberg motioned and Hiniker seconded to approve School Board Policy 910, Awarding of Honorary Diploma. **Voice vote: all ayes. Motion carried.**
6. Swanson motioned and Hiniker seconded to approve the resolution approving Trustee Appointment. **Roll call vote: Ayes – Parsons, Storey, Swanson, Hiniker, Kimball, Larson, Newberg. Nays none. Motion carried.**

**F. BOARD FORUM** – No one spoke at the Board Forum this evening.

**G. ADJOURNMENT** - Newberg motioned and Larson seconded approval to adjourn the meeting at 7:53 p.m. **Voice vote: All ayes. Motion carried.**

Submitted by: Cathy Storey, Clerk

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

A Work Study meeting of the White Bear Lake School Board was held on Monday, November 24, 2008 at 5:30 p.m. in Room 206 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEM**

Larson called the meeting to order at 5:38 p.m.

Roll Call – Present – Parsons, Storey, Hiniker, Kimball, Larson, Newberg

Absent: Swanson

Ex-Officio - Lovett

Cabinet: Daniels, Guenther, Moore, Thelen, Willcoxon

Communications: Vette

**B. DISCUSSION ITEMS**

1. Financial Forecast – Pete Willcoxon, Executive Director of Business Services, reviewed the new financial forecast for the fiscal years 2010 through 2014. Our OPEB bond sale has resulted in the elimination of the need for the general fund to support these benefits into the foreseeable future. This allows us to redirect those resources.

2. Update on Proposed Programmatic Adjustments and Improvements for the 2009-10 School Year – Dr. Lovett and Cabinet reviewed current programs and practices which have ramifications for staffing and programs. With revenue available to the District as a result of money in the general fund which has been replaced by receipts from the OPEB bonds, the District will identify programmatic improvements which we believe are sustainable over the long term and would have a maximum positive effect on improving educational programs and student achievement. Programmatic improvements currently under consideration were reviewed with some recommended for action at the December 8, 2008 Board meeting.

3. Follow-up Discussion on Proposed School Board Investment Policy – The Board, Dr. Lovett and Mr. Willcoxon held further discussion on the OPEB Investment Policy. Recommendations will be brought forward for approval at the December 8, 2008 Board meeting.

**C. ADJOURNMENT**

Parsons moved; Hiniker seconded to adjourn the meeting at 8:03 p.m. Voice vote: *All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

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

A Truth in Taxation Hearing for the White Bear Lake School Board was held on Tuesday, December 2, 2008 at 7:00 p.m. in Room 206 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**I. CALL TO ORDER**

Larson called the meeting to order at 7:00 p.m.

**II. ROLL CALL**

Roll call - Present: Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons  
Ex-Officio: Lovett  
Cabinet: Willcoxon

**III. WELCOME AND OVERVIEW OF TONIGHT'S MEETING**

Larson welcomed those in attendance and gave a brief overview of the purpose of the annual Truth in Taxation Hearing. Larson then introduced Mr. Pete Willcoxon, Executive Director of Business Services who would be making tonight's presentation.

**IV. TAX AND BUDGET INFORMATION PRESENTATION**

Mr. Willcoxon presented the Truth in Taxation overview including discussion on each of the levy components, levy history, enrollment and budget information. Willcoxon noted that while ISD 624's financial picture is currently very solid having been recognized once again by multiple awards and a recent AA Bond Rating, lack of special education funding from the federal government and lack of funding from our state legislature which consistently provides less than inflation-level funding, has and will continue to jeopardize Minnesota school districts, including ours.

**V. COMMENTS OR QUESTIONS**

Mr. Rod Raschke, a Vadnais Heights community member, asked several questions with regard to his property tax statement and OPEB bond sales.

**VI. ADJOURNMENT**

Parsons moved; Hiniker seconded to adjourn the meeting at 7:29 p.m.  
Voice vote: *All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

AGENDA ITEM: Monthly Check Registers

MEETING DATE: December 8, 2008

SUGGESTED DISPOSITION: Consent Agenda

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

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**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 - November**

|                                             | <u>11/14/2008</u> | <u>11/28/2008</u> |
|---------------------------------------------|-------------------|-------------------|
| Direct Deposit 224386-225687                | 1,407,837.87      |                   |
| U.S. Treasury (FICA, Medicare, withholding) | 518,632.68        |                   |
| MN State Income Tax                         | 80,757.17         |                   |
| WI State Income Tax                         | 3,051.45          |                   |
| PERA                                        | 80,278.22         |                   |
| TRA                                         | 165,867.96        |                   |
| White Bear Lake Teacher's Association       | 24,748.19         |                   |
|                                             |                   |                   |
| Direct Deposit 225688-226983                |                   | 1,400,275.26      |
| U.S. Treasury (FICA, Medicare, withholding) |                   | 513,180.49        |
| MN State Income Tax                         |                   | 80,479.00         |
| WI State Income Tax                         |                   | 3,045.37          |
| PERA                                        |                   | 80,573.69         |
| TRA                                         |                   | 165,839.48        |
| White Bear Lake Teacher's Association       |                   | 24,796.59         |

| Check Nbr | Vendor Name                  | Check Date              | Check Amount |
|-----------|------------------------------|-------------------------|--------------|
| 345601    | ELECTRONIC LEARNING PRODUCTS | 11/26/2008              | 2,075.00     |
| 345602    | MIDWEST BUS PARTS INC        | 11/26/2008              | 3,576.65     |
| 345603    | MN MIDDLE SCHOOL ASSOC       | 11/26/2008              | 280.00       |
| 3         | Computer                     | Check(s) For a Total of | 5,931.65     |

|           |   |                                   |                       |          |
|-----------|---|-----------------------------------|-----------------------|----------|
|           | 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     |
|           | 3 | Computer                          | Checks For a Total of | 5,931.65 |
| Total For | 3 | Manual, Wire Tran, ACH & Computer | Checks                | 5,931.65 |
| Less      | 0 | Voided                            | Checks For a Total of | 0.00     |
|           |   | Net Amount                        |                       | 5,931.65 |

| Check Nbr | Vendor Name                    | Check Date              | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 345569    | AIG                            | 11/20/2008              | 9,085.08     |
| 345570    | AMERICAN CENTURY INVESTMENT    | 11/20/2008              | 383.34       |
| 345571    | AMERICAN FUNDS                 | 11/20/2008              | 60,603.90    |
| 345572    | AMERICAN UNITED LIFE           | 11/20/2008              | 40,075.07    |
| 345573    | AMERIPRISE                     | 11/20/2008              | 9,142.54     |
| 345574    | AXA EQUITABLE                  | 11/20/2008              | 6,242.99     |
| 345575    | CITISTREET / COPELAND          | 11/20/2008              | 567.54       |
| 345576    | DELL MARKETING LP              | 11/20/2008              | 6,639.00     |
| 345577    | ECMC                           | 11/20/2008              | 182.05       |
| 345578    | EDUCATION MN ESI BILLING TRUST | 11/20/2008              | 21,792.78    |
| 345579    | FIDELITY INVESTMENTS           | 11/20/2008              | 4,372.72     |
| 345580    | FRANKLIN LIFE INSURANCE        | 11/20/2008              | 100.00       |
| 345581    | GRC - AWG                      | 11/20/2008              | 152.28       |
| 345582    | HORACE MANN COMPANIES          | 11/20/2008              | 325.00       |
| 345583    | ING LIFE INSURANCE & ANNUITY C | 11/20/2008              | 1,263.07     |
| 345584    | IUOE #70                       | 11/20/2008              | 1,919.63     |
| 345585    | MET LIFE OF CONNECTICUT        | 11/20/2008              | 225.00       |
| 345586    | METROPOLITAN LIFE              | 11/20/2008              | 3,003.54     |
| 345587    | MN CHILD SUPPORT               | 11/20/2008              | 2,089.75     |
| 345588    | MN PC USERS' GROUP             | 11/20/2008              | 35.00        |
| 345589    | NEW ENGLAND FINANCIAL          | 11/20/2008              | 40.00        |
| 345590    | ORCHARD TRUST COMPANY          | 11/20/2008              | 4,215.05     |
| 345591    | PUTNAM INVESTMENTS             | 11/20/2008              | 262.50       |
| 345592    | RAUSCH,STURM, ISRAEL & HORNIK  | 11/20/2008              | 377.42       |
| 345593    | SCHOOL SERVICE EMPLOYEES       | 11/20/2008              | 5,544.86     |
| 345594    | T ROWE PRICE FUNDS             | 11/20/2008              | 233.33       |
| 345595    | THRIVENT FINANCIAL FOR LUTHER  | 11/20/2008              | 1,610.15     |
| 345596    | UNITED STATES TREASURY         | 11/20/2008              | 78.79        |
| 345597    | US DEPT OF EDUCATION           | 11/20/2008              | 260.28       |
| 345598    | VANGUARD SECURITIES FUND       | 11/20/2008              | 13,141.36    |
| 345599    | WADDELL AND REED INC           | 11/20/2008              | 429.38       |
| 345600    | XCEL ENERGY                    | 11/20/2008              | 55,938.30    |
| 32        | Computer                       | Check(s) For a Total of | 250,331.70   |

|           |    |                                   |                       |            |
|-----------|----|-----------------------------------|-----------------------|------------|
|           | 0  | Manual                            | Checks For a Total of | 0.00       |
|           | 0  | Wire Transfer                     | Checks For a Total of | 0.00       |
|           | 0  | ACH                               | Checks For a Total of | 0.00       |
|           | 32 | Computer                          | Checks For a Total of | 250,331.70 |
| Total For | 32 | Manual, Wire Tran, ACH & Computer | Checks                | 250,331.70 |
| Less      | 0  | Voided                            | Checks For a Total of | 0.00       |
|           |    | Net Amount                        |                       | 250,331.70 |

| Check Nbr | Vendor Name                   | Check Date | Check Amount |
|-----------|-------------------------------|------------|--------------|
| 345343    | AARP DRIVER SAFETY PROGRAM    | 11/20/2008 | 350.00       |
| 345344    | ABBOTT PAINT & CARPET CO      | 11/20/2008 | 138.33       |
| 345345    | ABILITATIONS                  | 11/20/2008 | 310.79       |
| 345346    | ACCESS COMMUNICATIONS INC     | 11/20/2008 | 5,371.66     |
| 345347    | ACT                           | 11/20/2008 | 185.00       |
| 345348    | AMAZON                        | 11/20/2008 | 637.68       |
| 345349    | AMERICAN FUNDS                | 11/20/2008 | 400.00       |
| 345350    | AMERIPRIDE SERVICES           | 11/20/2008 | 41.03        |
| 345351    | ANDERSON MARGARET M           | 11/20/2008 | 195.59       |
| 345352    | ANIMAL HUMANE SOCIETY         | 11/20/2008 | 50.00        |
| 345353    | BARNES & NOBLE                | 11/20/2008 | 270.03       |
| 345354    | BATAGLIA, DAVID A             | 11/20/2008 | 307.99       |
| 345355    | BEGE JEFF                     | 11/20/2008 | 97.54        |
| 345356    | BENJAMIN-BECK KAREN           | 11/20/2008 | 61.00        |
| 345357    | BLICK ART MATERIALS           | 11/20/2008 | 1,215.16     |
| 345358    | BOOKS ARE FUN                 | 11/20/2008 | 106.00       |
| 345359    | BOROWSKE, SHELLEY J           | 11/20/2008 | 54.00        |
| 345360    | BOWERMASTER TRACI             | 11/20/2008 | 70.86        |
| 345361    | BRADLEY LYDIA                 | 11/20/2008 | 133.38       |
| 345362    | BRANSON ELECTRONICS           | 11/20/2008 | 75.00        |
| 345363    | BRIN NORTHWESTERN GLASS CO    | 11/20/2008 | 366.85       |
| 345364    | BROOKSHAW SUE                 | 11/20/2008 | 18.00        |
| 345365    | BRUESEHOFF, JOEL              | 11/20/2008 | 25.00        |
| 345366    | BURMEISTER, JANE M            | 11/20/2008 | 40.00        |
| 345367    | BURRIS, LEANN K               | 11/20/2008 | 67.28        |
| 345368    | CAPAN NANCY                   | 11/20/2008 | 31.87        |
| 345369    | CARLSON DENISE                | 11/20/2008 | 39.00        |
| 345370    | CARNEGIE LEARNING             | 11/20/2008 | 2,679.05     |
| 345371    | CENGAGE LEARNING              | 11/20/2008 | 1,109.88     |
| 345372    | CERTIFIED LABORATORIES        | 11/20/2008 | 860.12       |
| 345373    | CHAMPION YOUTH                | 11/20/2008 | 700.00       |
| 345374    | CINTAS FIRST AID & SAFETY     | 11/20/2008 | 12.28        |
| 345375    | CITI-CARGO & STORAGE CO INC   | 11/20/2008 | 210.00       |
| 345376    | COCA-COLA BOTTLING MIDWEST CO | 11/20/2008 | 8,007.73     |
| 345377    | COPY IMAGES INC               | 11/20/2008 | 13,754.44    |
| 345378    | COPY IMAGES INC               | 11/20/2008 | 411.12       |
| 345379    | CORPORATE EXPRESS             | 11/20/2008 | 7,426.69     |
| 345380    | CUMMINS NPOWER LLC            | 11/20/2008 | 2,287.20     |
| 345381    | Vendor Continued Check        | 11/20/2008 | 0.00         |
| 345382    | Vendor Continued Check        | 11/20/2008 | 0.00         |
| 345383    | Vendor Continued Check        | 11/20/2008 | 0.00         |
| 345384    | DALCO CORPORATION             | 11/20/2008 | 9,243.85     |
| 345385    | DANIELS KATHLEEN              | 11/20/2008 | 1,669.93     |
| 345386    | DCX LLC (TORNADO SLUSH)       | 11/20/2008 | 460.00       |
| 345387    | DECKER EQUIPMENT              | 11/20/2008 | 163.18       |
| 345388    | DEEP PORTAGE                  | 11/20/2008 | 8,820.00     |
| 345389    | DELTA                         | 11/20/2008 | 39.20        |
| 345390    | DEMCO INC                     | 11/20/2008 | 605.86       |
| 345391    | Vendor Continued Check        | 11/20/2008 | 0.00         |
| 345392    | Vendor Continued Check        | 11/20/2008 | 0.00         |

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| 345393    | Vendor Continued Check         | 11/20/2008 | 0.00         |
| 345394    | DENNESON AUTO PARTS            | 11/20/2008 | 926.63       |
| 345395    | DEX EAST                       | 11/20/2008 | 120.00       |
| 345396    | DISCOUNT SCHOOL SUPPLY         | 11/20/2008 | 218.01       |
| 345397    | DUFF, ANDREA M                 | 11/20/2008 | 31.59        |
| 345398    | E.L. REINHARDT COMPANY INC     | 11/20/2008 | 51.60        |
| 345399    | ECOLAB                         | 11/20/2008 | 884.60       |
| 345400    | EDWARD DON & COMPANY           | 11/20/2008 | 366.48       |
| 345401    | EHRMAN SHERRIE                 | 11/20/2008 | 35.00        |
| 345402    | FAIRVIEW-CHISAGO LAKES CLINIC  | 11/20/2008 | 40.00        |
| 345403    | FASTENAL COMPANY               | 11/20/2008 | 96.66        |
| 345404    | FESTIVAL FOODS-KNOWLAN'S       | 11/20/2008 | 1,802.57     |
| 345405    | FIRSTGROUP AMERICA             | 11/20/2008 | 139,845.75   |
| 345406    | FLORIDA NATL HIGH ADVENTURE    | 11/20/2008 | 2,280.00     |
| 345407    | FOLLETT SOFTWARE COMPANY       | 11/20/2008 | 362.95       |
| 345408    | FOLLETT LIBRARY RESOURCES      | 11/20/2008 | 106.68       |
| 345409    | FOREIGN CANDY COMPANY INC      | 11/20/2008 | 483.85       |
| 345410    | FRANKENBERG, JAN               | 11/20/2008 | 150.00       |
| 345411    | FRATTALONES HARDWARE STORES    | 11/20/2008 | 865.55       |
| 345412    | FRENCH, ROGER F                | 11/20/2008 | 238.00       |
| 345413    | FROST LORI J                   | 11/20/2008 | 18.00        |
| 345414    | GALLAGHERS NORTHWESTERN TIRE C | 11/20/2008 | 896.55       |
| 345415    | GARCEAU HARDWARE               | 11/20/2008 | 59.48        |
| 345416    | GCS SERVICE, INC.              | 11/20/2008 | 27.65        |
| 345417    | GOPHER SPORT                   | 11/20/2008 | 161.52       |
| 345418    | GORIS PAMELA                   | 11/20/2008 | 18.00        |
| 345419    | Vendor Continued Check         | 11/20/2008 | 0.00         |
| 345420    | GRAINGER                       | 11/20/2008 | 1,704.51     |
| 345421    | GRITZMACHER SHAWN              | 11/20/2008 | 71.95        |
| 345422    | HAFNER LORI                    | 11/20/2008 | 18.00        |
| 345423    | HALLBERG ENGINEERING           | 11/20/2008 | 32,270.00    |
| 345424    | HAMMEKEN, GRACIELA E           | 11/20/2008 | 892.57       |
| 345425    | HANKINS RYAN                   | 11/20/2008 | 90.00        |
| 345426    | HANSON MARILYN                 | 11/20/2008 | 80.00        |
| 345427    | HIGGINS SHEILA                 | 11/20/2008 | 214.46       |
| 345428    | HIGHSMITH                      | 11/20/2008 | 319.05       |
| 345429    | HILDI INC                      | 11/20/2008 | 2,800.00     |
| 345430    | HISDAHL INC                    | 11/20/2008 | 190.00       |
| 345431    | HOGLUND BUS COMPANY            | 11/20/2008 | 1,143.88     |
| 345432    | HOLDEN, JIM                    | 11/20/2008 | 39.90        |
| 345433    | HORAZDOVSKY LEILA              | 11/20/2008 | 315.88       |
| 345434    | HOUGHTON MIFFLIN COMPANY LLC   | 11/20/2008 | 748.82       |
| 345435    | HSBC BUSINESS SOLUTIONS        | 11/20/2008 | 186.36       |
| 345436    | HSBC BUSINESS SOLUTIONS        | 11/20/2008 | 87.95        |
| 345437    | INTEGRA TELECOM                | 11/20/2008 | 299.43       |
| 345438    | INTERSTATE PAVEMENT MAINTENANC | 11/20/2008 | 4,756.00     |
| 345439    | ISD #279 OSSEO AREA SCHOOLS    | 11/20/2008 | 30.00        |
| 345440    | JANICKI, STACY                 | 11/20/2008 | 25.00        |
| 345441    | JOHNSON CONTROLS INC           | 11/20/2008 | 226.16       |
| 345442    | JONES NANCY A                  | 11/20/2008 | 69.88        |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 345443    | JOSTENS INC                    | 11/20/2008 | 197.50       |
| 345444    | KADEN, JOEL K                  | 11/20/2008 | 95.94        |
| 345445    | KEESE JENNIFER R               | 11/20/2008 | 18.00        |
| 345446    | KIMBALL MIDWEST                | 11/20/2008 | 192.16       |
| 345447    | KINDLIEN, CYNTHIA J            | 11/20/2008 | 93.02        |
| 345448    | KING TRINA                     | 11/20/2008 | 68.45        |
| 345449    | KOECKERITZ JEANNE              | 11/20/2008 | 174.83       |
| 345450    | KOHLI, SUKHDEEP K              | 11/20/2008 | 142.34       |
| 345451    | KOWALSKI'S MARKET              | 11/20/2008 | 207.83       |
| 345452    | KREUSER, RODNEY                | 11/20/2008 | 25.00        |
| 345453    | KUPFERSCHMIDT ROBERT           | 11/20/2008 | 120.00       |
| 345454    | L'ALLIER CONCRETE INC          | 11/20/2008 | 5,206.00     |
| 345455    | LANGUAGE LINE SERVICES         | 11/20/2008 | 90.66        |
| 345456    | LEARNING A-Z                   | 11/20/2008 | 424.75       |
| 345457    | LEICK LINDA M                  | 11/20/2008 | 18.00        |
| 345458    | LHB INC                        | 11/20/2008 | 3,247.23     |
| 345459    | LUND BARBARA A                 | 11/20/2008 | 18.00        |
| 345460    | MACKIN LIBRARY MEDIA           | 11/20/2008 | 357.42       |
| 345461    | MAHR, KAREN                    | 11/20/2008 | 40.00        |
| 345462    | MALWITZ ANN                    | 11/20/2008 | 84.07        |
| 345463    | MANKE ANNE                     | 11/20/2008 | 18.00        |
| 345464    | MATHEMATICAL OLYMPIADS         | 11/20/2008 | 89.00        |
| 345465    | MATTAI SUSAN                   | 11/20/2008 | 37.06        |
| 345466    | MAYER, ANTHONY G               | 11/20/2008 | 62.54        |
| 345467    | MC DONOUGH'S WATERJETTING AND  | 11/20/2008 | 506.25       |
| 345468    | MCGRAW, CANDY                  | 11/20/2008 | 18.00        |
| 345469    | MCGRAW TIM                     | 11/20/2008 | 61.00        |
| 345470    | MCGRAW-HILL COMPANIES          | 11/20/2008 | 850.16       |
| 345471    | METRO MEALS ON WHEELS          | 11/20/2008 | 165.00       |
| 345472    | METRO SCHOOL BUS MAINTENANCE A | 11/20/2008 | 25.00        |
| 345473    | MICHEL, ROCHELLE N             | 11/20/2008 | 74.95        |
| 345474    | MIDTHUN CAROL                  | 11/20/2008 | 46.82        |
| 345475    | MIDWEST BUS PARTS INC          | 11/20/2008 | 633.55       |
| 345476    | MIDWEST HOME                   | 11/20/2008 | 9.95         |
| 345477    | MILLER KATHERINE               | 11/20/2008 | 18.00        |
| 345478    | MINVALCO INC                   | 11/20/2008 | 183.40       |
| 345479    | MN ASSOC FOR SUPERVISION (MASC | 11/20/2008 | 35.00        |
| 345480    | MN CAREER INFO SYSTEM          | 11/20/2008 | 3,095.00     |
| 345481    | MN ELEVATOR INC                | 11/20/2008 | 123.31       |
| 345482    | MPLS ST PAUL MAGAZINE          | 11/20/2008 | 19.95        |
| 345483    | MULTI-SOURCE CONSULTANT LLC    | 11/20/2008 | 100.00       |
| 345484    | MUNSON, KARI LYNN              | 11/20/2008 | 88.59        |
| 345485    | MURPHY LYNNE                   | 11/20/2008 | 90.00        |
| 345486    | MURPHY MARY W                  | 11/20/2008 | 28.25        |
| 345487    | NATL RECREATION & PARK ASSOC   | 11/20/2008 | 135.00       |
| 345488    | NAVIS NANCY L                  | 11/20/2008 | 18.00        |
| 345489    | NELSON, SEAN                   | 11/20/2008 | 12.50        |
| 345490    | NEWELL MARGARET                | 11/20/2008 | 18.00        |
| 345491    | NOHR, KATIE J                  | 11/20/2008 | 60.00        |
| 345492    | NORTH CENTRAL BUS SALES        | 11/20/2008 | 167,365.60   |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 345493    | NORTH CENTRAL TRUCK EQUIPMENT  | 11/20/2008 | 935.70       |
| 345494    | NORTHERN VOICES                | 11/20/2008 | 3,574.80     |
| 345495    | O'ROURKE JULIE                 | 11/20/2008 | 80.24        |
| 345496    | OFFICE DEPOT                   | 11/20/2008 | 36.21        |
| 345497    | OLSON DAVID                    | 11/20/2008 | 220.00       |
| 345498    | ON SITE SANITATION INC         | 11/20/2008 | 310.00       |
| 345499    | OXYGEN SERVICE CO INC          | 11/20/2008 | 277.81       |
| 345500    | PAUL THE PLUMBER INC           | 11/20/2008 | 185.00       |
| 345501    | Vendor Continued Check         | 11/20/2008 | 0.00         |
| 345502    | Vendor Continued Check         | 11/20/2008 | 0.00         |
| 345503    | PEARSON MECHANICAL SERVICES IN | 11/20/2008 | 33,892.05    |
| 345504    | PELTIER NANCY                  | 11/20/2008 | 18.00        |
| 345505    | PGMS SCHOOL OF GROUNDS MGMT    | 11/20/2008 | 60.00        |
| 345506    | PIONEER PRESS                  | 11/20/2008 | 82.29        |
| 345507    | PITNEY BOWES INC               | 11/20/2008 | 651.74       |
| 345508    | QSP INC                        | 11/20/2008 | 9,589.94     |
| 345509    | QUALITY BUSINESS FORMS         | 11/20/2008 | 89.00        |
| 345510    | QUARFOTH, LYNN MARIE           | 11/20/2008 | 18.00        |
| 345511    | QUINN CHRIS                    | 11/20/2008 | 49.87        |
| 345512    | RED BALLOON                    | 11/20/2008 | 1,201.65     |
| 345513    | RELIABLE OFFICE SUPPLIES       | 11/20/2008 | 236.10       |
| 345514    | RENAISSANCE LEARNING INC       | 11/20/2008 | 74.75        |
| 345515    | RHINO LININGS OF WHITE BEAR    | 11/20/2008 | 1,281.00     |
| 345516    | RULLI CYNTHIA JO               | 11/20/2008 | 69.62        |
| 345517    | SAGDALEN NATALIE R             | 11/20/2008 | 18.00        |
| 345518    | SAM'S CLUB                     | 11/20/2008 | 90.48        |
| 345519    | SAVE                           | 11/20/2008 | 200.00       |
| 345520    | SCAN AIR FILTER INC            | 11/20/2008 | 889.53       |
| 345521    | SCHERTZING, HEATHER            | 11/20/2008 | 10.00        |
| 345522    | SCHERPING, KATHERINE S         | 11/20/2008 | 39.00        |
| 345523    | SCHMITT MUSIC COMPANY          | 11/20/2008 | 45.00        |
| 345524    | SCHOELLER, JOSEPH SCOTT        | 11/20/2008 | 753.90       |
| 345525    | SCHOLASTIC INC                 | 11/20/2008 | 310.57       |
| 345526    | SCHOOL SPECIALTY SUPPLY        | 11/20/2008 | 52,013.58    |
| 345527    | SCHOOLFINANCES.COM             | 11/20/2008 | 130.00       |
| 345528    | SCHREDEX, NANCY                | 11/20/2008 | 300.00       |
| 345529    | SEARS COMMERCIAL ONE           | 11/20/2008 | 1,386.66     |
| 345530    | SECURITAS SEC SVCS USA INC     | 11/20/2008 | 959.36       |
| 345531    | SEEVER GRAY                    | 11/20/2008 | 255.00       |
| 345532    | SEIFERT, JIM                   | 11/20/2008 | 25.00        |
| 345533    | SELBY, MARY JANE               | 11/20/2008 | 18.00        |
| 345534    | SELECT ACCOUNT                 | 11/20/2008 | 895.00       |
| 345535    | SKUPA NANCY                    | 11/20/2008 | 18.00        |
| 345536    | SKYWARD INC                    | 11/20/2008 | 80.00        |
| 345537    | SORENSEN CHRISTOPHER           | 11/20/2008 | 31.42        |
| 345538    | SPARK                          | 11/20/2008 | 329.98       |
| 345539    | SPECIAL ED RULES               | 11/20/2008 | 379.00       |
| 345540    | SPORT SUPPLY GROUP INC         | 11/20/2008 | 8.95         |
| 345541    | SQUIRES, JEREMY                | 11/20/2008 | 25.00        |
| 345542    | STATE SUPPLY CO                | 11/20/2008 | 3,364.48     |

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| 345543    | SUBURBAN FLOOR COVERING        | 11/20/2008 | 1,360.00     |
| 345544    | TAHER INC                      | 11/20/2008 | 6,843.16     |
| 345545    | TATGE DAVID A                  | 11/20/2008 | 35.10        |
| 345546    | TDS METROCOM - MN              | 11/20/2008 | 6,921.34     |
| 345547    | THERMO-DYNE INC                | 11/20/2008 | 16,024.11    |
| 345548    | TIES                           | 11/20/2008 | 155.00       |
| 345549    | TOUSSAINT JANEL PHYLLIS        | 11/20/2008 | 50.31        |
| 345550    | TOWNLEY, MATTHEW               | 11/20/2008 | 450.00       |
| 345551    | TRUCK UTILITIES MFG CO         | 11/20/2008 | 445.00       |
| 345552    | VER-TECH INC                   | 11/20/2008 | 184.73       |
| 345553    | VETTE, MARISA AA               | 11/20/2008 | 64.05        |
| 345554    | VIKING INDUSTRIAL CENTER       | 11/20/2008 | 367.31       |
| 345555    | VOYAGER EXPANDED LEARNING      | 11/20/2008 | 30.00        |
| 345556    | WALTERS REBUILDERS             | 11/20/2008 | 269.95       |
| 345557    | WHITE BEAR BOWL                | 11/20/2008 | 1,095.75     |
| 345558    | WHITE BEAR DODGE               | 11/20/2008 | 368.92       |
| 345559    | WHITE BEAR GLASS INC           | 11/20/2008 | 732.75       |
| 345560    | WEBER ELECTRIC INC             | 11/20/2008 | 248.80       |
| 345561    | WELLS FARGO BROKERAGE SERVICES | 11/20/2008 | 47,542.29    |
| 345562    | WEST                           | 11/20/2008 | 168.00       |
| 345563    | WET PAINT                      | 11/20/2008 | 129.18       |
| 345564    | WETTERLING, CHRISTINA          | 11/20/2008 | 16.00        |
| 345565    | WHELAN KATE                    | 11/20/2008 | 165.64       |
| 345566    | WHITCOMB, JACLYN ANN           | 11/20/2008 | 69.72        |
| 345567    | WHITE EARTH RESERVATION COUNCI | 11/20/2008 | 360.00       |
| 345568    | WOGENSEN, RICHARD              | 11/20/2008 | 15.00        |

|     |          |                         |            |
|-----|----------|-------------------------|------------|
| 226 | Computer | Check(s) For a Total of | 650,217.36 |
|-----|----------|-------------------------|------------|

| Check Nbr | Vendor Name                 | Check Date              | Check Amount |
|-----------|-----------------------------|-------------------------|--------------|
| 344903    | MN SCHOOL AGE CARE ALLIANCE | 11/20/2008              | 100.00       |
| 345045    | FLEISCHHACKER JACK          | 11/20/2008              | 27.16        |
| 345134    | LORENZ CORPORATION          | 11/20/2008              | 634.65       |
| 345225    | QSP INC                     | 11/20/2008              | 14,611.94    |
| 345227    | QUINN CHRIS                 | 11/20/2008              | 49.87        |
| 5         | Void                        | Check(s) For a Total of | 15,423.62    |

|           |     |                                   |                       |            |
|-----------|-----|-----------------------------------|-----------------------|------------|
|           | 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       |
|           | 226 | Computer                          | Checks For a Total of | 650,217.36 |
| Total For | 226 | Manual, Wire Tran, ACH & Computer | Checks                | 650,217.36 |
| Less      | 5   | Voided                            | Checks For a Total of | 15,423.62  |
|           |     |                                   | Net Amount            | 634,793.74 |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 344934    | AARP DRIVER SAFETY PROGRAM     | 11/13/2008 | 470.00       |
| 344935    | ABBOTT PAINT & CARPET CO       | 11/13/2008 | 40.19        |
| 344936    | ABDALLAH, SUHA                 | 11/13/2008 | 178.08       |
| 344937    | ABILITATIONS                   | 11/13/2008 | 1,712.83     |
| 344938    | ABRAHAMSON, KRISTINE A         | 11/13/2008 | 69.98        |
| 344939    | ABRAKADOODLE                   | 11/13/2008 | 3,214.80     |
| 344940    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 344941    | ACTIVE.COM                     | 11/13/2008 | 585.00       |
| 344942    | ADAM EQUIPMENT                 | 11/13/2008 | 165.00       |
| 344943    | ADVANCED WIRELESS COMMUNICATIO | 11/13/2008 | 69.18        |
| 344944    | ALEXANDER HAMILTON INSTITUTE   | 11/13/2008 | 81.84        |
| 344945    | ALLINGTON, RICHARD             | 11/13/2008 | 996.00       |
| 344946    | ALLINGTON, RICHARD             | 11/13/2008 | 1,245.00     |
| 344947    | ALLINGTON, RICHARD             | 11/13/2008 | 498.00       |
| 344948    | AMERICAN BOOK COMPANY          | 11/13/2008 | 1,506.04     |
| 344949    | AMERICAN MESSAGING             | 11/13/2008 | 214.15       |
| 344950    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 344951    | AMERIPRIDE                     | 11/13/2008 | 970.96       |
| 344952    | ANDERSON'S                     | 11/13/2008 | 66.75        |
| 344953    | ANDERSON, TRACY                | 11/13/2008 | 3.95         |
| 344954    | ANFANG SALLY G                 | 11/13/2008 | 55.11        |
| 344955    | ANOKA COUNTY TREASURY DEPARTME | 11/13/2008 | 705.00       |
| 344956    | ANORVE, ANTONIO                | 11/13/2008 | 14.89        |
| 344957    | APEX LEARNING                  | 11/13/2008 | 11,055.25    |
| 344958    | APPLIED ENVIRONMENTAL SCI INC  | 11/13/2008 | 2,769.28     |
| 344959    | AQUA ENGINEERING INC           | 11/13/2008 | 890.00       |
| 344960    | ARCHAMBEAU NICOLE              | 11/13/2008 | 144.80       |
| 344961    | AREA LEARNING CENTER (ALC)     | 11/13/2008 | 20.00        |
| 344962    | ASTLEFORD EQUIPMENT CO         | 11/13/2008 | 14.07        |
| 344963    | ASTLEFORD INTERNATIONAL TRUCKS | 11/13/2008 | 1,953.40     |
| 344964    | BAKKEN JUDY L                  | 11/13/2008 | 33.94        |
| 344965    | BANGERT LISA                   | 11/13/2008 | 72.00        |
| 344966    | BARNES & NOBLE                 | 11/13/2008 | 1,616.11     |
| 344967    | BARTHOLD                       | 11/13/2008 | 643.50       |
| 344968    | BATES, JASON                   | 11/13/2008 | 7.00         |
| 344969    | BEAR PATCH QUILTING CO         | 11/13/2008 | 536.25       |
| 344970    | BEGE JEFF                      | 11/13/2008 | 79.85        |
| 344971    | BERWALD ROOFING CO INC         | 11/13/2008 | 15,209.10    |
| 344972    | BIX PRODUCE COMPANY INC        | 11/13/2008 | 9,803.04     |
| 344973    | BJORNSON, CAROLE A             | 11/13/2008 | 196.00       |
| 344974    | BLICK ART MATERIALS            | 11/13/2008 | 1,072.75     |
| 344975    | BLOOMER, WILLIE                | 11/13/2008 | 5.00         |
| 344976    | BOND, JENNIFER A               | 11/13/2008 | 242.22       |
| 344977    | NADIA LILY SANCHEZ BONITA      | 11/13/2008 | 400.00       |
| 344978    | BOYD, DAWN J                   | 11/13/2008 | 10.00        |
| 344979    | BROWN-WARWICK, ABIGAIL V       | 11/13/2008 | 54.00        |
| 344980    | BUG COMPANY (THE)              | 11/13/2008 | 16.00        |
| 344981    | BUILDING RESTORATION CORPORATI | 11/13/2008 | 6,200.00     |
| 344982    | BUREAU OF EDUCATION & RESEARCH | 11/13/2008 | 567.00       |
| 344983    | BUREAU OF EDUCATION & RESEARCH | 11/13/2008 | 199.00       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 344984    | C&H DISTRIBUTORS               | 11/13/2008 | 1,219.15     |
| 344985    | CAMP ST CROIX                  | 11/13/2008 | 3,800.00     |
| 344986    | CAMP ST CROIX                  | 11/13/2008 | 420.00       |
| 344987    | CANNIFF AMY E                  | 11/13/2008 | 130.74       |
| 344988    | CARNEGIE LEARNING              | 11/13/2008 | 3,074.25     |
| 344989    | CATCO PARTS SERVICE            | 11/13/2008 | 1,263.74     |
| 344990    | CENTER FOR EDUCATION & EMPLOYM | 11/13/2008 | 164.00       |
| 344991    | CHILDREN'S THEATRE COMPANY     | 11/13/2008 | 963.00       |
| 344992    | CHLEBECEK, ROGER J             | 11/13/2008 | 131.16       |
| 344993    | CINTAS FIRST AID & SAFETY      | 11/13/2008 | 323.54       |
| 344994    | CLAGGETT SHARILYN              | 11/13/2008 | 5.00         |
| 344995    | CLYNE KRIS                     | 11/13/2008 | 150.00       |
| 344996    | COLEMAN MARGARET               | 11/13/2008 | 56.16        |
| 344997    | COMCAST                        | 11/13/2008 | 5.26         |
| 344998    | CONSTRUCTION MANAGEMENT BUILDI | 11/13/2008 | 16,385.00    |
| 344999    | COOL AIR MECHANICAL            | 11/13/2008 | 871.42       |
| 345000    | COPY IMAGES INC                | 11/13/2008 | 3,368.62     |
| 345001    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345002    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345003    | COPY IMAGES INC                | 11/13/2008 | 5,045.76     |
| 345004    | CUB FOODS OF WOODBURY          | 11/13/2008 | 350.35       |
| 345005    | CULLIGAN BOTTLED WATER         | 11/13/2008 | 107.85       |
| 345006    | CUMMINS NPOWER LLC             | 11/13/2008 | 335.57       |
| 345007    | CUSTOM REFRIGERATION           | 11/13/2008 | 765.25       |
| 345008    | DAHL CHRISTINE                 | 11/13/2008 | 165.00       |
| 345009    | DALCO ROOFING & SHEET METAL    | 11/13/2008 | 526.90       |
| 345010    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345011    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345012    | DALCO CORPORATION              | 11/13/2008 | 8,681.15     |
| 345013    | DANIELSON, MATTHEW C           | 11/13/2008 | 1,499.09     |
| 345014    | DARTS VMS INC                  | 11/13/2008 | 81.16        |
| 345015    | DECKER EQUIPMENT               | 11/13/2008 | 587.39       |
| 345016    | DEMCO INC                      | 11/13/2008 | 505.59       |
| 345017    | DESTACHE DAN                   | 11/13/2008 | 497.35       |
| 345018    | DEY DISTRIBUTING               | 11/13/2008 | 155.68       |
| 345019    | DEYO, MICHELLE                 | 11/13/2008 | 72.00        |
| 345020    | DOOR SERVICE COMPANY           | 11/13/2008 | 30,710.00    |
| 345021    | DOWNHILL PUBLISHING LLC        | 11/13/2008 | 399.95       |
| 345022    | D S D INC                      | 11/13/2008 | 7,968.67     |
| 345023    | DURAND, PAM                    | 11/13/2008 | 210.00       |
| 345024    | EAI EDUCATION                  | 11/13/2008 | 67.40        |
| 345025    | ECKROTH MUSIC                  | 11/13/2008 | 112.50       |
| 345026    | ECM PUBLISHERS INC             | 11/13/2008 | 799.00       |
| 345027    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345028    | ECOLAB                         | 11/13/2008 | 2,631.56     |
| 345029    | EDWARD DON & COMPANY           | 11/13/2008 | 2,067.83     |
| 345030    | EH RENNER & SONS               | 11/13/2008 | 1,622.59     |
| 345031    | ENCHANTED LEARNING LLC         | 11/13/2008 | 75.00        |
| 345032    | ENTERTAINMENT PUBLICATIONS     | 11/13/2008 | 3,120.00     |
| 345033    | ERICKSON CAMILLE               | 11/13/2008 | 26.68        |

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| 345034    | ESSON ANN                    | 11/13/2008 | 253.00       |
| 345035    | ESTR PUBLICATIONS            | 11/13/2008 | 214.00       |
| 345036    | EVERGREEN PRESS              | 11/13/2008 | 139.00       |
| 345037    | FASTENAL COMPANY             | 11/13/2008 | 194.62       |
| 345038    | FERRAND, JENNIFER A          | 11/13/2008 | 175.00       |
| 345039    | FERRELLGAS                   | 11/13/2008 | 88.02        |
| 345040    | FERRON ELAINE                | 11/13/2008 | 29.05        |
| 345041    | FESTIVAL FOODS-KNOWLAN'S     | 11/13/2008 | 149.30       |
| 345042    | FINK AVIS                    | 11/13/2008 | 275.42       |
| 345043    | FITZSIMMONS WENDY SUE        | 11/13/2008 | 30.00        |
| 345044    | FLAGHOUSE INC                | 11/13/2008 | 1,353.00     |
| 345045    | FLEISCHHACKER JACK           | 11/13/2008 | 27.16        |
| 345046    | FNS METRIX                   | 11/13/2008 | 259.20       |
| 345047    | FOLLETT LIBRARY RESOURCES    | 11/13/2008 | 1,975.85     |
| 345048    | FRA-DOR BLACK DIRT & RECYCLE | 11/13/2008 | 632.50       |
| 345049    | FREMONT INDUSTRIES INC       | 11/13/2008 | 3,704.50     |
| 345050    | FRUCHI                       | 11/13/2008 | 120.00       |
| 345051    | G&K SERVICES                 | 11/13/2008 | 3,087.27     |
| 345052    | GAGNER JENNIFER              | 11/13/2008 | 3.50         |
| 345053    | GENERAL ASP                  | 11/13/2008 | 125.00       |
| 345054    | GETZ-HOFFMAN MARI            | 11/13/2008 | 80.00        |
| 345055    | Vendor Continued Check       | 11/13/2008 | 0.00         |
| 345056    | GRAINGER                     | 11/13/2008 | 680.01       |
| 345057    | GRANDMA'S BAKERY INC         | 11/13/2008 | 36.50        |
| 345058    | GRATZ MICHELLE C             | 11/13/2008 | 108.00       |
| 345059    | GRAVLEY STEPHEN              | 11/13/2008 | 87.46        |
| 345060    | GREAT AMERICAN OPPORTUNITIES | 11/13/2008 | 4,975.00     |
| 345061    | GREATAMERICA LEASING CORP    | 11/13/2008 | 602.42       |
| 345062    | GREEN, BARBARA J             | 11/13/2008 | 300.78       |
| 345063    | GRITZMACHER SHAWN            | 11/13/2008 | 162.26       |
| 345064    | GROCHOWSKI RICHARD A         | 11/13/2008 | 20.00        |
| 345065    | GROTH MUSIC CO               | 11/13/2008 | 46.40        |
| 345066    | GRUN SUSAN L                 | 11/13/2008 | 106.50       |
| 345067    | HALDEMAN HOMME INC           | 11/13/2008 | 8,895.85     |
| 345068    | HALLAND, SHAUN T             | 11/13/2008 | 965.28       |
| 345069    | HAMILTON CONNIE              | 11/13/2008 | 38.90        |
| 345070    | HANKINS RYAN                 | 11/13/2008 | 180.00       |
| 345071    | HARDWARE DISTRIBUTORS LTD    | 11/13/2008 | 56.85        |
| 345072    | HEALY JASON                  | 11/13/2008 | 1,576.70     |
| 345073    | HEAP, WILLIAM H              | 11/13/2008 | 320.00       |
| 345074    | HER, BEE                     | 11/13/2008 | 15.00        |
| 345075    | HILDERBRAND, ALLYN           | 11/13/2008 | 5.00         |
| 345076    | HINES, PAUL T                | 11/13/2008 | 166.25       |
| 345077    | HISDAHL INC                  | 11/13/2008 | 63.25        |
| 345078    | HMOOB TEEN                   | 11/13/2008 | 10.00        |
| 345079    | HOGLUND BUS COMPANY          | 11/13/2008 | 250.94       |
| 345080    | HOGLUND BUS & TRUCK CO       | 11/13/2008 | 6,390.00     |
| 345081    | HOLTUM LAMA PAMELA           | 11/13/2008 | 276.50       |
| 345082    | HOME DEPOT CREDIT SERVICES   | 11/13/2008 | 967.42       |
| 345083    | HUGHES, DAVID                | 11/13/2008 | 150.00       |

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| 345084    | HUGO ANIMAL FARM               | 11/13/2008 | 702.00       |
| 345085    | HUMANE SOCIETY                 | 11/13/2008 | 50.00        |
| 345086    | HUMANE SOCIETY                 | 11/13/2008 | 50.00        |
| 345087    | HUMANE SOCIETY                 | 11/13/2008 | 50.00        |
| 345088    | HUMANE SOCIETY                 | 11/13/2008 | 50.00        |
| 345089    | HUMANE SOCIETY                 | 11/13/2008 | 50.00        |
| 345090    | HUMANE SOCIETY                 | 11/13/2008 | 50.00        |
| 345091    | HYLEN JENNIFER                 | 11/13/2008 | 25.00        |
| 345092    | I-STATE TRUCK CENTER           | 11/13/2008 | 118.71       |
| 345093    | INNOVATIVE OFFICE SOLUTIONS    | 11/13/2008 | 3,875.55     |
| 345094    | INSIGHT MEDIA                  | 11/13/2008 | 408.45       |
| 345095    | INTERMEDIATE DISTRICT 287      | 11/13/2008 | 762.74       |
| 345096    | ISD #508 ST PETER PUBLIC SCHOO | 11/13/2008 | 1,721.64     |
| 345097    | ISD #622 NO ST PAUL/MAPLEWOOD  | 11/13/2008 | 13,859.00    |
| 345098    | ISD #8492 NEW DOMINION SCHOOL  | 11/13/2008 | 2,214.52     |
| 345099    | JACKSON ROBERT                 | 11/13/2008 | 50.44        |
| 345100    | JOHN HENRY FOSTER MINNESOTA    | 11/13/2008 | 95.35        |
| 345101    | JOHNSON, ANNE                  | 11/13/2008 | 75.00        |
| 345102    | JOHNSON JUDITH E               | 11/13/2008 | 555.64       |
| 345103    | JOHNSON CONTROLS INC           | 11/13/2008 | 872.50       |
| 345104    | JOHNSON, SADIE R               | 11/13/2008 | 105.29       |
| 345105    | JOHNSON, VIRGINIA C            | 11/13/2008 | 459.00       |
| 345106    | JORGENSEN AMY                  | 11/13/2008 | 1,548.48     |
| 345107    | JW PEPPER & SON INC            | 11/13/2008 | 7.99         |
| 345108    | KARLSBURGER FOODS INC          | 11/13/2008 | 92.00        |
| 345109    | KATH COMPANIES                 | 11/13/2008 | 19,596.92    |
| 345110    | KAY CAROLYN                    | 11/13/2008 | 23.44        |
| 345111    | KEARN BARBARA                  | 11/13/2008 | 533.74       |
| 345112    | KHALIF, ISMID                  | 11/13/2008 | 150.00       |
| 345113    | KIMBALL MIDWEST                | 11/13/2008 | 1,430.00     |
| 345114    | KOECKERITZ JEANNE              | 11/13/2008 | 23.25        |
| 345115    | KOLEGAS, KATHRYN J             | 11/13/2008 | 143.63       |
| 345116    | KORNEY BOARD AIDS INC          | 11/13/2008 | 889.90       |
| 345117    | KREBS KAREN                    | 11/13/2008 | 320.32       |
| 345118    | KUBITZ EDUCATIONAL SERVICES    | 11/13/2008 | 378.00       |
| 345119    | LAKE COUNTRY BOOKSELLERS       | 11/13/2008 | 1,417.64     |
| 345120    | LAKESHORE LEARNING MATERIALS   | 11/13/2008 | 286.51       |
| 345121    | LAND O'LAKES INC               | 11/13/2008 | 5,760.00     |
| 345122    | LANGER'S TREE SERVICE          | 11/13/2008 | 202.83       |
| 345123    | LARSON ENGINEERING INC         | 11/13/2008 | 1,522.95     |
| 345124    | LA VANIER LORI                 | 11/13/2008 | 5.00         |
| 345125    | LAWSON PRODUCTS INC            | 11/13/2008 | 123.99       |
| 345126    | LETTERTECH INC                 | 11/13/2008 | 824.90       |
| 345127    | LIGHTING PLASTICS OF MN INC    | 11/13/2008 | 67.15        |
| 345128    | LINCOLN ELEMENTARY PTA         | 11/13/2008 | 139.85       |
| 345129    | LINCOLN ELEMENTARY SCHOOL      | 11/13/2008 | 70.00        |
| 345130    | LINGUISYSTEMS INC              | 11/13/2008 | 179.95       |
| 345131    | LINO LAKES LANDSCAPING INC     | 11/13/2008 | 1,600.00     |
| 345132    | LOCKWOOD, KEITH H              | 11/13/2008 | 33.98        |
| 345133    | LOFFLER COMPANIES INC          | 11/13/2008 | 361.82       |

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| 345134    | LORENZ CORPORATION             | 11/13/2008 | 634.65       |
| 345135    | MACKIN LIBRARY MEDIA           | 11/13/2008 | 165.06       |
| 345136    | MACPHAIL CENTER FOR MUSIC      | 11/13/2008 | 2,545.00     |
| 345137    | MALLOY/MONTAGUE/KARNOWSKI & CO | 11/13/2008 | 4,500.00     |
| 345138    | MAPLEWOOD COMMUNITY CENTER     | 11/13/2008 | 84.00        |
| 345139    | MARCROFT PATRICIA L            | 11/13/2008 | 105.30       |
| 345140    | MAVO SYSTEMS                   | 11/13/2008 | 335.94       |
| 345141    | MCEA                           | 11/13/2008 | 1,270.00     |
| 345142    | MCGINLEY MYERS, NANCY J        | 11/13/2008 | 84.24        |
| 345143    | MCGRAW TIM                     | 11/13/2008 | 212.39       |
| 345144    | MCGRAW-HILL COMPANIES          | 11/13/2008 | 99.04        |
| 345145    | MCKEE FOODS CORPORATION        | 11/13/2008 | 424.80       |
| 345146    | MCMAHON MARGARET               | 11/13/2008 | 500.78       |
| 345147    | MERCURY OFFICE SUPPLY          | 11/13/2008 | 35.56        |
| 345148    | MERZER SHEILA M.A.             | 11/13/2008 | 400.00       |
| 345149    | METRO ECSU                     | 11/13/2008 | 385.00       |
| 345150    | MICHEL, ROCHELLE N             | 11/13/2008 | 36.73        |
| 345151    | MIDWEST BUS PARTS INC          | 11/13/2008 | 185.30       |
| 345152    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345153    | MINVALCO INC                   | 11/13/2008 | 1,636.70     |
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| 345156    | MN DEPT OF LABOR & INDUSTRY    | 11/13/2008 | 630.00       |
| 345157    | MN ELEMENTARY SCH PRIN ASSOC   | 11/13/2008 | 997.00       |
| 345158    | MN ELEVATOR INC                | 11/13/2008 | 123.56       |
| 345159    | MN NCPERS LIFE INSURANCE       | 11/13/2008 | 608.00       |
| 345160    | MOGREN BROS                    | 11/13/2008 | 22.50        |
| 345161    | MONTGOMERY JACOB               | 11/13/2008 | 119.94       |
| 345162    | MOORE, KATHERINE D             | 11/13/2008 | 121.26       |
| 345163    | MOORHEAD MACHINERY & BOILER CO | 11/13/2008 | 3,141.73     |
| 345164    | MORTENSON, LAURA               | 11/13/2008 | 3.95         |
| 345165    | MULLALY BECKY                  | 11/13/2008 | 1,058.84     |
| 345166    | MULTI-SOURCE CONSULTANT LLC    | 11/13/2008 | 80.00        |
| 345167    | MUNSON, KARI LYNN              | 11/13/2008 | 51.53        |
| 345168    | MURPHY LYNNE                   | 11/13/2008 | 90.00        |
| 345169    | MUSIC CONNECTION INC           | 11/13/2008 | 2,438.00     |
| 345170    | MUSIC TREASURES CO             | 11/13/2008 | 44.85        |
| 345171    | MUSIC IN MOTION                | 11/13/2008 | 70.65        |
| 345172    | MUSIL JOAN K                   | 11/13/2008 | 77.47        |
| 345173    | MVP & ASSOC                    | 11/13/2008 | 965.00       |
| 345174    | NARDINI FIRE EQUIPMENT CO INC  | 11/13/2008 | 115.00       |
| 345175    | NASCO                          | 11/13/2008 | 152.55       |
| 345176    | NATL ALLIANCE FOR YOUTH SPORTS | 11/13/2008 | 120.00       |
| 345177    | NATL COUNCIL OF TEACHERS OF MA | 11/13/2008 | 93.96        |
| 345178    | NATL FLAVORS INC               | 11/13/2008 | 104.00       |
| 345179    | NATL GEOGRAPHIC BEE            | 11/13/2008 | 70.00        |
| 345180    | NATL ORGANIZATION SERVICE INC  | 11/13/2008 | 602.11       |
| 345181    | NATL STAFF DEVELOPMENT COUNCIL | 11/13/2008 | 705.57       |
| 345182    | NEAMY, TRESA                   | 11/13/2008 | 7.00         |
| 345183    | NIMCO INC                      | 11/13/2008 | 250.75       |

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| 345184    | NORTH CENTRAL TRUCK EQUIPMENT  | 11/13/2008 | 394.44       |
| 345185    | NORTH RAMSEY CTY CHAPTER OF TH | 11/13/2008 | 800.00       |
| 345186    | NORTHEAST YMCA                 | 11/13/2008 | 11,089.70    |
| 345187    | NORTHLAND MECHANICAL CONTRACTO | 11/13/2008 | 2,911.10     |
| 345188    | NORTHWEST EVALUATION ASSOC     | 11/13/2008 | 6,800.00     |
| 345189    | NOVAK, JANICE S                | 11/13/2008 | 1,300.00     |
| 345190    | NANCY A NUTTING                | 11/13/2008 | 900.00       |
| 345191    | O'GRADY CATHY                  | 11/13/2008 | 386.92       |
| 345192    | OFFICE DEPOT                   | 11/13/2008 | 296.52       |
| 345193    | OLD DUTCH FOODS INC            | 11/13/2008 | 1,615.62     |
| 345194    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345195    | ON SITE SANITATION INC         | 11/13/2008 | 817.00       |
| 345196    | ORANGE TREE EMPLOYMENT SCREENI | 11/13/2008 | 396.40       |
| 345197    | ORTHAUS, SARA L                | 11/13/2008 | 47.91        |
| 345198    | ORZOLEK PH.D., DOUGLAS C       | 11/13/2008 | 1,000.00     |
| 345199    | OXYGEN SERVICE CO INC          | 11/13/2008 | 17.67        |
| 345200    | PAI, ANANTH P                  | 11/13/2008 | 342.59       |
| 345201    | PAMS LUNCHROOM LLC             | 11/13/2008 | 3,425.15     |
| 345202    | PAN-O-GOLD                     | 11/13/2008 | 2,731.59     |
| 345203    | PAPA MURPHY'S                  | 11/13/2008 | 128.83       |
| 345204    | PAR INC                        | 11/13/2008 | 803.25       |
| 345205    | PARTS NOW ! LLC                | 11/13/2008 | 339.25       |
| 345206    | PCS REVENUE CONTROL SYSTEMS IN | 11/13/2008 | 982.16       |
| 345207    | PEARSON MECHANICAL SERVICES IN | 11/13/2008 | 27,177.29    |
| 345208    | PERCIVAL PATTI                 | 11/13/2008 | 217.75       |
| 345209    | PETERSON, BETSY J              | 11/13/2008 | 116.94       |
| 345210    | PETERSON WAYNE                 | 11/13/2008 | 59.67        |
| 345211    | PETTY CASH                     | 11/13/2008 | 138.43       |
| 345212    | PETTY CASH                     | 11/13/2008 | 281.30       |
| 345213    | PIERRE CHRISTINA               | 11/13/2008 | 342.23       |
| 345214    | PITNEY BOWES PURCHASE POWER    | 11/13/2008 | 103.96       |
| 345215    | PITNEY BOWES PURCHASE POWER    | 11/13/2008 | 52.15        |
| 345216    | PITNEY BOWES INC               | 11/13/2008 | 17.95        |
| 345217    | PITNEY BOWES INC               | 11/13/2008 | 299.46       |
| 345218    | POLAR CHEVROLET MAZDA          | 11/13/2008 | 158.66       |
| 345219    | PONTIOUS JODY                  | 11/13/2008 | 777.58       |
| 345220    | POSTMASTER                     | 11/13/2008 | 84.00        |
| 345221    | POWELL, KATHLEEN               | 11/13/2008 | 334.62       |
| 345222    | PRODUCE FOR BETTER HEALTH      | 11/13/2008 | 104.94       |
| 345223    | PROGRESSIVE BUSINESS PUBL      | 11/13/2008 | 195.50       |
| 345224    | QSP INC                        | 11/13/2008 | 15,679.20    |
| 345225    | QSP INC                        | 11/13/2008 | 14,611.94    |
| 345226    | QUEUE INC                      | 11/13/2008 | 354.67       |
| 345227    | QUINN CHRIS                    | 11/13/2008 | 49.87        |
| 345228    | RAMSEY COUNTY COMM HUMAN SVCS  | 11/13/2008 | 28,941.00    |
| 345229    | RAMSEY COUNTY PARKS/REC DEPT   | 11/13/2008 | 20,122.30    |
| 345230    | RED BALLOON                    | 11/13/2008 | 1,156.65     |
| 345231    | RED BALLOON                    | 11/13/2008 | 149.16       |
| 345232    | REDWOOD TOXICOLOGY LABORATORY  | 11/13/2008 | 163.95       |
| 345233    | REESE, SANDY                   | 11/13/2008 | 5.00         |

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| 345234    | REINHART FOOD SERVICE         | 11/13/2008 | 3,471.78     |
| 345235    | RENAISSANCE LEARNING INC      | 11/13/2008 | 2,338.00     |
| 345236    | RENTERIA, REYNOLD A           | 11/13/2008 | 166.50       |
| 345237    | RETROFIT COMPANIES INC        | 11/13/2008 | 623.35       |
| 345238    | RITTENHOUSE PAULA             | 11/13/2008 | 77.80        |
| 345239    | ROCKFORD, KRISTY              | 11/13/2008 | 390.00       |
| 345240    | ROERING BETH                  | 11/13/2008 | 3,508.00     |
| 345241    | ROSSITER DANIEL J             | 11/13/2008 | 254.93       |
| 345242    | RUBBER STAMPS UNLIMITED INC   | 11/13/2008 | 21.60        |
| 345243    | RYDEL, NICOLE M               | 11/13/2008 | 25.16        |
| 345244    | SAFEWAY DRIVING SCHOOL        | 11/13/2008 | 7,130.00     |
| 345245    | SALZMAN, SHARI                | 11/13/2008 | 90.00        |
| 345246    | SAM'S CLUB                    | 11/13/2008 | 44.76        |
| 345247    | SAM'S CLUB                    | 11/13/2008 | 638.19       |
| 345248    | SAM'S CLUB                    | 11/13/2008 | 97.08        |
| 345249    | SAM'S CLUB                    | 11/13/2008 | 417.76       |
| 345250    | SAM'S CLUB                    | 11/13/2008 | 429.73       |
| 345251    | SAM'S CLUB                    | 11/13/2008 | 89.74        |
| 345252    | SAMMONS PRESTON               | 11/13/2008 | 52.84        |
| 345253    | SARGE, KENNA                  | 11/13/2008 | 300.00       |
| 345254    | SCHINDLER ELEVATOR CORP       | 11/13/2008 | 638.45       |
| 345255    | SCHMIDT HEATHER               | 11/13/2008 | 100.22       |
| 345256    | SCHMIDT, SUSAN M              | 11/13/2008 | 90.00        |
| 345257    | SCHMITT MUSIC COMPANY         | 11/13/2008 | 547.00       |
| 345258    | SCHOLASTIC BOOK CLUBS         | 11/13/2008 | 128.00       |
| 345259    | SCHOLASTIC INC                | 11/13/2008 | 30.50        |
| 345260    | SCHOOL SPECIALTY SUPPLY       | 11/13/2008 | 8,809.64     |
| 345261    | SCHOOLHOUSE EDUCATIONAL SERV  | 11/13/2008 | 149.00       |
| 345262    | SCHROEDER MILK CO INC         | 11/13/2008 | 25,362.16    |
| 345263    | SCHUMACHER WHOLESALE MEATS    | 11/13/2008 | 26,385.75    |
| 345264    | SCHWAB-VOLLHABER-LUBRATT      | 11/13/2008 | 961.43       |
| 345265    | SCOTT ELECTRIC                | 11/13/2008 | 57.30        |
| 345266    | SECOND HARVEST FARM CENTRAL   | 11/13/2008 | 589.50       |
| 345267    | SECURITAS SEC SVCS USA INC    | 11/13/2008 | 2,158.56     |
| 345268    | SEEVER GRAY                   | 11/13/2008 | 360.00       |
| 345269    | Vendor Continued Check        | 11/13/2008 | 0.00         |
| 345270    | SENTRY SYSTEMS INC            | 11/13/2008 | 1,548.00     |
| 345271    | SHAWBOLD DEAN                 | 11/13/2008 | 394.49       |
| 345272    | SHRED-IT                      | 11/13/2008 | 1,151.00     |
| 345273    | SIEMENS BUILDING TECHNOLOGIES | 11/13/2008 | 70.04        |
| 345274    | SIMPLEXGRINNELL LP            | 11/13/2008 | 317.50       |
| 345275    | SIMSHAUSER, KIMBERLY P        | 11/13/2008 | 211.19       |
| 345276    | SISTER ROSALIND GEFRE MASSAGE | 11/13/2008 | 360.00       |
| 345277    | SKITS OUTREACH SERVICES INC   | 11/13/2008 | 784.54       |
| 345278    | SMITH, CHERYL A               | 11/13/2008 | 44.46        |
| 345279    | SOCIAL STUDIES SCHOOL SERVICE | 11/13/2008 | 215.80       |
| 345280    | SOLHEIM, KARI L               | 11/13/2008 | 25.00        |
| 345281    | SOLTYS, WILLIAM T             | 11/13/2008 | 94.19        |
| 345282    | SORENSEN CHRISTOPHER          | 11/13/2008 | 321.70       |
| 345283    | SOUTH CAMPUS STUDENT ACTIVITY | 11/13/2008 | 185.69       |

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| 345284    | SPARK                          | 11/13/2008 | 517.46       |
| 345285    | SPECIALTY PROMOTIONS           | 11/13/2008 | 560.00       |
| 345286    | STAFF DEVELOPMENT RESOURCES    | 11/13/2008 | 398.00       |
| 345287    | STAR TRIBUNE                   | 11/13/2008 | 223.08       |
| 345288    | STATE SUPPLY CO                | 11/13/2008 | 59.17        |
| 345289    | STEADLAND KEITH                | 11/13/2008 | 1,480.44     |
| 345290    | STEICHENS SPORTING GOODS       | 11/13/2008 | 60.00        |
| 345291    | STEPPINGSTONE THEATRE          | 11/13/2008 | 569.00       |
| 345292    | STEVE WEISS MUSIC              | 11/13/2008 | 52.95        |
| 345293    | STINGLEY, RONDA                | 11/13/2008 | 448.33       |
| 345294    | STOUT, RICHARD                 | 11/13/2008 | 10.00        |
| 345295    | STREAMLINE DESIGN INC          | 11/13/2008 | 3,248.00     |
| 345296    | SUNBURST VISUAL MEDIA          | 11/13/2008 | 172.94       |
| 345297    | SUPERIOR TRANSIT SALES LLC     | 11/13/2008 | 528.14       |
| 345298    | SWANSON CHRISTINE              | 11/13/2008 | 726.63       |
| 345299    | SYSTEMS MANAGEMENT & BALANCING | 11/13/2008 | 1,699.00     |
| 345300    | TAUTGES, LYNSEY K              | 11/13/2008 | 248.04       |
| 345301    | TAVERNIER, SHERRI              | 11/13/2008 | 15.00        |
| 345302    | TEACHING STRATEGIES INC        | 11/13/2008 | 34.95        |
| 345303    | TENNANT, MELISA                | 11/13/2008 | 28.68        |
| 345304    | THUNDER COMMUNICATIONS DESIGN  | 11/13/2008 | 618.75       |
| 345305    | TIERNEY BROTHERS INC           | 11/13/2008 | 816.00       |
| 345306    | TOSHIBA FINANCIAL SERVICES     | 11/13/2008 | 111.00       |
| 345307    | TOUSSAINT JANEL PHYLLIS        | 11/13/2008 | 50.02        |
| 345308    | TOVAR, MARIA                   | 11/13/2008 | 1,332.50     |
| 345309    | T.R.F. SUPPLY CO               | 11/13/2008 | 198.00       |
| 345310    | TRUCK UTILITIES MFG CO         | 11/13/2008 | 425.00       |
| 345311    | TURNER, RASHAD A               | 11/13/2008 | 249.80       |
| 345312    | TWIN CITY JANITOR SUPPLY CO    | 11/13/2008 | 7,557.85     |
| 345313    | U.S. ENERGY SERVICES INC       | 11/13/2008 | 759.00       |
| 345314    | UNIVERSITY OF MINNESOTA DULUTH | 11/13/2008 | 250.00       |
| 345315    | UPPER LAKES FOODS INC          | 11/13/2008 | 134,279.11   |
| 345316    | VACATION SPORTS                | 11/13/2008 | 355.00       |
| 345317    | VERLEY, GEORGE W               | 11/13/2008 | 128.70       |
| 345318    | VETTE, MARISA AA               | 11/13/2008 | 98.99        |
| 345319    | VIKING INDUSTRIAL CENTER       | 11/13/2008 | 56.10        |
| 345320    | VINCENT, LYNN                  | 11/13/2008 | 15.00        |
| 345321    | VINCO INC                      | 11/13/2008 | 51,944.35    |
| 345322    | WAL-MART                       | 11/13/2008 | 80.00        |
| 345323    | WALD TIM                       | 11/13/2008 | 70.00        |
| 345324    | WASHINGTON CO PUBLIC HEALTH    | 11/13/2008 | 460.00       |
| 345325    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345326    | WASTE MANAGEMENT BLAINE        | 11/13/2008 | 12,453.83    |
| 345327    | WHITE BEAR DODGE               | 11/13/2008 | 425.15       |
| 345328    | WHITE BEAR FASTPITCH ASSOC     | 11/13/2008 | 1,777.08     |
| 345329    | WHITE BEAR GLASS INC           | 11/13/2008 | 215.46       |
| 345330    | WHITE BEAR LOCKSMITH INC       | 11/13/2008 | 162.62       |
| 345331    | WHITE BEAR SHOPPING CTR INC    | 11/13/2008 | 3,235.00     |
| 345332    | Vendor Continued Check         | 11/13/2008 | 0.00         |
| 345333    | WHITE BEAR LAKE (CITY OF)      | 11/13/2008 | 6,965.12     |

| Check Nbr | Vendor Name                  | Check Date              | Check Amount |
|-----------|------------------------------|-------------------------|--------------|
| 345334    | WEIDNER, ELIZABETH C         | 11/13/2008              | 7.00         |
| 345335    | WESTMARK                     | 11/13/2008              | 99.00        |
| 345336    | WILLIAMS, MARIE              | 11/13/2008              | 249.50       |
| 345337    | XEROX CORPORATION            | 11/13/2008              | 420.08       |
| 345338    | YARITZ, DEANNA               | 11/13/2008              | 250.00       |
| 345339    | YOGADEVOTION LLC             | 11/13/2008              | 3,000.00     |
| 345340    | YOUTH SERVICES INTERNATIONAL | 11/13/2008              | 1,886.00     |
| 345341    | ZANER-BLOSER                 | 11/13/2008              | 55.56        |
| 345342    | ZEP SALES & SERVICE          | 11/13/2008              | 251.42       |
| 409       | Computer                     | Check(s) For a Total of | 782,868.46   |

| Check Nbr | Vendor Name     | Check Date              | Check Amount |
|-----------|-----------------|-------------------------|--------------|
| 328734    | COFFMAN, ASHLEY | 11/13/2008              | 26.75        |
| 336138    | STOUT, RICHARD  | 11/13/2008              | 10.00        |
| 336283    | ACTIVE.COM      | 11/13/2008              | 585.00       |
| 343234    | ABDALLAH, SUHA  | 11/13/2008              | 178.08       |
| 344475    | DESTACHE DAN    | 11/13/2008              | 972.90       |
| 5         | Void            | Check(s) For a Total of | 1,772.73     |

|           |     |                                   |                       |            |
|-----------|-----|-----------------------------------|-----------------------|------------|
|           | 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       |
|           | 409 | Computer                          | Checks For a Total of | 782,868.46 |
| Total For | 409 | Manual, Wire Tran, ACH & Computer | Checks                | 782,868.46 |
| Less      | 5   | Voided                            | Checks For a Total of | 1,772.73   |
|           |     | Net Amount                        |                       | 781,095.73 |



| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 344904    | AIG                            | 11/07/2008 | 8,868.41     |
| 344905    | AMERICAN CENTURY INVESTMENT    | 11/07/2008 | 800.00       |
| 344906    | AMERICAN FUNDS                 | 11/07/2008 | 60,011.99    |
| 344907    | AMERICAN UNITED LIFE           | 11/07/2008 | 39,901.38    |
| 344908    | AMERIPRISE                     | 11/07/2008 | 9,559.21     |
| 344909    | AXA EQUITABLE                  | 11/07/2008 | 6,242.99     |
| 344910    | CITISTREET / COPELAND          | 11/07/2008 | 1,096.54     |
| 344911    | ECMC                           | 11/07/2008 | 182.05       |
| 344912    | EDUCATION MN ESI BILLING TRUST | 11/07/2008 | 21,642.78    |
| 344913    | FIDELITY INVESTMENTS           | 11/07/2008 | 4,551.66     |
| 344914    | FRANKLIN LIFE INSURANCE        | 11/07/2008 | 100.00       |
| 344915    | GRC - AWG                      | 11/07/2008 | 152.28       |
| 344916    | HORACE MANN COMPANIES          | 11/07/2008 | 325.00       |
| 344917    | ING LIFE INSURANCE & ANNUITY C | 11/07/2008 | 1,263.07     |
| 344918    | IUOE #70                       | 11/07/2008 | 1,919.63     |
| 344919    | JACKSON NATL LIFE              | 11/07/2008 | 250.00       |
| 344920    | MET LIFE OF CONNECTICUT        | 11/07/2008 | 225.00       |
| 344921    | METROPOLITAN LIFE              | 11/07/2008 | 3,003.54     |
| 344922    | MN CHILD SUPPORT               | 11/07/2008 | 2,089.75     |
| 344923    | NEW ENGLAND FINANCIAL          | 11/07/2008 | 40.00        |
| 344924    | ORCHARD TRUST COMPANY          | 11/07/2008 | 4,215.05     |
| 344925    | PUTNAM INVESTMENTS             | 11/07/2008 | 632.02       |
| 344926    | RAUSCH,STURM, ISRAEL & HORNIK  | 11/07/2008 | 377.42       |
| 344927    | SCHOOL SERVICE EMPLOYEES       | 11/07/2008 | 5,547.73     |
| 344928    | T ROWE PRICE FUNDS             | 11/07/2008 | 233.33       |
| 344929    | THRIVENT FINANCIAL FOR LUTHER  | 11/07/2008 | 1,610.15     |
| 344930    | UNITED STATES TREASURY         | 11/07/2008 | 78.79        |
| 344931    | US DEPT OF EDUCATION           | 11/07/2008 | 260.28       |
| 344932    | VANGUARD SECURITIES FUND       | 11/07/2008 | 12,100.14    |
| 344933    | WADDELL AND REED INC           | 11/07/2008 | 429.38       |

30    Computer    Check(s) For a Total of    187,709.57

|           |    |                                          |                       |            |
|-----------|----|------------------------------------------|-----------------------|------------|
|           | 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       |
|           | 30 | Computer                                 | Checks For a Total of | 187,709.57 |
| Total For | 30 | Manual, Wire Tran, ACH & Computer Checks |                       | 187,709.57 |
| Less      | 0  | Voided                                   | Checks For a Total of | 0.00       |
|           |    | Net Amount                               |                       | 187,709.57 |

| Check Nbr | Vendor Name                 | Check Date              | Check Amount |
|-----------|-----------------------------|-------------------------|--------------|
| 344898    | ANDERSON CONRAD             | 11/06/2008              | 150.00       |
| 344899    | GE MONEY BANK               | 11/06/2008              | 725.97       |
| 344900    | GE MONEY BANK               | 11/06/2008              | 53.33        |
| 344901    | HERING TODD                 | 11/06/2008              | 150.00       |
| 344902    | MN ORCHESTRA                | 11/06/2008              | 2,888.00     |
| 344903    | MN SCHOOL AGE CARE ALLIANCE | 11/06/2008              | 100.00       |
| 6         | Computer                    | Check(s) For a Total of | 4,067.30     |

|           |   |                                   |                       |          |
|-----------|---|-----------------------------------|-----------------------|----------|
|           | 0 | Manual                            | Checks For a Total of | 0.00     |
|           | 0 | Wire Transfer                     | Checks For a Total of | 0.00     |
|           | 0 | ACH                               | Checks For a Total of | 0.00     |
|           | 6 | Computer                          | Checks For a Total of | 4,067.30 |
| Total For | 6 | Manual, Wire Tran, ACH & Computer | Checks                | 4,067.30 |
| Less      | 0 | Voided                            | Checks For a Total of | 0.00     |
|           |   | Net Amount                        |                       | 4,067.30 |

**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: **December 8, 2008**

SUGGESTED DISPOSITION: **Operational Item**

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

| <b>Donation</b>              | <b>Donor</b>                                                                               | <b>Recipient</b>                                      |
|------------------------------|--------------------------------------------------------------------------------------------|-------------------------------------------------------|
| \$50 for Technology          | Kemps                                                                                      | Lakeaires Elementary                                  |
| \$6.50                       | Terre Cycle Inc.                                                                           | Lakeaires Elementary                                  |
| \$15.85                      | School Pax                                                                                 | Lakeaires Elementary                                  |
| School Supplies              | White Bear Lake Senior Center                                                              | Lakeaires Elementary<br>Vadnais Heights<br>Elementary |
| School Supplies              | American Legion Auxiliary                                                                  | Lakeaires Elementary<br>Vadnais Heights<br>Elementary |
| \$57 for Technology          | Laura Martinez                                                                             | Lakeaires Elementary                                  |
| \$280.70 for Technology      | Four Crown/Wendy's Restaurant                                                              | Lakeaires Elementary                                  |
| \$200 for Technology         | Kowalski's                                                                                 | Lakeaires Elementary                                  |
| \$100 for Technology         | Residential Mortgage                                                                       | Lakeaires Elementary                                  |
| Mittens Knitted for Students | Mrs. Hazel Peck                                                                            | Lakeaires Elementary                                  |
| \$912.15 for Technology      | Target Corporation                                                                         | Lakeaires Elementary                                  |
| \$260.76                     | Wells Fargo Community Support Campaign<br>Courtesy of Michael Kearn and<br>Darion McDowell | Willow Lane Elementary                                |
| \$260.76                     | Wells Fargo Community Support Campaign<br>Matching Contribution                            | Willow Lane Elementary                                |
| \$6,632.00                   | See attached                                                                               | Community Services<br>Senior Program                  |
| \$100                        | Signature Home Services, LLC                                                               | White Bear Lake Area<br>Public Schools                |

**RECOMMENDATION:** Accept donations.

# SENIOR PROGRAM DONATIONS SINCE JULY 29, 2008

| <u>Title</u> | <u>First Name</u>    | <u>Last Name</u> | <u>Amount</u> | <u>Program Designation</u>         |
|--------------|----------------------|------------------|---------------|------------------------------------|
| Mr.          | Lawrence             | Aggerbeck        | \$ 10.00      | All Senior Programs                |
| Mr. and Mrs. | Robert and Linda     | Albert           | \$ 100.00     | All Senior Programs                |
| Mr. and Mrs. | Ray and Maurine      | Alexander        | \$ 25.00      | All Senior Programs                |
| Mr.          | Albert               | Andersen         | \$ 50.00      | All Senior Programs                |
| Mr. and Mrs. | Elwood and Judith    | Anderson         | \$ 25.00      | All Senior Programs                |
| Mr. and Mrs. | William and Kathleen | Anderson         | \$ 20.00      | Meals on Wheels                    |
| Mr. and Mrs. | Milton and Kathleen  | Anderson         | \$ 25.00      | Meals on Wheels and Transportation |
| Mr.          | Kenneth              | Anderson         | \$ 10.00      | Meals on Wheels                    |
| Ms.          | Janice Rae           | Arcand           | \$ 25.00      | All Senior Programs                |
| Mr.          | Jerris               | Baier            | \$ 10.00      | All Senior Programs                |
| Mr.          | Edward               | Basch            | \$ 50.00      | All Senior Programs                |
| Ms.          | Vanetta              | Benz             | \$ 10.00      | All Senior Programs                |
| Mr.          | Walter               | Berbee           | \$ 8.00       | Meals on Wheels                    |
| Mr. and Mrs. | Jon and Mary         | Berge            | \$ 40.00      | All Senior Programs                |
| Ms.          | Priscilla            | Boehm            | \$ 25.00      | All Senior Programs                |
| Ms.          | Eldora               | Boldt            | \$ 10.00      | Senior Center                      |
| Ms.          | Ann                  | Boog             | \$ 25.00      | Senior Center                      |
| Mr. and Mrs. | Darrell and Helen    | Brink            | \$ 25.00      | All Senior Programs                |
| Ms.          | Ruth                 | Bullis           | \$ 25.00      | Meals on Wheels                    |
| Ms.          | Verna                | Burnes           | \$ 15.00      | Transportation                     |
| Ms.          | Joy                  | Cedarleaf        | \$ 20.00      | All Senior Programs                |
| Mr.          | Norman               | Christensen      | \$ 88.00      | All Senior Programs                |
| Mr. and Mrs. | Stephen and Carol    | Clarey           | \$ 50.00      | All Senior Programs                |
| Ms.          | Ella                 | Cleary           | \$ 50.00      | All Senior Programs                |
| Ms.          | Darlene              | Cochran          | \$ 40.00      | Transportation                     |
| Mr. and Mrs. | C. R.                | Coon             | \$ 50.00      | All Senior Programs                |
| Ms.          | Sheila               | Cunningham       | \$ 500.00     | All Senior Programs                |
| Ms.          | Martha               | Cunningham       | \$ 250.00     | Meals on Wheels                    |
| Mr. and Mrs. | Phillip and Betsy    | Danielson        | \$ 10.00      | All Senior Programs                |
| Ms.          | Barbara              | Darst            | \$ 25.00      | Meals on Wheels and Senior Center  |
| Mr. and Mrs. | Jim and Julene       | Delesha          | \$ 25.00      | Meals on Wheels                    |
| Mr. and Mrs. | Frank and Phyllis    | Demma            | \$ 25.00      | All Senior Programs                |
| Mr.          | David                | Disch            | \$ 100.00     | Transportation                     |
| Mr.          | Ralph                | Ebbott           | \$ 100.00     | All Senior Programs                |
| Ms.          | Delores              | Elliott          | \$ 25.00      | Transportation                     |
| Ms.          | Kaela                | Ellison          | \$ 50.00      | All Senior Programs                |
| Ms.          | Lois                 | Eugster          | \$ 50.00      | All Senior Programs                |
|              | Anonymous            |                  | \$ 200.00     | All Senior Programs                |
| Mr.          | Gordon               | Felland          | \$ 25.00      | Meals on Wheels                    |
| Ms.          | Mary                 | Fiefarek         | \$ 10.00      | All Senior Programs                |
| Mr.          | Jerome               | Fjelsted         | \$ 25.00      | All Senior Programs                |
| Ms.          | Carrie               | Foss             | \$ 50.00      | All Senior Programs                |
| Mr.          | Owen                 | Froehle          | \$ 25.00      | Meals on Wheels                    |
| Mr. and Mrs. | Tim and Micky        | Garvey           | \$ 200.00     | Meals on Wheels                    |
| Mr. and Mrs. | Charles and Renee    | Gebeke           | \$ 20.00      | All Senior Programs                |
| Mr. and Mrs. | James and Marilyn    | Gephart          | \$ 25.00      | All Senior Programs                |
| Mr.          | Carl                 | Gerber           | \$ 100.00     | All Senior Programs                |
| Ms.          | Sandra               | Gibson           | \$ 25.00      | All Senior Programs                |
| Mr. and Mrs. | R. Lee and Carol     | Ginsbach         | \$ 30.00      | All Senior Programs                |
| Mr. & Mrs.   | Charles and Jean     | Groshens         | \$ 25.00      | All Senior Programs                |
| Ms.          | DeReva               | Gross            | \$ 25.00      | Meals on Wheels                    |
| Mrs.         | Shirley              | Gullberg         | \$ 50.00      | All Senior Programs                |

|              |                     |            |    |        |                                    |
|--------------|---------------------|------------|----|--------|------------------------------------|
| Mr. and Mrs. | John and Ruby       | Gustafson  | \$ | 25.00  | All Senior Programs                |
| Mr. & Mrs.   | George and Ann      | Halverson  | \$ | 200.00 | All Senior Programs                |
| Ms.          | Nancy               | Hansen     | \$ | 100.00 | Meals on Wheels and Transportation |
| Mr.          | Robert              | Hathaway   | \$ | 25.00  | All Senior Programs                |
| Mr. and Mrs. | Gene and Jeannie    | Heltemes   | \$ | 50.00  | All Senior Programs                |
| Mr. and Mrs. | O. Sam and Lily     | Honda      | \$ | 50.00  | Senior Center                      |
| Mr. and Mrs. | Wuzzy and Deb       | Houtkooper | \$ | 25.00  | All Senior Programs                |
| Mr. and Mrs. | Bill and Janet      | Huber      | \$ | 10.00  | Meals on Wheels                    |
| Ms.          | Audrey              | Hurd       | \$ | 25.00  | All Senior Programs                |
| Mr. and Mrs. | Richard and Gloria  | Ingberg    | \$ | 20.00  | All Senior Programs                |
| Mr. and Mrs. | Douglas and Emmie   | Ingram     | \$ | 25.00  | Meals on Wheels                    |
| Mr. and Mrs. | Mike and Vera       | Jansen     | \$ | 25.00  | Meals on Wheels and Transportation |
| Ms.          | Ruth                | Janzen     | \$ | 25.00  | Meals on Wheels                    |
| Mr. and Mrs. | Clifford and Mary   | Japs       | \$ | 25.00  | Senior Center                      |
| Mr.          | John                | Johnson    | \$ | 20.00  | All Senior Programs                |
| Ms.          | Sylvia              | Johnson    | \$ | 25.00  | All Senior Programs                |
| Mr.          | Edward              | Johnston   | \$ | 25.00  | All Senior Programs                |
| Mr.          | Robert              | Kappes     | \$ | 30.00  | All Senior Programs                |
| Mr.          | Charles             | Knapp      | \$ | 15.00  | All Senior Programs                |
| Ms.          | Kay                 | Kronberg   | \$ | 25.00  | All Senior Programs                |
| Mr. and Mrs. | Warner and Aileen   | Krusell    | \$ | 50.00  | All Senior Programs                |
| Mr. and Mrs. | Donald and Donna    | Landsverk  | \$ | 25.00  | All Senior Programs                |
| Mr. and Mrs. | Ted and Bonnie      | LaValley   | \$ | 25.00  | All Senior Programs                |
| Ms.          | Margaret            | Lear       | \$ | 100.00 | Transportation                     |
| Mr. and Mrs. | Kenneth and Shirley | Leingang   | \$ | 50.00  | All Senior Programs                |
| Ms.          | Clareen             | Logan      | \$ | 25.00  | Meals on Wheels                    |
| Ms.          | Patricia            | Loving     | \$ | 50.00  | All Senior Programs                |
| Mr. and Mrs. | Larry and Lois      | Lueth      | \$ | 24.00  | All Senior Programs                |
| Ms.          | Ellen               | Maas       | \$ | 25.00  | Meals on Wheels                    |
| Mr.          | Matthew             | Macheledt  | \$ | 10.00  | All Senior Programs                |
| Ms.          | Frances             | Marttila   | \$ | 20.00  | All Senior Programs                |
| Ms.          | Vera                | Mathson    | \$ | 25.00  | Transportation                     |
| Mr. and Mrs. | John and Gladys     | Maxson     | \$ | 10.00  | All Senior Programs                |
| Mr.          | Gene                | McAlister  | \$ | 50.00  | All Senior Programs                |
| Mr. and Mrs. | Thomas and Mary Jo  | McDonough  | \$ | 25.00  | All Senior Programs                |
| Ms.          | Rose                | Melville   | \$ | 90.00  | Meals on Wheels                    |
| Mr.          | Robert              | Menzel     | \$ | 15.00  | All Senior Programs                |
| Mr. and Mrs. | Joseph and Patricia | Mikacevich | \$ | 25.00  | All Senior Programs                |
| Ms.          | Fran                | Moss       | \$ | 25.00  | Meals on Wheels                    |
| Ms.          | Marilyn             | Nalipinski | \$ | 50.00  | All Senior Programs                |
| Mr.          | Walter              | Nelsen     | \$ | 30.00  | Meals on Wheels                    |
| Ms.          | Deb                 | Nordman    | \$ | 30.00  | All Senior Programs                |
| Mr. and Mrs. | Darrell and Sally   | Novak      | \$ | 15.00  | All Senior Programs                |
| Mr. and Mrs. | Ron and Ronda       | Olson      | \$ | 100.00 | All Senior Programs                |
| Ms.          | Bernice             | Olson      | \$ | 25.00  | Transportation                     |
| Ms.          | Joanne              | Pardo      | \$ | 25.00  | All Senior Programs                |
| Ms.          | Barbara             | Peltier    | \$ | 15.00  | All Senior Programs                |
| Ms.          | Karen               | Peters     | \$ | 100.00 | All Senior Programs                |
| Ms.          | Patricia            | Pillsbury  | \$ | 30.00  | All Senior Programs                |
| Mr. and Mrs. | Rodney and Audrey   | Pletan     | \$ | 20.00  | All Senior Programs                |
| Ms.          | Muriel              | Pollock    | \$ | 25.00  | All Senior Programs                |
| Dr.          | Roger               | Rasmussen  | \$ | 200.00 | All Senior Programs                |
| Mrs.         | Marilyn             | Rautenberg | \$ | 25.00  | Senior Center                      |
| Mr. and Mrs. | Rex and Renee       | Redmer     | \$ | 10.00  | Meals on Wheels                    |
| Ms.          | Clara               | Reilly     | \$ | 5.00   | Meals on Wheels                    |

|              |                    |             |    |            |                     |
|--------------|--------------------|-------------|----|------------|---------------------|
| Ms.          | Gladys             | Rivard      | \$ | 25.00      | Transportation      |
| Mr. and Mrs. | Charlie and Jan    | Roeser      | \$ | 25.00      | All Senior Programs |
| Mr. and Mrs. | William and Sharon | Rolinitis   | \$ | 30.00      | All Senior Programs |
| Mr.          | Donald             | Rooney      | \$ | 50.00      | Meals on Wheels     |
| Ms.          | Viola              | Rozikes     | \$ | 25.00      | Meals on Wheels     |
| Mr. & Mrs.   | Harold and Madella | Scheffert   | \$ | 20.00      | All Senior Programs |
| Mr. and Mrs. | Daniel and Lynn    | Schintz     | \$ | 40.00      | All Senior Programs |
| Ms.          | Sharon             | Schmidt     | \$ | 10.00      | All Senior Programs |
| Mr. and Mrs. | Craig and Marcie   | Schmidt     | \$ | 75.00      | All Senior Programs |
| Mr. and Mrs. | Kenneth and Gloria | Shaffer     | \$ | 20.00      | Senior Center       |
| Ms.          | Marian             | Shepard     | \$ | 50.00      | All Senior Programs |
| Ms.          | Genevieve          | Shubitz     | \$ | 25.00      | All Senior Programs |
| Dr.          | Mary Sue           | Simmons     | \$ | 25.00      | Senior Center       |
| Mr. and Mrs. | Byron and Marilyn  | Simonson    | \$ | 20.00      | All Senior Programs |
| Mr. and Mrs. | George and Beverly | Slater      | \$ | 20.00      | All Senior Programs |
| Mr.          | Raymond            | Smith       | \$ | 25.00      | Meals on Wheels     |
| Mr. and Mrs. | James and Darlene  | Snyder      | \$ | 25.00      | All Senior Programs |
| Mr. & Mrs.   | John and Char      | Sokatch     | \$ | 20.00      | All Senior Programs |
| Ms.          | Patricia           | Spude       | \$ | 25.00      | Transportation      |
| Mr. and Mrs. | Gene and Bev       | Stilwell    | \$ | 25.00      | All Senior Programs |
| Mr.          | Tom                | Streed      | \$ | 100.00     | Meals on Wheels     |
| Ms.          | Constance          | Stroschein  | \$ | 25.00      | All Senior Programs |
| Mr.          | Gordon             | Sutherland  | \$ | 25.00      | All Senior Programs |
| Ms.          | Lois               | Tait        | \$ | 10.00      | All Senior Programs |
| Ms.          | Peggy              | Tanson      | \$ | 10.00      | All Senior Programs |
| Mr.          | William            | Thein       | \$ | 25.00      | All Senior Programs |
| Mr. and Mrs. | Ronald and Sheryl  | Theno       | \$ | 40.00      | All Senior Programs |
| Ms.          | Joanne             | Thornquist  | \$ | 35.00      | Meals on Wheels     |
| Mr. & Mrs.   | Arlan and Virginia | Tietel      | \$ | 25.00      | All Senior Programs |
| Ms.          | Ardella            | Tischler    | \$ | 25.00      | Senior Center       |
| Dr. and Mrs. | Jack and Beverly   | Titus       | \$ | 25.00      | Senior Center       |
| Mr.          | Lee                | Trebatowski | \$ | 25.00      | Meals on Wheels     |
| Ms.          | Nancy              | Trevino     | \$ | 50.00      | Meals on Wheels     |
| Mr. and Mrs. | Bob and Shirley    | Van Hout    | \$ | 25.00      | All Senior Programs |
| Mr.          | Stanley            | Vomacka     | \$ | 25.00      | All Senior Programs |
| Mr. and Mrs. | George and Dorothy | Von Drashek | \$ | 25.00      | All Senior Programs |
| Mr.          | Gerald             | Wilharber   | \$ | 25.00      | All Senior Programs |
| Ms.          | Denise             | Willman     | \$ | 50.00      | All Senior Programs |
| Ms.          | Yvonne             | Wimer       | \$ | 20.00      | Senior Connections  |
| Ms.          | Vernell            | Wirth       | \$ | 17.00      | Senior Center       |
| Mr.          | Leonard            | Witschen    | \$ | 25.00      | Senior Center       |
| Mr. and Mrs. | David and Shannon  | Wohlberg    | \$ | 50.00      | All Senior Programs |
| Mr. and Mrs. | Calvin and Barbara | Wojahn      | \$ | 50.00      | All Senior Programs |
| Mr. and Mrs. | Glen and Diana     | Wormer      | \$ | 100.00     | All Senior Programs |
| Ms.          | Sheryl             | Wright      | \$ | 25.00      | Meals on Wheels     |
| Ms.          | Dorothy            | Yarusso     | \$ | 25.00      | All Senior Programs |
| Dr.          | Mary Ellen         | Young       | \$ | 50.00      | All Senior Programs |
| Mr. and Mrs. | John and Catherine | Zdechlik    | \$ | 25.00      | All Senior Programs |
| Ms.          | Joy                | Zemke       | \$ | 25.00      | Senior Connections  |
| Mr.          | Richard            | Ziertman    | \$ | 50.00      | All Senior Programs |
|              |                    |             | \$ | 25.00      | All Senior Programs |
|              |                    |             | \$ | 25.00      | Meals on Wheels     |
|              |                    |             |    | \$6,632.00 |                     |

AGENDA ITEM: Field Trip Requests

MEETING DATE: December 8, 2008

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 trip. The following field trips are being presented by the administration to the School Board for approval.

| Date of Trip and Destination                 | Requesting Staff Member          | Grade/Team            | Number of Schools Days Missed | Number of Students and Parents Attending | Means of Transportation              | Purpose of Field Trip              |
|----------------------------------------------|----------------------------------|-----------------------|-------------------------------|------------------------------------------|--------------------------------------|------------------------------------|
| 12/5-6/08<br>South St. Paul High School      | Ted Eibs<br>North & South Campus | Debate Team           | ½ day on<br>12/5/08           | 16                                       | Bus                                  | Debate League Championships        |
| 12/17-19/2008<br>Long Lake Conservation Camp | Jane Barnett<br>Oneka Elementary | 5 <sup>th</sup> Grade | 3 days                        | 120 students                             | Bus                                  | Environmental educational classes. |
| 3/26-29/09<br>Orlando, Florida               | Marie Dymit<br>South Campus      | Mariners Choir        | 2                             | 30 students                              | Air to Orlando, Coach Bus in Florida | Musical performances               |
| 4/23-26/09<br>Chicago, IL                    | Shannon Anderson<br>South Campus | 11-12 Band            | 2                             | 80 students                              | Charter Bus                          | Musical performances and clinics   |

**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**

**LEAVE REQUEST (2008-2009) - CLASSIFIED STAFF**

MICHELLE M. GRANAT- Pupil Support Assistant, Normandy Park ECSE  
Employed by District 624 since 04/26/1999  
Effective Dates: 11/01/08 - 11/30/08

**RECOMMEND APPROVAL**

**INDEPENDENT SCHOOL DISTRICT NO.624**  
**Department of Human Resources**

**UNPAID CHILD-CARE LEAVES - CERTIFIED STAFF**

KARI S. BAILLET - Elementary Teacher, Parkview Elementary  
Unpaid from 10/22/08 through 11/21/08

**RECOMMEND APPROVAL**

MICHELLE R. HOFTIEZER - PE/DAPE Teacher, Birch Lake Elementary  
Unpaid from 09/24/08 through 11/14/08

**RECOMMEND APPROVAL**

**FULL-TIME MEDICAL LEAVE (2008-2009) CERTIFIED STAFF**

NANCY A. ROBINSON - Social Studies Teacher, North Campus  
Employed by District 624 since 08/23/1984  
Effective: 2008-2009 School year

**RECOMMEND APPROVAL**

INDEPENDENT SCHOOL DISTRICT NO.624  
Department of Human Resources

NEW PERSONNEL - CERTIFIED STAFF

RORY C. KEHOE - Custodian, Oneka Elementary

Replacing P. Kolb who resigned

\$14.95 + \$.25(SD)/hr., 8.00 hrs./day, 161 days \$19,577.60

Budget Number: 01-118-810-000-000-175

Effective Date: 11-17-2008

**RECOMMEND APPROVAL**

NEW PERSONNEL - COMMUNITY SERVICES

RICHARD A. CHAKOLIS - Youth Development/Enrichment Coordinator, D.C.

The proposed contract for Richard has an effective date of November 21, 2008. The prorated salary of \$30,385.00 is based on an annual 12-month salary of \$50,000.00

**RECOMMEND APPROVAL**

NEW PERSONNEL - CERTIFIED STAFF

CARYN S. BERNIER - ESL Teacher, Oneka Elementary

Effective Date: 11/10/2008

BA/Step 1 (\$35,000. x 144/197) \$25,584.00

Attended: Concordia College, St. Paul, MN

K-12 English as a Second Language BA

Century College, White Bear Lake, MN

Liberal Arts AA

Experience: Student Teacher

White Bear Lake Area Schools, White Bear Lake, MN

**RECOMMEND APPROVAL**

# **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: **December 8, 2008**  
SUGGESTED DISPOSITION: **Information Item**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent of Schools**

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**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:** June 30, 2008 Audit Report

**MEETING DATE:** December 8, 2008

**SUGGESTED DISPOSITION:** Discussion Item

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

.....  
**Background:**

Jim Eichten, from our audit firm of MMKR, will present the results of our audit for the year ending June 30, 2008.

Jim met with the Finance Committee on December 2nd and reviewed this information.

.....  
**Recommendation:**

**None.**

**AGENDA ITEM: Financial Forecast 2009-2014**

**MEETING DATE: December 8, 2008**

**SUGGESTED DISPOSITION: Discussion Item**

**CONTACT PERSON: Pete Willcoxon**

.....  
**Background:**

**The District's five year financial forecast beginning with the 2009-2010 school year will be presented.**

**The forecast will encompass enrollment projections and revenue and expenditure assumptions that will help the District determine the extend of program enhancements that could be made for the 2009-2010 school year and beyond.**

.....  
**Recommendation:**

**It is recommended that the School Board receive the forecast.**

# **E. OPERATIONAL ITEMS**

**AGENDA ITEM:** Acceptance of June 30, 2008 Audit  
**MEETING DATE:** December 8, 2008  
**SUGGESTED DISPOSITION:** Operational Item  
**CONTACT PERSON:** Pete Willcoxon Sr.  
Executive Director of Business Services

.....  
**Background:**

Jim Eichten, from our audit firm of MMKR, presented the results of our audit for the year ending June 30, 2008 earlier this evening.

The Finance Committee had previously met with Jim to review this information. Copies of the audit have been distributed to all School Board members.

.....  
**Recommendation:**

It is recommended that the School Board accept the audit for the fiscal year ending June 30, 2008.

**AGENDA ITEM:** Approval of 2008 Payable 2009 Property Tax Levy.

**MEETING DATE:** December 8, 2008

**SUGGESTED DISPOSITION:** Operational Item

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

.....  
**Background:**

According to Minnesota statute, at its September 8, 2008 meeting the School Board set the proposed 2008 Payable 2009 property tax levy.

According to Minnesota statute the School District conducted its Truth-in-Taxation hearing on Tuesday December 2, 2008.

As the final step in this process the School Board must now certify the levy.

.....  
**Recommendation:**

It is recommended by administration that the School Board certify its 2008 Payable 2009 property tax levy in the amount of \$30,191,710.58.

| LEVY CATEGORY                              | MAXIMUM LEVY<br>BEFORE OFFSETS | OFFSET<br>ADJUSTMENTS (B) | TACONITE<br>ADJUSTMENTS | MAXIMUM LEVY<br>LIMITATION | FINAL<br>CERTIFIED LEVY |
|--------------------------------------------|--------------------------------|---------------------------|-------------------------|----------------------------|-------------------------|
| (1) GENERAL--RMV VOTER JOBZ EXEMPT         | 13,390,085.28                  |                           |                         | 13,390,085.28              |                         |
| (2) GENERAL--RMV OTHER JOBZ EXEMPT         | 887,724.42                     |                           |                         | 887,724.42                 |                         |
| (3) GENERAL--NTC VOTER JOBZ EXEMPT         | 905,233.00                     |                           |                         | 905,233.00                 |                         |
| (4) GENERAL--NTC OTHER JOBZ EXEMPT         | 3,705,014.01                   |                           |                         | 3,705,014.01               |                         |
| (5) COMMUNITY SERV--OTHER JOBZ EXEMPT      | 762,325.87                     |                           |                         | 762,325.87                 |                         |
| (6) GEN DEBT SERV--VOTER JOBZ NONEXEMPT    | 5,462,945.25                   |                           |                         | 5,462,945.25               |                         |
| (7) GEN DEBT SERV--OTHER JOBZ NONEXEMPT    | 2,875,587.75                   |                           |                         | 2,875,587.75               |                         |
| (8) OPEB/PENSION--OTHER JOBZ NONEXEMPT     | 2,202,795.00                   |                           |                         | 2,202,795.00               |                         |
| (9) TOTAL LEVY                             | 30,191,710.58                  |                           |                         | 30,191,710.58              |                         |
| (10) GENERAL ADJUST OFFSET CARRIED FORWARD |                                |                           |                         |                            |                         |
| (11) DEBT SERVICE OFFSET CARRIED FORWARD   |                                |                           |                         |                            |                         |
| / (12) TOTAL CERTIFIED ON REFER            |                                |                           |                         |                            | 14,277,809.12           |
| / MARKET VALUE = (1)+(2) =                 |                                |                           |                         |                            |                         |
| / (13) TOTAL CERTIFIED ON NET              |                                |                           |                         |                            | 15,939,900.88           |
| / CAPACITY = (3)+(4)                       |                                |                           |                         |                            |                         |
| / + (5)+(6)+(7)+(8) =                      |                                |                           |                         |                            |                         |
| / (14) GRAND TOTAL CERTIFIED               |                                |                           |                         |                            | 30,191,710.58           |
| / LEVY = (12)+(13) =                       |                                |                           |                         |                            |                         |

A) TRUTH IN TAXATION CATEGORIES: VOTER APPROVED LEVIES = (1)+(3)+(6)  
ALL OTHER LEVIES = (2)+(4)+(5)+(7)+(8)

B) OFFSETTING ADJUSTMENTS USED TO ENSURE THAT THE MAXIMUM LEVY LIMITATION IN EACH LEVY CATEGORY IS NOT LESS THAN ZERO. IF THERE IS NOT ENOUGH LEVY AUTHORITY WITHIN THE GENERAL & COMMUNITY SERVICE FUNDS, OR IN THE GENERAL DEBT SERVICE FUND, A NEGATIVE BALANCE WILL BE CARRIED FORWARD TO PAY 2010.

C) SCHOOL DISTRICTS CERTIFYING THE MAXIMUM LEVY LIMITATION FOR THE FINAL LEVY MUST CERTIFY THE DOLLAR LIMITATION SHOWN. SCHOOL DISTRICTS MUST ADOPT THEIR FINAL LEVY ON OR BEFORE DECEMBER 26, 2008.

D) SCHOOL DISTRICTS CERTIFYING LESS THAN THE MAXIMUM LEVY LIMITATION FOR ANY CATEGORY MUST CERTIFY A DOLLAR AMOUNT FOR EACH OF LINES (1)-(14) AND COMPLETE THE APPROPRIATE SECTIONS OF PAGES 23 THROUGH 31 AS NEEDED TO DOCUMENT THE SPECIFIC AMOUNTS CERTIFIED FOR EACH LEVY COMPONENT.

E) THE SCHOOL DISTRICT MUST SUBMIT THE COMPLETED ORIGINAL OF THIS FORM TO THE HOME COUNTY AUDITOR BY DECEMBER 29, 2008. A DUPLICATE COPY MUST BE SUBMITTED TO MINNESOTA DEPT OF EDUCATION, PROGRAM FINANCE DIVISION, 1500 HIGHWAY 36 WEST, ROSEVILLE, MN 55113, BY JANUARY 7, 2009.

THE CERTIFIED LEVY LISTED ABOVE IS THE LEVY VOTED BY THE SCHOOL BOARD FOR TAXES PAYABLE IN 2009.

SIGNATURE OF \_\_\_\_\_  
SCHOOL BOARD CLERK \_\_\_\_\_

DATE OF CERTIFICATION December 8, 2008

AGENDA ITEM: Approval of Investment Policy Statement  
MEETING DATE: December 8, 2008  
SUGGESTED DISPOSITION: Operational Item  
CONTACT PERSON(S): Pete Willcoxon Sr. Executive Director of Business Services

.....

**Background:**

The School District received the proceeds from the OPEB bond sale on Wednesday October 15, 2008. Statute requires that the proceeds be deposited directly into a trust account.

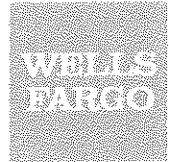
This process has been completed and now the District must approve the Investment Policy Statement that will be used by Wells Fargo as the guide for managing the District's bond proceeds.

This statement has been reviewed and discussed by the Finance Committee at its October 14<sup>th</sup> meeting and by the School Board in its November 10, 2008 work study session.

.....

**Recommendation:**

Administration recommends that the School Board approve the attached Investment Policy Statement that will authorize Wells Fargo to proceed with its investment recommendations.



# Investment Policy Statement

This Investment Policy Statement is being prepared for:

White Bear Lake Area School District OPEB Trust

White Bear Lake Area School District

4855 Bloom Avenue

White Bear Lake, MN 55110

Prepared by:

Merle Waters

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The portfolio assets covered by this policy are expected to be \$39,520,000.

The White Bear Lake Area School District OPEB Trust is established by the school district with the intention that it qualify as a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Code, and the Regulations issued thereunder, and as a trust for Postemployment Benefits under Minnesota Statutes Section 471.6175.

This document, for the White Bear Lake Area School District OPEB Trust, outlines the established objectives, policies and guidelines for the investment of the portfolio's assets as authorized under p4.1 of the OPEB Trust, and applicable Federal and State law.

## Purpose of the Investment Policy Statement

The purpose of this Investment Policy Statement is to establish an understanding as to the investment goals, objectives, and management policies for this portfolio.

The investment policy will also:

1. Establish overall standards for the management of the assets held in the portfolio.
2. Define overall investment parameters to help manage risk in the portfolio in accordance with the identified risk tolerance.
3. Communicate the intent of this plan to the appropriate parties.
4. Provide a written strategy and standard, which will guide the decisions regarding the management of the portfolio assets, including any restrictions to the management of the assets.
5. Establish a methodology for evaluating the performance of the portfolio and its components.

This statement should be reviewed periodically and revisions should be made as necessary to reflect changes in circumstances or objectives. All revisions must be made in writing and distributed to the appropriate parties on a timely basis.

## Investment Objective

### Balanced

Balance in emphasis between current income and longer-term capital appreciation. Assets are primarily invested in equity and fixed-income securities with a moderate to strong emphasis on capital appreciation and current income. This objective can be considered for clients with average risk tolerance and intermediate to longer term time horizons, in which to grow principal. Real estate and alternative investments (hedge funds, private equity, commodities) may be utilized to improve the return/risk relationship of the portfolio. Client suitability, liquidity needs, investment minimum requirements, and investor qualifications will be considered before investing in these asset classes.

## Investment Horizon

The Client has an investment horizon that is considered long term, in excess of 11 years or more.

## Tax Sensitivity

The White Bear Lake Area School District OPEB Trust is established by the school district with the intention that it qualify as a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Code, and the Regulations issued thereunder, and as a trust for Postemployment Benefits under Minnesota Statutes Section 471.6175.

## Risk Tolerance

Historical capital market data, together with modern investment theory, indicate a relationship between the level of risk (volatility) and the level of return that can be expected. Higher returns are typically associated with higher risk; therefore the risk profile of the aggregate plan assets should parallel the volatility of the total plan benchmark.

### Moderate

The risk tolerance of the Client can be described as 'moderate'. The Client has a medium tolerance for risk, but moderate down years in investment performance are acceptable. The Client is willing to accept more risk to achieve the return objective set forth in this investment policy statement. The Client understands that the actual level of risk in the Portfolio, as well as the overall Portfolio investment returns may be higher or lower than the Client's stated tolerance and objective.

## Asset Allocation Strategy

After consideration of the Client's investment objective, risk tolerance, and other portfolio specifications, the initial allocation will be:

| Asset Class        | Value | Percent | Range*    |
|--------------------|-------|---------|-----------|
| Equities           | \$0   | 34%     | 24% - 44% |
| Fixed Income       | \$0   | 34%     | 24% - 44% |
| Real Estate        | \$0   | 0%      |           |
| Alternative Invest | \$0   | 0%      |           |
| Cash Equivalents   | \$0   | 20%     |           |
| Other              | \$0   | 12%     |           |
| Unclassified       | \$0   | 0%      |           |
| Total Assets       | \$0   | 100%    |           |

*\*Ranges may fluctuate and/or change from what is noted due to new asset allocation recommendations.*

*Asset allocation does not assure or guarantee better performance and cannot eliminate the risk of investment losses.*

Portfolio rebalancing shall be performed periodically to remain consistent with the established asset allocation. At a minimum, the Plan's assets, governed by this policy, shall be reviewed annually, and trading costs shall be considered if cash flow is insufficient to effect the rebalancing. The allocation does not involve market timing and is intended to represent a diversified approach to investing based upon the Client's investment horizon.

## Client Investment Timing

The Client has indicated a preference to have the portfolio represented in this plan fully allocated toward the recommended asset allocation within the next three months.

## Performance Evaluation or Monitoring

1. Performance of the Portfolio will be monitored, measured, and evaluated over a market cycle.
2. Performance will be measured against an appropriate benchmark given the client's long term goals and objectives and the strategic allocation that has been selected. The selected benchmarks or indices for the portfolio shall be:
  - 1) For total portfolio return the client has modeled a 5% net return on assets (GASB 45 scenario analysis prepared by Hildi, Inc.).
  - 2) Individual managers within the portfolio will be evaluated against appropriate benchmarks.

## Special Considerations

This OPEB Trust was established to provide benefit payments to retirees in accordance with GASB 45. At this time the projected benefit payment schedule indicates a near 10% annual distribution requirement. Considering this relatively large annual distribution requirement, a cash equivalent allocation will be maintained to provide sufficient liquidity over time.

Client acknowledges the annual distribution requirement exceeds the expected return on assets, and because of this, the market value of the OPEB Trust is expected to decline over time.

## Restrictions

The following asset classes, securities, and/or sectors, will be excluded from this portfolio:

Investment(s) to be restricted or excluded from portfolio:

- ☐ Trust investments are limited to investments authorized under Minnesota Statutes Chapter 118A or Section 356A.06, subdivision 7.

## Background

The Minnesota Legislature in 2008 enacted Minnesota Statutes, Section 471.6175 which authorized a Minnesota political subdivision or public entity that creates or has created an actuarial liability, to pay post-employment benefits to employees or officers after their termination of service to establish a trust to pay for those benefits. Pursuant to these statutes the White Bear Lake Area School District created this OPEB Trust for the purpose of funding its OPEB obligations as required to be reported pursuant to GASB 43 and 45 (Governmental Accounting Standards Board).

## Liquidity

Liquidity considerations are covered in the "Special Considerations" section of this IPS.

## Additional Information

None noted at this time.

# Signatories

I/We, the client(s) or the undersigned person(s) delegated with Investment Authority for the assets under this Investment Policy Statement, accept the above description and direction of investment objectives.

By: \_\_\_\_\_  
The Client(s) or Authorized Signature

Date: \_\_\_\_\_

By: \_\_\_\_\_  
The Client(s) or Authorized Signature (if more than one)

Date: \_\_\_\_\_

The Bank acknowledges the Investment Policy as outlined herein and agrees to monitor and/or restructure the objectives of this policy as deemed necessary on an ongoing basis.

By: \_\_\_\_\_  
Authorized Signature

Date: \_\_\_\_\_

Investment Products: ► NOT FDIC Insured ► NO Bank Guarantee ► MAY Lose Value

**AGENDA ITEM:** Recommendations for Proposed Programmatic Adjustments and Improvements for the 2009-10 School Year

**MEETING DATE:** December 8, 2008

**SUGGESTED DISPOSITION:** Operational Item

**CONTACT PERSON:** Michael J. Lovett, Superintendent

.....

**Background:**

Over the course of the past two months, the school administration has held discussions with the School Board pertaining to short-term and long-term financial planning, programmatic planning, and facility planning.

In reviewing our financial condition, we determined that the School District has additional resources to invest in programmatic improvement, and is carefully balancing the issues of programmatic improvement, tax levy, and long term financial stability of the school district.

Earlier this evening, Mr. Willcoxon outlined our financial forecast, short-term and long-term for the School District, and identified his recommendations for a modest tax levy increase, and the revenue and expenditure balance necessary to maintain long-range financial stability. Included in his materials are estimates of the amount of additional resources that could be invested in the education program to improve opportunities for students.

In our planning, and in materials which the administration has shared with the School Board and the public over the past weeks, we have identified a list of potential programmatic improvements for consideration, and identified three timelines for beginning these investments:

- Level 1, programmatic investments which will be recommended for action at the School Board meeting this evening;
- Level 2, programmatic investments which will be studied more extensively during December and January with recommendations at the School Board meeting in February, or subsequent to February dependent on revenue related action by the 2009 Minnesota State Legislature; and

- Additional improvements which would be considered for the 2010-2011 school year and beyond, which would be recommended for study during the period of February, 2009 through October, 2009. These items then would be considered for action in the fall of 2009 to be implemented for the 2010-2011 school year.

As the School District has engaged in long range planning, one of the significant uncertainties is the state of the federal and state budget. In particular, because school district revenue is so strongly determined by actions of the state legislature, this evening's actions will be tempered by the state financial forecast, and we will provide regular updates on balancing future investments and the state's financial investment in education.

.....

## **RECOMMENDATION:**

### **Level I Recommendations to be Implemented for the 2009-10 School Year**

1. Confirm the investment embedded in the Six Period Day Committee recommendation to offer an option for zero hour classes at South Campus of the White Bear Lake Area High School, and after school options for students at the North Campus of the White Bear Lake Area High School.

Cost: \$24,000 (.4 FTE Teacher)

Rationale: To assure a smooth transition from the four block schedule in 2008-09 to the six period day in 2009-10, the high school will pilot offering one or two semester classes before school at White Bear Lake Area High School South Campus, and one or two after school semester classes at White Bear Lake Area High School North Campus to help assure that students will be able to complete credits required for graduation.

2. Pilot the use of online learning to increase opportunities for students at White Bear Lake Area High School.

Cost: \$12,000

Rationale: Also an investment embedded in the Six Period Day Committee recommendation, this would allow the high school to pilot the use of the on-line learning option to help assure that students will be able to complete credits required for graduation.

3. Staff additional classes for high school students needing additional support in mathematics and reading.

Cost: \$78,000 (1.2 FTE Teacher)

Rationale: The District will provide the programs and services necessary for students who are at risk of not graduating from high school given the requirements of the MCA II graduation rule.

- 4a. Lower class sizes at kindergarten, with the initial goal to lower the current class size, which is above 24 students per class, to an average staff ratio of 1 to 20 students.
- 4b. Add teacher staffing with the goal of keeping the class sizes at the elementary intermediate grades at 30 or lower and reduce the number of secondary core classes above the staffing average. These actions will have the effect of reducing average class sizes in grades 1 through 12.

Cost: \$386,000

Rationale: In a comparison of White Bear Lake Area Schools to other districts within the metropolitan area, class sizes data for 2007-08, as published by the Metro ECSU, showed that White Bear Lake class sizes were among the highest.

For 2008-09, improvements have been made, especially at grades 1-5, the middle school, and in high school with language arts and mathematics, but class sizes at the kindergarten level and the high school level are still very high compared with other districts.

This action would place White Bear Lake kindergarten class sizes at the mid-point of the metropolitan area, and adjust other class sizes which while still in the top half (larger), would be closer to the mid-point.

**Total cost recommended for approval: \$500,000**

AGENDA ITEM: Acceptance of a Grant from the Otto Bremer  
Foundation

MEETING DATE: December 8, 2008

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Dave Guenther, Director of Community Services  
and Recreation  
Barb Green, Senior Program Coordinator

.....

**BACKGROUND:**

We request that the School Board accept this \$10,000 grant from the Otto Bremer Foundation. The grant will help cover general operations of the White Bear Area Senior Program including Meals on Wheels, Lionmobile Transportation, Outreach and the Senior Center.

We are very grateful that the Foundation has chosen to support this program.

.....

**RECOMMENDATION:**

Accept the donation.

# OTTO BREMER FOUNDATION

Suite 2250, 445 Minnesota Street, Sr. Paul, MN 55101-2107 (651) 227-8036 (888) 291-1123 Fax (651) 312-3665 email: obf@ottobremer.org

November 20, 2008

David A. Guenther  
White Bear Lake School District,  
#624, Community Services Department  
2484 E. County Road F  
White Bear Lake, MN 55110

Dear Mr. Guenther:

At the most recent meeting of the Trustees of the Otto Bremer Foundation, consideration was given to the request from the White Bear Lake School District, #624, Community Services Department for funding general operations of the White Bear Area Senior program, which provides services and activities for seniors in the White Bear Lake School District. This is to advise that the Trustees have approved a grant in the amount of \$10,000 to be used toward this project.

The Trustees request that the accompanying Donee Agreement be signed by the appropriate administrative officer indicating acceptance of the grant and the conditions stipulated therein. Please retain one copy for your file and return one to our office. Upon timely receipt of signed donee agreement, grant payment will be scheduled within several weeks.

Regarding publicity, the Foundation will issue a press release to several media contacts announcing all authorized grants, shortly after the completion of a grants round. To leverage local coverage, you may want to issue a press release yourself or host a press event. If you need assistance with this, please feel free to contact me.

Both Trustees and staff of the Foundation are pleased that the Foundation can participate in the support of this program.

Sincerely,

OTTO BREMER FOUNDATION



Tony LookingElk  
Program Officer

TL/dc

cc: B. Green

# Otto Bremer Foundation Agreement of Donee

As a condition of a total grant of \$ 10,000 from the Otto Bremer Foundation  
to White Bear Lake School District, #624, Community Services Department  
for general operations of the White Bear Area Senior program, which provides services and activities  
for seniors in the White Bear Lake School District.

the grantee agrees:

1. That the total grant, or any payment thereof, may be discontinued, modified, or withheld at any time when in the sole judgment of the Otto Bremer Foundation, such action is necessary to comply with requirements of the law or if the original conditions of the grant are not being fulfilled.
2. To repay any portion of the grant which is not used for the designated purpose.
3. To provide the following reports to the Otto Bremer Foundation:
  - A narrative report describing the activities carried out under this grant and whether the goals of the project have been met. The report is due one year from the date of each payment.
  - A detailed expenditure report, submitted after the project has been completed.

The Otto Bremer Foundation also accepts the Minnesota Common Report form (available from the Minnesota Council on Foundations at <http://www.mcf.org/mcf/grant/commonreport.htm>).

4. To permit the Otto Bremer Foundation, at its request, to have complete access to the grantee's files and records that pertain to the grant for the purpose of making such financial audits and verifications as it deems necessary concerning the grant.
5. To take all necessary measures to assure access of any interested party to activities supported by grant funds and to not discriminate on the basis of race, color, creed, gender, religion, age, disability, sexual orientation, marital status, or national origin.

The signature below indicates the acceptance of the conditions stipulated above.

Name of Grantee White Bear Lake School District, #624, Community Services Department

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name/Title \_\_\_\_\_

11/0817817

# Otto Bremer Foundation Agreement of Donee

COPY

As a condition of a total grant of \$ 10,000 from the Otto Bremer Foundation  
to White Bear Lake School District, #624, Community Services Department  
for general operations of the White Bear Area Senior program, which provides services and activities  
for seniors in the White Bear Lake School District.

the grantee agrees:

1. That the total grant, or any payment thereof, may be discontinued, modified, or withheld at any time when in the sole judgment of the Otto Bremer Foundation, such action is necessary to comply with requirements of the law or if the original conditions of the grant are not being fulfilled.
2. To repay any portion of the grant which is not used for the designated purpose.
3. To provide the following reports to the Otto Bremer Foundation:
  - A narrative report describing the activities carried out under this grant and whether the goals of the project have been met. The report is due one year from the date of each payment.
  - A detailed expenditure report, submitted after the project has been completed.

The Otto Bremer Foundation also accepts the Minnesota Common Report form (available from the Minnesota Council on Foundations at <http://www.mcf.org/mcf/grant/commonreport.htm>).

4. To permit the Otto Bremer Foundation, at its request, to have complete access to the grantee's files and records that pertain to the grant for the purpose of making such financial audits and verifications as it deems necessary concerning the grant.
5. To take all necessary measures to assure access of any interested party to activities supported by grant funds and to not discriminate on the basis of race, color, creed, gender, religion, age, disability, sexual orientation, marital status, or national origin.

The signature below indicates the acceptance of the conditions stipulated above.

Name of Grantee White Bear Lake School District, #624, Community Services Department

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name/Title \_\_\_\_\_

11/0817817

**AGENDA ITEM:** **STUDENT TEACHER AGREEMENTS**

**DATE:** **December 8, 2008**

**SUGGESTED DISPOSITION:** **Operational Item**

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

.....

**BACKGROUND:**

The attached contracts allow White Bear Lake Area School District to enter into agreements with Saint Mary's University, Concordia University and Northwestern College for the placement of PreK-12 student teachers.

White Bear Lake Area School District and these colleges/universities are committed to providing quality experiences for the student teachers placed in our District.

.....

**RECOMMENDATION:** Acceptance of agreements

## *MUTUAL AGREEMENT FOR STUDENT TEACHING*

This agreement is entered into between Northwestern College (hereinafter "the College") and Independent School District #624 (hereinafter "the School"), Ramsey County, located at White Bear Lake, MN.

1. Northwestern College agrees that:
  1. It will place at the School only student teachers who are eligible for such placement under the College rules, and School Board regulations. All placements will initiate through and be approved by the School's Office of Staff Development.
  - b. It will pay to the School an amount not to exceed \$20 per week for each student teacher placed in the School; i.e., \$200 for 10 weeks.
  - c. It will provide regular student teaching supervision by qualified College supervisors.
  - d. It will cooperate with the School in the assessment of the Student Teaching Program.
  - e. That all records and data received by the College as a result of this agreement will be treated by the College in accordance with the terms of the Minnesota Government Data Practices Act and all federal laws and rules pertinent thereto.
2. The School agrees that:
  - a. It will supply to the student teacher so placed by the College an opportunity to work in a teaching-learning situation under the supervision of a practicing teacher who holds a continuing license and has at least three years total teaching experience.
  - b. It will cooperate with the College in the assessment of the Student Teaching Program.
  - c. It shall provide appropriate supervision of the student teacher pursuant to rules promulgated by its board. Such rules may not conflict with any minimum requirements established by the State or the College with regard to the Student Teaching Program.
  - d. It shall immediately notify the College if there is a change in the licensure status of any practicing teacher providing supervision to any student teacher assigned hereunder.
  - e. It shall not replace any of its employees nor fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher shall not act as a substitute teacher.
  - f. It shall consider and treat any student teacher placed at the School pursuant to this agreement as an employee for purposes of liability insurance coverage and the provision of legal counsel.

- g. It shall reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment for cause or lack of funding.
- h. It shall consider and treat all records and data regarding a student teacher, whether such records or data are received from the College or the student teacher or are generated by the School, as records and data subject to the provisions of Minnesota Statutes Section 13.01 et seq. The School shall comply with the provisions of these State and Federal statutes and regulations as applied to records and data regarding any student teacher placed at the School pursuant to this agreement as though such statutes and regulations were fully applicable to the School.

3. General provisions:

- a. The term of this agreement shall commence on July 1, 2008, and end on June 30, 2011.
- b. Any amendments to this agreement shall be in writing.
- c. Both parties agree to be bound by the laws and regulations of the State and Federal Governments, including all provision in regard to discrimination and the Americans With Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973.

APPROVED:

NORTHWESTERN COLLEGE

Date November 7, 2008 By: Susan Johnson

Susan Johnson, Ph.D.  
Chair, Department of Education

INDEPENDENT SCHOOL DISTRICT #624  
RAMSEY COUNTY, WHITE BEAR LAKE, MINNESOTA

Date: 12-2-08, 2008 By: [Signature]  
Title: Director of Schools

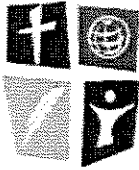
Date: \_\_\_\_\_, 2008 By: \_\_\_\_\_  
Title: \_\_\_\_\_



## Mutual Agreement for Student Teaching

This agreement is entered into between the College of Education at *Concordia University* 275 Syndicate Street, N. St. Paul, MN 55104 (herein after "College or University") and White Bear Lake Area Schools (hereinafter "the school"), located in White Bear, MN.

1. *Concordia University* agrees that:
  - a. It will place at the School only student teachers who are eligible for such placement under State and University rules, and School Board regulations. All placements will initiate through and be approved by the Schools' Office of Staff Development.
  - b. It will pay to the cooperating teacher or School (as preferred) an amount of \$100 for a nine week experience and \$60 for a six week experience for each student teacher placed in the school.
  - c. It will provide regular student teaching supervision by state qualified College/University designees.
  - d. It will cooperate with the School in the development and implementation of the Student Teaching program.
  - e. That all records and data received by the College/University as a result of this agreement will be treated by the College/University in accordance with the terms of the Minnesota Government Data Practices Act and all federal laws and rules pertinent thereto.
2. The School agrees that:
  - a. It will supply to the student teacher so placed by the College/University an opportunity to work in a teaching-learning situation under the supervision of a practicing teacher who holds a continuing license and has at least three years total teaching experience.
  - b. It will cooperate with the College/University in the development and implementation of the Student Teaching Program.
  - c. It shall provide appropriate supervision of the student teacher pursuant to rules promulgated by its board. Such rules may not conflict with any minimum requirements established by the State or the College/University with regard to the Student Teaching Program.
  - d. It shall immediately notify the College/University if there is a change in the licensure status of any practicing teacher providing supervision to any student teacher assigned hereunder.
  - e. It shall not replace any of its employees nor fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher shall not act as a substitute teacher.
  - f. It shall consider and treat any student teacher placed at the School pursuant to this agreement as an employee for purposes of liability insurance coverage and the provision of legal counsel.
  - g. It shall reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment for cause or lack of funding.
  - h. It shall consider and treat all records and data regarding a student teacher, whether such records or data are received from the College/University or the student teacher or are generated by the School, as records and data subject to the provisions of Minnesota Statutes Section 13.01 *et seq.*, Minnesota Rules part 1205.0100 *et seq.*, 20 U.S.C. 1232 g and 34 C.F.R. Section 99.1 *et seq.* The School shall comply with the provisions of these State and Federal statutes and regulations as applied to records and data regarding



# Concordia

UNIVERSITY-SAINT PAUL

## College of Education Teacher Education

- i. any student teacher placed at the School pursuant to this agreement as though such statutes and regulations were fully applicable to the school.
3. General provisions:
  - a. The term of this agreement shall commence on October 14, and end on June 30, 2010 (a 2 year period).
  - b. The School or College/University shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the other party.
  - c. Any amendments to this agreement shall be in writing.
  - d. Both parties agree to be bound by the laws and regulations of the State and Federal Governments, including all provision in regard to discrimination and the Americans With Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act of 1973.

APPROVED:

School District: White Bear Lake Schools  
White Bear Lake, MN

DATE: 12-2-08

NAME: Jill Ghe

TITLE: Director of School

CONCORDIA UNIVERSITY

DATE: November 5, 2008

NAME: Lail Schroetke

TITLE: Coordinator of  
Clinical Experience



## MUTUAL AGREEMENT FOR STUDENT TEACHING

This agreement is entered into between the Board of Saint Mary's University of Minnesota, 700 Terrace Heights, Winona, Minnesota 55987-1399 with a campus at 2500 Park Avenue, Minneapolis, MN 55404-4403 (hereafter University) and White Bear Lake Area Schools, Independent School District 624 (hereinafter the School) Ramsey County, located in White Bear Lake, MN.

1. Saint Mary's University agrees that:

- a. It will place at the School only student teachers who are eligible for such placement under State and University rules, and School Board regulations. All placements will initiate through and be approved by the Schools Administrative Offices.
- b. It will pay to the cooperating teacher designated by the School an amount not to exceed \$250.00 per semester for each student teacher placed in the school.
- c. It will provide regular student teaching supervision by State qualified University designees.
- d. It will cooperate with the School in the development and implementation of the Student Teaching Program.
- e. That all records and data received by the University as a result of this agreement will be treated by the University in accordance with the terms of the Minnesota Government Data Practices Act and all federal laws and rules pertinent thereto.

2. The School agrees that:

- a. It will supply to the student teacher so placed by the University an opportunity to work in a teaching-learning situation under the supervision of a practicing teacher who holds a continuing license and has at least three years total teaching experience.
- b. It will cooperate with the University in the development and implementation of the Student Teaching Program.
- c. It shall provide appropriate supervision of the student teacher pursuant to rules promulgated by its board. Such rules may not conflict with any minimum requirements established by the State or the University with regards to the Student Teaching Program.
- d. It shall immediately notify the University if there is a change in licensure status of any practicing teacher providing supervision to any student teacher assigned hereunder.
- e. It shall not replace any of its employees, not fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher shall not act as a substitute teacher.
- f. It shall reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment for cause or lack of funding.
- g. It shall consider and that all records and data regarding a student teacher, whether such records or data are received from the University of the student teacher or are generated by the School, as records and data subject to the provisions of Minnesota Status Section 13.01 et seq., Minnesota Rules part 1205.0100 et seq. 20 U.S.C..1232 g and C.F.R. Section 99.1 et seq. The School shall comply with the provisions of these State and Federal statues an regulations as applied to records

and data regarding any student teacher placed at the School pursuant to this agreement as though such statutes and regulations were fully applicable to the School.

3. General Provisions

- a. The terms of this agreement shall commence on July 1, 2008 and end on June 30, 2010 (a two year period).
- b. The School or University shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the other party.
- c. Any amendments to this agreement shall be in writing.
- d. Both parties agree to be bound by the laws and regulations of the State and Federal Governments including all provisions in regard to discrimination and the Americans With Disabilities Act (ADA) and/or Section 504 of the Rehabilitations Act of 1973.

APPROVED:

ISD# 624, White Bear Lake Area Schools

DATE:

12-2-08

NAME:

*[Signature]*

TITLE:

Director, Schools

SAINT MARY'S UNIVERSITY OF MINNESOTA

DATE:

*[Signature]*

NAME:

Nov. 5, 2008

TITLE:

Dean, Graduate School  
of Education