

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

January 12, 2009

MISSION STATEMENT

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

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

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

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

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

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

To: Members of the School Board

From: Michael J. Lovett
Superintendent of Schools

Date: January 7, 2009

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

AGENDA

A. PROCEDURAL ITEM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Reorganization of the School Board – page 1
5. Approve Agenda
6. Consent Agenda - page 2
 - a) Approval of Minutes - pages 3 - 5
 - b) Payment of Invoices – pages 6 - 41
 - c) Correspondence
 - d) Acceptance of Gifts – pages 42 - 43
 - e) Approve Field Trips – page 44
 - f) Terminations – Retirements – Resignations – pages 45 - 46
 - g) Leaves of Absence – page 47
 - h) New Personnel - pages 47 - 48
 - i) Approval of Individual Employment Agreements for At-Will Employees – page 49

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, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of other public comments should be avoided.
3. Those wishing to address the Board should fill out a card to be turned into the Clerk.
4. Questions may be asked on any topic, excluding those on the agenda.
5. An attempt will be made to answer questions. In those cases where an answer is not available or is not possible to give that evening, a phone call from someone in the administration will be made as a follow-up.
6. A handout on the purpose of School Board meetings and the meeting process is available.

7. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
8. The Chair will attempt to reasonably honor requests to speak, but shall also exercise discretion to recognize time restraints and may limit the number of such presentations accordingly.

C. INFORMATION ITEMS

1. Superintendent's Report – page 50

D. DISCUSSION ITEMS

1. 2009-10 School Calendar – pages 51 - 54
2. First Reading of School Board Policy #417 – Chemical Use and Abuse – pages 55 - 62
3. First Reading of School Board Policy #530 – Immunization Policy and Procedures – pages 63 - 70

E. OPERATIONAL ITEMS

1. School Board Meeting Dates for 2009 to include Resolution to Hold School Board Meeting on October 12, 2009 – pages 71 - 73
2. 2009 School Board Operating Procedures – pages 74 - 76
3. School Board Members' Compensation for 2009 – page 77
4. School Board Committee Assignments for 2009 – pages 78 - 79
5. Appointment of Representatives to the Northeast Metro 916 Intermediate School District's Board – page 80
6. Appointment of Representatives to the East Metro Integration District 6067 – page 81
7. Official Depositories for the School District Funds and Authorized Bank Accounts And Signatures – pages 82 - 83
8. Official Publication for the School District – pages 84 - 86
9. Membership in the Minnesota State High School League for 2009-2010 – pages 87 - 88
10. Appointment of Election Clerk for 2009 – page 89
11. Approval of 2009-2010 School Times – page 90

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: Reorganization of the School Board
MEETING DATE: January 12, 2009
SUGGESTED DISPOSITION: Procedural Item
CONTACT PERSON(S): Dr. Michael J. Lovett, Superintendent

BACKGROUND:

Superintendent Dr. Michael J. Lovett will facilitate the selection of Board Chair. The elected Board chair will then facilitate the selection of Vice-Chair, Clerk, and Treasurer for 2009.

The new officers must be nominated and elected:

a. Chair _____

Motion by: _____, Seconded by: _____ Vote: _____

b. Vice-Chair _____

Motion by: _____, Seconded by: _____ Vote: _____

c. Clerk _____

Motion by: _____, Seconded by: _____ Vote: _____

d. Treasurer _____

Motion by: _____, Seconded by: _____ Vote: _____

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **January 12, 2009**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

- a) Approval of Minutes
- b) Payment of Invoices
- c) Correspondence
- d) Acceptance of Gifts
- e) Field Trip Request(s)
- f) Terminations – Retirements – Resignations
- g) Leaves of Absence
- h) New Personnel
- i) Approval of Individual Employment Agreements for At-Will Employees

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

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

Agenda Item A-6(a)
January 12, 2009
School Board Meeting

A meeting of the White Bear Lake Area School Board was held on Monday, December 8, 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 7:01 p.m.
2. Roll Call- Present: Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons
Ex-Officio: Lovett
Cabinet: Present – Daniels, Pope, Thelen, Willcoxon
3. Pledge of Allegiance
4. Motion by Hiniker and seconded by Parsons to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Motion by Swanson and seconded by Newberg to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting November 10, 2008 and work-study minutes of November 10 and November 24, and Truth in Taxation Hearing on December 2;
 - 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:
 - Leave Request (2008-2009) – Classified Staff:
Michelle Granat, Pupil Support Assistant, Normandy Park ECSE
 - Unpaid Child-Care Leave – Classified Staff:
Kari Baillet, Elementary Teacher, Parkview Elementary. Unpaid from 10/22/08 through 11/21/08.
Michelle Hoftiezer, PE/DAPE Teacher, Birch Lake Elementary. Unpaid from 9/24/08 through 11/14/08.
 - Full-Time Medical Leave (2008-09) – Certified Staff: Nancy Robinson, Social Studies Teacher, North Campus, effective: 2008-09 school year.
 - New Personnel – Certified Staff:
Rory Kehoe, Custodian, Oneka Elementary, effective date: 11/17/08
 - New Personnel – Community Services:
Richard Chakolis, Youth Development/Enrichment Coordinator, effective date: 11/21/08
 - New Personnel – Certified Staff:
Caryn Bernier, ESL Teacher, Oneka Elementary, effective date: 11/10/08

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

- B. PUBLIC FORUM** - Jessica Nadeau, a South Campus student from Vadnais Heights, presented a petition opposing the upcoming change to a six-period day.

C. INFORMATION ITEM

Superintendent's Report – Dr. Lovett encouraged all to take advantage of the many wonderful music concerts taking place during December at our secondary and elementary schools. He congratulated those students who have been selected to attend the "Breakfast of Champions" at our secondary schools. Dr. Lovett also recognized the State Champion Boys' and Girls' Cross Country Teams. Team members, their coaches and parents were also recognized during a reception prior to tonight's Board meeting. Kindergarten Information Nights are coming after the first of the year. Please contact the District Center or check the District website for more information.

D. DISCUSSION ITEMS

1. Presentation of the June 30, 2008 Audit Report – Mr. Jim Eichten, a principal at MMKR Certified Public Accountants, presented the results of our audit for the year ending June 30, 2008. This included three major areas: Compliance, Financial Results through June 30, 2008 and Future Accounting and Reporting Updates. In summary, the District is finding itself in excellent financial health with a few concerns of which corrective action plans are in place. Of note are the issues of declining enrollment and the current economic conditions which will no doubt have an impact on the future financial picture of the District.
2. Presentation of the Financial Forecast 2009-14 – Mr. Pete Willcoxon, Executive Director of Business Services, presented the District's five-year financial forecast beginning with the 2009-2010 school year. The forecast encompassed enrollment projections and revenue and expenditure assumptions that will help the District determine the extent of program enhancements that could be made for the 2009-2010 school year and beyond. Mr. Willcoxon has recently revised the forecast to include a 0%, 0% increase from the State Legislature for the next two years, down from the original estimate of a 2%, 2% increase. In light of the recent economic turndown, these updated figures will likely be more realistic. It should be noted that this potential decrease in funding will have a significant negative impact on the dollars in our fund balance as well as those dollars available for our classrooms over the next five years.

E. OPERATIONAL ITEMS

1. Kimball motioned and Storey seconded to accept the June 30, 2008 Audit.
Roll call vote: Ayes – Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons. Nays none. Motion carried.
2. Parsons motioned and Hiniker seconded to approve the 2008 Payable 2009 Property Tax Levy. **Roll call vote: Ayes – Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons. Nays none. Motion carried.**
3. Hiniker motioned and Swanson seconded to approve the Investment Policy Statement.
Roll call vote: Ayes – Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons. Nays none. Motion carried.
4. Storey motioned and Newberg seconded to approve the recommendations for proposed Programmatic Adjustments and Improvements for the 2009-10 School Year. **Roll call**

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

5. Hiniker motioned and Newberg seconded to accept the grant from the Otto Bremer Foundation. *Roll call vote: Ayes – Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons. Nays none. Motion carried.*
6. Kimball motioned and Swanson seconded to approve the student teacher agreements with Saint Mary's University, Concordia University and Northwestern College. *Roll call vote: Ayes – Storey, Swanson, Hiniker, Kimball, Larson, Newberg, Parsons. Nays none. Motion carried.*

- F. BOARD FORUM** – Newberg congratulated the South Campus Ambassadors for organizing a group of students and adults who participated in the Thanksgiving Meals on Wheels program. They are to be commended for their excellent service on Thanksgiving Day. Swanson reminded the community that the White Bear Lake Area Educational Foundation's Holiday Angels program is still open for donations. While it is publicized to honor District staff it is also an opportunity to recognize any special person through a donation that will support children and families in our community. Parsons provided an update on the MSBA Delegate Assembly of which he is a delegate. Of note was the resounding support of the new Minnesota Miracle proposed legislation.
- G. ADJOURNMENT** - Newberg motioned and Larson seconded approval to adjourn the meeting at 8:32 p.m. *Voice vote: All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

AGENDA ITEM: Monthly Check Registers

MEETING DATE: January 12, 2009

SUGGESTED DISPOSITION: Consent Agenda

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

Background:

Enclosed in this packet are the monthly check registers for the previous period.

Recommendation:

Administration recommends that the Board approve the payments itemized in the check registers.

White Bear Lake Area Schools **Electronic Transfers - December**

	<u>12/15/2008</u>	<u>12/31/2008</u>
Direct Deposit 226984-228286	1,396,286.47	
U.S. Treasury (FICA, Medicare, withholding)	508,036.82	
MN State Income Tax	80,072.51	
WI State Income Tax	3,038.64	
PERA	80,134.70	
TRA	164,779.80	
White Bear Lake Teacher's Association	24,796.59	
Direct Deposit 228287-229608		1,435,724.91
U.S. Treasury (FICA, Medicare, withholding)		521,547.68
MN State Income Tax		82,487.73
WI State Income Tax		3,036.77
PERA		81,525.58
TRA		167,900.22
White Bear Lake Teacher's Association		24,844.99
Extended Day Association		685.80



Check Nbr	Vendor Name	Check Date	Check Amount
346460	AIG	12/29/2008	8,793.41
346461	AMERICAN FUNDS	12/29/2008	64,777.26
346462	AMERICAN UNITED LIFE	12/29/2008	40,154.02
346463	AMERIPRISE	12/29/2008	9,167.54
346464	AXA EQUITABLE	12/29/2008	5,927.51
346465	BARNES & NOBLE	12/29/2008	344.69
346466	CUB FOODS OF WHITE BEAR TWSHP	12/29/2008	429.91
346467	ECMC	12/29/2008	182.05
346468	EDUCATION MN ESI BILLING TRUST	12/29/2008	22,050.89
346469	FOLLETT LIBRARY RESOURCES	12/29/2008	630.22
346470	GENUINE PARTS COMPANY-MPLS (NA	12/29/2008	18.12
346471	HEALTHPARTNERS	12/29/2008	1,103,601.71
346472	ING LIFE INSURANCE & ANNUITY C	12/29/2008	1,061.41
346473	IUOE #70	12/29/2008	1,956.98
346474	Vendor Continued Check	12/29/2008	0.00
346475	JOHN DEERE LANDSCAPES	12/29/2008	5,103.90
346476	KOWALSKI'S MARKET	12/29/2008	330.80
346477	METROPOLITAN LIFE	12/29/2008	3,161.87
346478	MN CHILD SUPPORT	12/29/2008	2,089.75
346479	ORCHARD TRUST COMPANY	12/29/2008	4,319.21
346480	PITNEY BOWES PURCHASE POWER	12/29/2008	1,518.99
346481	RAUSCH,STURM, ISRAEL & HORNIK	12/29/2008	377.42
346482	THE ROSE LAW FIRM, PLLC	12/29/2008	37.93
346483	SAM'S CLUB	12/29/2008	297.38
346484	SCHOOL SERVICE EMPLOYEES	12/29/2008	5,563.92
346485	THRIVENT FINANCIAL FOR LUTHER	12/29/2008	125.00
346486	TIME FOR KIDS	12/29/2008	256.36
346487	UNITED STATES TREASURY	12/29/2008	78.79
346488	US DEPT OF EDUCATION	12/29/2008	260.28
346489	VANGUARD SECURITIES FUND	12/29/2008	15,131.86

30 Computer Check(s) For a Total of 1,297,749.18

Check Nbr	Vendor Name	Check Date	Check Amount
345910	SWEET, NIKKI	12/29/2008	250.00
1	Void	Check(s) For a Total of	250.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	30	Computer	Checks For a Total of	1,297,749.18
Total For	30	Manual, Wire Tran, ACH & Computer	Checks	1,297,749.18
Less	1	Voided	Checks For a Total of	250.00
		Net Amount		1,297,499.18

Check Nbr	Vendor Name	Check Date	Check Amount
346458	POSTMASTER	12/23/2008	3,000.00
346459	ROOF DEPOT	12/23/2008	120,120.00
2	Computer	Check(s) For a Total of	123,120.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	123,120.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	123,120.00
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		123,120.00

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
04	COMMUNITY SERVIC	0.00	0.00	3,000.00	3,000.00
05	CAPITAL EXPENDIT	0.00	0.00	120,120.00	120,120.00

Check Nbr	Vendor Name	Check Date	Check Amount
346458	POSTMASTER	12/23/2008	3,000.00
346459	ROOF DEPOT	12/23/2008	120,120.00
2	Computer	Check(s) For a Total of	123,120.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	123,120.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	123,120.00
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		123,120.00

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
04	COMMUNITY SERVIC	0.00	0.00	3,000.00	3,000.00
05	CAPITAL EXPENDIT	0.00	0.00	120,120.00	120,120.00

Check Nbr	Vendor Name	Check Date	Check Amount
346457	916 FOUNDATION	12/19/2008	200.00
1	Computer	Check(s) For a Total of	200.00

Check Nbr	Vendor Name	Check Date	Check Amount
341626	EAST METRO INTEGRATION ISD 606	12/19/2008	23,000.00
341893	EAST METRO INTEGRATION ISD 606	12/19/2008	7,000.00
2	Void	Check(s) For a Total of	30,000.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	200.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		200.00
Less	2	Voided	Checks For a Total of	30,000.00
		Net Amount		-29,800.00

Check Nbr	Vendor Name	Check Date	Check Amount
345989	A-1 HYDRAULIC SALES & SERVICE	12/18/2008	294.23
345990	AALFA FAMILY CLINIC	12/18/2008	171.00
345991	AARP DRIVER SAFETY PROGRAM	12/18/2008	220.00
345992	ABERCROMBIE, J H	12/18/2008	74.00
345993	ABILITATIONS	12/18/2008	155.69
345994	ACKERKNECHT CATHY	12/18/2008	157.95
345995	ADAMS, PAUL	12/18/2008	74.00
345996	ADAMS, RILEY	12/18/2008	74.00
345997	ADVANCED GRAPHIC SYSTEMS INC	12/18/2008	45.00
345998	ALL FOR KIDS	12/18/2008	1,694.00
345999	AMAZON	12/18/2008	1,596.59
346000	AMAZON	12/18/2008	185.47
346001	Vendor Continued Check	12/18/2008	0.00
346002	AMERIPRIDE SERVICES	12/18/2008	713.90
346003	ANIMAL SCIENCE GRADUATE CLUB	12/18/2008	70.00
346004	ANOKA TECHNICAL COLLEGE	12/18/2008	875.00
346005	APPLE COMPUTER INC	12/18/2008	238.90
346006	APPLIED ENVIRONMENTAL SCI INC	12/18/2008	389.08
346007	ARCAND, SUSAN	12/18/2008	47.00
346008	ASSOC FOR SUPERVISION & CURRIC	12/18/2008	408.00
346009	ASTLEFORD INTERNATIONAL TRUCKS	12/18/2008	21.34
346010	BAKKEN JUDY L	12/18/2008	26.00
346011	BANERDT BARBARA A	12/18/2008	286.05
346012	BARLOW, AARON	12/18/2008	103.00
346013	BARNETT CHRYSLER-JEEP	12/18/2008	265.02
346014	Vendor Continued Check	12/18/2008	0.00
346015	BARNES & NOBLE	12/18/2008	1,125.14
346016	BARNHART PERCUSSION SERVICES	12/18/2008	130.00
346017	BECKER JILL	12/18/2008	32.16
346018	BERGSTROM, ROBERT P	12/18/2008	50.94
346019	BERNARD FOOD INDUSTRIES INC	12/18/2008	218.68
346020	BETHEL UNIVERSITY SRC	12/18/2008	300.00
346021	BILL, MATT	12/18/2008	15.00
346022	BIOCLEAN MOBILE WASH INC	12/18/2008	501.55
346023	BISSONETTE ROBERT	12/18/2008	67.00
346024	BLANK SHIRTS	12/18/2008	170.67
346025	BRENK BARBARA ANN	12/18/2008	305.96
346026	BROOKSTONE	12/18/2008	119.95
346027	THE BUG COMPANY	12/18/2008	16.00
346028	BUREAU OF EDUCATION & RESEARCH	12/18/2008	965.00
346029	BUREAU OF EDUCATION & RESEARCH	12/18/2008	199.00
346030	CALCULATORS INC	12/18/2008	127.50
346031	CARLSON, CARRIE E	12/18/2008	195.21
346032	CARLSON, NANCY ANN	12/18/2008	629.10
346033	CARROT-TOP INDUSTRIES INC	12/18/2008	132.04
346034	CARSON-DELLOSA PUBLISHING CO I	12/18/2008	482.84
346035	CARTRIDGE CARE	12/18/2008	204.00
346036	CC STITCHERI	12/18/2008	154.00
346037	CDW GOVERNMENT INC	12/18/2008	1,561.00
346038	CENTURY RESOURCES INC	12/18/2008	1,651.05

Check Nbr	Vendor Name	Check Date	Check Amount
346039	THE CHILDREN'S THEATRE COMPANY	12/18/2008	774.75
346040	CHLEBECEK, ROGER J	12/18/2008	101.89
346041	CINTAS FIRST AID & SAFETY	12/18/2008	50.21
346042	CITI-CARGO & STORAGE CO INC	12/18/2008	210.00
346043	CJ DUFFY PAPER CO	12/18/2008	73.70
346044	CLASSROOMDIRECT	12/18/2008	279.96
346045	CM CONSTRUCTION COMPANY INC	12/18/2008	4,377.00
346046	COCA-COLA BOTTLING MIDWEST CO	12/18/2008	6,648.60
346047	COKER CLARENCE	12/18/2008	74.00
346048	COMMUNITY SERVICES & RECREATIO	12/18/2008	185.00
346049	CONTINENTAL CLAY CO	12/18/2008	954.00
346050	COPY IMAGES INC	12/18/2008	13,754.44
346051	Vendor Continued Check	12/18/2008	0.00
346052	COPY IMAGES INC	12/18/2008	3,688.38
346053	CORPORATE EXPRESS	12/18/2008	4,711.62
346054	CREA, CATHERINE	12/18/2008	135.00
346055	CUB FOODS OF WHITE BEAR TWSHP	12/18/2008	1,925.45
346056	CUB FOODS OF WOODBURY	12/18/2008	273.67
346057	CULLEN CRAIG	12/18/2008	90.09
346058	DAHL CHRISTINE	12/18/2008	60.98
346059	DAHLEM TERESA	12/18/2008	399.00
346060	DAHLINE, KEVIN F	12/18/2008	20.00
346061	Vendor Continued Check	12/18/2008	0.00
346062	DALCO CORPORATION	12/18/2008	3,989.47
346063	DARTS VMS INC	12/18/2008	1,223.49
346064	DECKER EQUIPMENT	12/18/2008	322.30
346065	DEEP ROCK WATER CO	12/18/2008	113.70
346066	DELLWO COLLEEN F	12/18/2008	293.84
346067	Vendor Continued Check	12/18/2008	0.00
346068	DELTA EDUCATION	12/18/2008	1,235.56
346069	DELTA DENTAL PLAN OF MN	12/18/2008	60,025.40
346070	DEMCO INC	12/18/2008	330.77
346071	Vendor Continued Check	12/18/2008	0.00
346072	Vendor Continued Check	12/18/2008	0.00
346073	Vendor Continued Check	12/18/2008	0.00
346074	DENNESON AUTO PARTS	12/18/2008	1,418.27
346075	DETTMER, BOB	12/18/2008	139.00
346076	DISH NETWORK	12/18/2008	197.75
346077	DOOR SERVICE COMPANY	12/18/2008	9,159.00
346078	DOUBLE J INC	12/18/2008	2,453.32
346079	DOUGLAS SANDRA L	12/18/2008	46.80
346080	E.L. REINHARDT COMPANY INC	12/18/2008	266.25
346081	EARLY CHILDHOOD PROGRAM	12/18/2008	25.00
346082	Vendor Continued Check	12/18/2008	0.00
346083	ECOLAB	12/18/2008	3,814.95
346084	EDWARD DON & COMPANY	12/18/2008	1,565.44
346085	EHLERT, JENNIFER	12/18/2008	42.00
346086	EIBS GRETCHEN	12/18/2008	118.87
346087	EISENBARTH JEANNE A	12/18/2008	100.00
346088	ELECTRONIC DESIGN CO	12/18/2008	48.00

Check Nbr	Vendor Name	Check Date	Check Amount
346089	ELLEFSON, JOANN	12/18/2008	67.00
346090	ENGSTRAN PAUL	12/18/2008	537.20
346091	ENVIROBATE METRO	12/18/2008	396.48
346092	ENVIRONMENTAL SYSTEMS RESEARCH	12/18/2008	250.00
346093	ESM INC	12/18/2008	72.95
346094	ESSENTIAL SKILLS SOFTWARE	12/18/2008	524.95
346095	ESSON ANN	12/18/2008	44.00
346096	ETA/CUISENAIRE	12/18/2008	113.58
346097	EVANS, JOHN	12/18/2008	700.00
346098	FACILITY OFFICE FURNITURE INC	12/18/2008	2,148.84
346099	FASTENATION INC	12/18/2008	106.04
346100	FERDIG, KELLY	12/18/2008	250.00
346101	FERRELLGAS	12/18/2008	148.70
346102	FESTIVAL FOODS-KNOWLAN'S	12/18/2008	1,634.07
346103	FINK AVIS	12/18/2008	40.00
346104	FIRSTGROUP AMERICA	12/18/2008	121,876.59
346105	FOLLETT EDUCATIONAL SERVICES	12/18/2008	39.99
346106	FOLLETT SOFTWARE COMPANY	12/18/2008	88.91
346107	FOREIGN CANDY COMPANY INC	12/18/2008	250.56
346108	FOSTER, DALE	12/18/2008	139.00
346109	FRATTALONES HARDWARE STORES	12/18/2008	319.58
346110	FRENCH, ROGER F	12/18/2008	79.20
346111	FROGNER JANINE	12/18/2008	39.13
346112	G&K SERVICES	12/18/2008	215.37
346113	G&K SERVICES	12/18/2008	231.92
346114	GALLAGHERS NORTHWESTERN TIRE C	12/18/2008	1,243.30
346115	GALYON, AMY R	12/18/2008	35.45
346116	GARDEN & ASSOCIATES INC	12/18/2008	70.00
346117	GE MONEY BANK	12/18/2008	394.88
346118	GE MONEY BANK	12/18/2008	129.84
346119	GENERAL PARTS LLC	12/18/2008	136.38
346120	GOLDCOM INC	12/18/2008	930.13
346121	GOPHER SPORT	12/18/2008	3,092.25
346122	GRADY LORI J	12/18/2008	107.05
346123	Vendor Continued Check	12/18/2008	0.00
346124	GRAINGER	12/18/2008	978.70
346125	GREENLIGHT FOR LEARNING LLC	12/18/2008	712.80
346126	GROCHOWSKI RICHARD A	12/18/2008	100.00
346127	GROTH MUSIC CO	12/18/2008	162.07
346128	GULLICK, DANIEL E	12/18/2008	42.12
346129	H BROOKS & COMPANY	12/18/2008	842.75
346130	HAFNER LORI	12/18/2008	30.00
346131	HAGESTUEN, FAITH M	12/18/2008	156.00
346132	HALDEMAN HOMME INC	12/18/2008	816.00
346133	HALLBERG ENGINEERING	12/18/2008	22,354.41
346134	HANDWRITING WITHOUT TEARS	12/18/2008	268.13
346135	HANDWRITING WITHOUT TEARS	12/18/2008	776.38
346136	HANKINS RYAN	12/18/2008	330.00
346137	HARNISCH, JENNIFER KRISTI	12/18/2008	55.55
346138	HAUTMAN, CHRISTOPHER M	12/18/2008	890.94

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346139	HEALY JASON	12/18/2008	623.00
346140	HEIDRICK TOM	12/18/2008	74.00
346141	HEINEMANN-RAINTREE	12/18/2008	185.76
346142	HEIT, JENNIFER	12/18/2008	250.00
346143	HENSLEY, ANGELA	12/18/2008	70.00
346144	HIGHSMITH	12/18/2008	104.02
346145	HILLYARD INC MINNEAPOLIS	12/18/2008	158.09
346146	HINES, PAUL T	12/18/2008	285.00
346147	HOANG, CONG	12/18/2008	180.00
346148	HOFF ERIN	12/18/2008	40.12
346149	HOFFMAN, BIANCA	12/18/2008	55.00
346150	Vendor Continued Check	12/18/2008	0.00
346151	Vendor Continued Check	12/18/2008	0.00
346152	HOGLUND BUS COMPANY	12/18/2008	2,357.62
346153	HOUGHTON MIFFLIN COMPANY LLC	12/18/2008	262.65
346154	HOULE, TOM	12/18/2008	67.00
346155	HSBC BUSINESS SOLUTIONS	12/18/2008	410.75
346156	HUGO MILL OUTDOOR POWER	12/18/2008	1,614.96
346157	HURRY DENISE	12/18/2008	48.55
346158	INDEPENDENT LIVING AIDS	12/18/2008	630.95
346159	INNOVATIVE OFFICE SOLUTIONS	12/18/2008	5,586.41
346160	INSTITUTE FOR MULTI SENSORY ED	12/18/2008	130.41
346161	INSTITUTE OF INTERNATIONAL EDU	12/18/2008	300.00
346162	INTEGRA TELECOM	12/18/2008	861.93
346163	INTERSTATE POWERSYSTEMS	12/18/2008	139.58
346164	J & R SCHOOL SUPPLIES	12/18/2008	625.85
346165	JENSEN, KEVIN	12/18/2008	99.00
346166	JESSICA KINGSLEY PUBLISHERS	12/18/2008	65.00
346167	JOHNSON, ANDY	12/18/2008	99.00
346168	JOHNSON DAVID	12/18/2008	99.95
346169	JOHNSON, SADIE R	12/18/2008	32.41
346170	JORGENSEN AMY	12/18/2008	1,445.79
346171	KAHLER CHERYL	12/18/2008	67.00
346172	KARLSBURGER FOODS INC	12/18/2008	125.25
346173	KASS DONA	12/18/2008	200.07
346174	KATH COMPANIES	12/18/2008	814.12
346175	KEA INC	12/18/2008	1,335.20
346176	KELLEY DEBRA	12/18/2008	117.21
346177	KEY CURRICULUM PRESS	12/18/2008	1,323.90
346178	KINDLIEN, CYNTHIA J	12/18/2008	90.79
346179	KING, LARRY	12/18/2008	67.00
346180	KIRKHAM, JENNIFER KD	12/18/2008	240.00
346181	KITTELSON LOU ANN	12/18/2008	50.90
346182	KLOOS, JIM	12/18/2008	24.21
346183	KNOWBUDDY RESOURCES	12/18/2008	197.35
346184	KNUTSON CRAIGE L	12/18/2008	20.00
346185	KNUTSON FLYNN & DEANS PA	12/18/2008	3,560.00
346186	KOBIELUSH, SAMUEL	12/18/2008	74.00
346187	KOCH TOM	12/18/2008	71.00
346188	KOECKERITZ JEANNE	12/18/2008	117.75

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346189	KOVACICH DAN	12/18/2008	25.31
346190	KOWALSKI'S MARKET	12/18/2008	123.17
346191	KRALEWSKI, MARIANA	12/18/2008	90.00
346192	KRAUS ANDERSON CONSTRUCTION CO	12/18/2008	19,272.14
346193	KRONSCHNABEL WILLIAM M	12/18/2008	71.00
346194	KRUSEMARK, CARY L	12/18/2008	199.00
346195	KULLY SUPPLY COMPANY	12/18/2008	657.99
346196	KUPFERSCHMIDT ROBERT	12/18/2008	50.00
346197	LAKESHORE LEARNING MATERIALS	12/18/2008	2,958.98
346198	LANGUAGE LINE SERVICES	12/18/2008	117.42
346199	LARSEN, CHUCK	12/18/2008	200.00
346200	LAUER, DAVID	12/18/2008	103.00
346201	LAW, DAVID W	12/18/2008	659.16
346202	LAWSON PRODUCTS INC	12/18/2008	353.46
346203	LEONARD BRIAN	12/18/2008	240.00
346204	LIBRARY STORE INC	12/18/2008	151.90
346205	LINCOLN ELEMENTARY SCHOOL	12/18/2008	120.00
346206	LOFFLER COMPANIES INC	12/18/2008	361.82
346207	LOUNSBERRY, CAROLYN R	12/18/2008	83.85
346208	LUNDBERG, DIANA	12/18/2008	149.00
346209	MACDONALD RUBY M	12/18/2008	166.12
346210	MACKIN LIBRARY MEDIA	12/18/2008	383.31
346211	MAD SCIENCE OF MINNESOTA	12/18/2008	8,256.00
346212	MADISON NATIONAL LIFE INS CO I	12/18/2008	54,805.79
346213	MAHONEY SUSAN	12/18/2008	60.00
346214	MALLOY/MONTAGUE/KARNOWSKI & CO	12/18/2008	5,100.00
346215	MALMBORGS INC	12/18/2008	1,807.10
346216	MALWITZ ANN	12/18/2008	1,025.44
346217	MAPLE, DAWN M	12/18/2008	134.84
346218	MARES, NORMAN HARRY	12/18/2008	420.10
346219	MARSHALL, PAUL	12/18/2008	103.00
346220	MARTINSON ANDREW	12/18/2008	61.00
346221	MASA	12/18/2008	1,075.00
346222	MAYER, ANTHONY G	12/18/2008	45.05
346223	MCCALL MAUREEN E	12/18/2008	94.21
346224	MC DONOUGH'S WATERJETTING AND	12/18/2008	1,080.00
346225	MCDUGALL, MERLE R	12/18/2008	32.61
346226	MCGRAW TIM	12/18/2008	67.39
346227	MCKEE FOODS CORPORATION	12/18/2008	480.00
346228	MCTMAHON MARGARET	12/18/2008	40.00
346229	MEADOWS, LESLIE	12/18/2008	15.00
346230	MEDICAL TECHNOLOGIES	12/18/2008	206.46
346231	MEDTOX LABORATORIES	12/18/2008	1,144.42
346232	MERCURY OFFICE SUPPLY	12/18/2008	131.55
346233	MERZER SHEILA M.A.	12/18/2008	150.00
346234	METRO ECSU	12/18/2008	245.00
346235	METRO ECSU	12/18/2008	120.00
346236	MEUWISSEN PAUL	12/18/2008	109.24
346237	MEYER, SAMANTHA	12/18/2008	61.34
346238	MICHAEL BASICH INC	12/18/2008	8,350.00

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346239	MIDWEST BUS PARTS INC	12/18/2008	859.20
346240	MIDWEST TECHNOLOGY PRODUCTS	12/18/2008	208.68
346241	MN ASSOC OF SECONDARY SCHOOL P	12/18/2008	75.00
346242	MN CERAMIC SUPPLY	12/18/2008	24.52
346243	MN ELEMENTARY SCH PRIN ASSOC	12/18/2008	464.00
346244	MN ELEVATOR INC	12/18/2008	258.31
346245	MN HISTORICAL SOCIETY	12/18/2008	100.00
346246	MN ICE ARENA MANAGERS ASSOC	12/18/2008	140.00
346247	MN JEWISH THEATRE CO	12/18/2008	984.00
346248	MN ORCHESTRA	12/18/2008	192.00
346249	MN ORFF CHAPTER	12/18/2008	100.00
346250	MN REC & PARK ASSN (MRPA)	12/18/2008	100.00
346251	MN YOUTH ATHLETIC SERVICES	12/18/2008	1,044.00
346252	MOBILE RADIO ENGINEERING INC	12/18/2008	353.19
346253	MOEHRLE, MARY	12/18/2008	15.00
346254	MOREHEAD NAOMI	12/18/2008	28.08
346255	MOULTON DAVID, PIANO TECHNICIA	12/18/2008	190.00
346256	MP NEXLEVEL LLC	12/18/2008	97.50
346257	MULTI-SOURCE CONSULTANT LLC	12/18/2008	312.00
346258	MURPHY LYNNE	12/18/2008	270.00
346259	MUSIC CONNECTION INC	12/18/2008	195.00
346260	MUSSER BEVERLY	12/18/2008	56.56
346261	NARDINI FIRE EQUIPMENT CO INC	12/18/2008	6,019.00
346262	NASVIK CRAIG S	12/18/2008	184.28
346263	NASVIK JULIE	12/18/2008	27.73
346264	NATL AT-RISK EDUC NETWORK	12/18/2008	460.00
346265	NATL COUNCIL OF TEACHERS OF MA	12/18/2008	135.00
346266	NATL CREDIT AUDIT CORP	12/18/2008	39.00
346267	NATL ORGANIZATION SERVICE INC	12/18/2008	27.10
346268	NELCO	12/18/2008	562.70
346269	NESVIG PAUL	12/18/2008	67.00
346270	NORTH CENTRAL TRUCK EQUIPMENT	12/18/2008	348.18
346271	NORTHLAND MECHANICAL CONTRACTO	12/18/2008	2,991.10
346272	NORTHWEST CAMERA & VIDEO	12/18/2008	150.00
346273	NOW CARE MEDICAL CENTERS	12/18/2008	576.00
346274	NOW MICRO INC	12/18/2008	66.00
346275	NOWAK, JEFFREY W	12/18/2008	41.51
346276	O'GRADY CATHY	12/18/2008	262.89
346277	Vendor Continued Check	12/18/2008	0.00
346278	OFFICE DEPOT	12/18/2008	941.09
346279	OLD DUTCH FOODS INC	12/18/2008	1,524.60
346280	OLSON MARK	12/18/2008	61.06
346281	ORANGE TREE EMPLOYMENT SCREENI	12/18/2008	582.75
346282	ORIENTAL TRADING CO INC	12/18/2008	108.88
346283	ORKIN INC	12/18/2008	121.46
346284	ORZOLEK PH.D., DOUGLAS C	12/18/2008	75.00
346285	OSTERBAUER, TODD E	12/18/2008	123.75
346286	OXYGEN SERVICE CO INC	12/18/2008	28.50
346287	PALOS SPORTS	12/18/2008	91.83
346288	PAMS LUNCHROOM LLC	12/18/2008	2,998.33

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346289	PAN-O-GOLD	12/18/2008	2,620.63
346290	PARTS NOW ! LLC	12/18/2008	188.20
346291	PATHS OF PEACH LABYRINTHS	12/18/2008	570.00
346292	Vendor Continued Check	12/18/2008	0.00
346293	PEARSON MECHANICAL SERVICES IN	12/18/2008	61,329.70
346294	PEARSON EDUCATION	12/18/2008	25.20
346295	PETERSON, BETSY J	12/18/2008	703.30
346296	PETERSON REBECCA	12/18/2008	199.00
346297	PETTY CASH	12/18/2008	100.73
346298	PETTY CASH	12/18/2008	593.74
346299	PHETTEPLACE WANDA	12/18/2008	53.82
346300	PHI DELTA KAPPA INTL	12/18/2008	90.00
346301	PHILIP PATRICIA	12/18/2008	126.00
346302	PIERSON, CATHERINE A	12/18/2008	43.29
346303	PINNOW PAIGE	12/18/2008	274.44
346304	PITMAN PETER	12/18/2008	858.41
346305	PITNEY BOWES INC	12/18/2008	17.95
346306	PLANA CHRISTINE M	12/18/2008	66.07
346307	PLASTER MARK A	12/18/2008	98.28
346308	POLAR CHEVROLET MAZDA	12/18/2008	33.60
346309	PORT, DOSHO	12/18/2008	251.50
346310	POSTMASTER	12/18/2008	210.00
346311	POSTMASTER	12/18/2008	84.00
346312	POSTMASTER	12/18/2008	659.17
346313	POSTMASTER	12/18/2008	2,675.00
346314	PRESS PUBLICATIONS	12/18/2008	68.80
346315	PRESSELLER TRACY	12/18/2008	40.00
346316	PREVENTION PARTNERS	12/18/2008	18.90
346317	PRISSEL, JESSIE L	12/18/2008	57.24
346318	QSP INC	12/18/2008	5,583.32
346319	QUEST EDUCATIONAL SERVICES	12/18/2008	175.00
346320	R & R SPECIALTIES INC	12/18/2008	31.50
346321	RADISSON PLAZA HOTEL	12/18/2008	197.58
346322	RAMSEY COUNTY	12/18/2008	1,211.04
346323	RAMSEY COUNTY PARKS/REC DEPT	12/18/2008	300.00
346324	RASMUSSEN, JEAN H	12/18/2008	267.20
346325	REALLY GOOD STUFF INC	12/18/2008	65.25
346326	REASON	12/18/2008	115.00
346327	REITAN PIANO SERVICE	12/18/2008	305.00
346328	RENAISSANCE LEARNING INC	12/18/2008	358.80
346329	RENAISSANCE LEARNING	12/18/2008	156.39
346330	RENAISSANCE LEARNING	12/18/2008	249.00
346331	RETROFIT COMPANIES INC	12/18/2008	811.61
346332	RIEHM SCOTT	12/18/2008	74.00
346333	RITTENHOUSE PAULA	12/18/2008	279.52
346334	ROCKFORD JEREMY	12/18/2008	228.00
346335	RODRIGUEZ, TONY R	12/18/2008	67.00
346336	ROOF SPEC INC	12/18/2008	300.00
346337	ROSGA DAVID	12/18/2008	67.00
346338	ROSGA, STEVE	12/18/2008	67.00

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346339	ROSSBACH PATRICIA	12/18/2008	126.28
346340	ROY C, INC	12/18/2008	110.80
346341	RUDDYS RENTAL EQUIPMENT	12/18/2008	39.84
346342	S & T OFFICE PRODUCTS INC	12/18/2008	324.06
346343	SAFEWAY DRIVING SCHOOL	12/18/2008	5,890.00
346344	SAM'S CLUB	12/18/2008	61.68
346345	SAM'S CLUB	12/18/2008	76.35
346346	SAM'S CLUB	12/18/2008	136.55
346347	SAM'S CLUB #6309	12/18/2008	35.00
346348	SAMUELSON SUE	12/18/2008	70.00
346349	SANTILLANA USA	12/18/2008	10.48
346350	SAX ARTS & CRAFTS	12/18/2008	326.05
346351	SCAN AIR FILTER INC	12/18/2008	833.87
346352	SCHARBER & SONS	12/18/2008	31,340.00
346353	SCHMIDT NOEL	12/18/2008	1,774.11
346354	SCHNEIDER STEVEN	12/18/2008	67.00
346355	SCHOLASTIC BOOK FAIRS - 17	12/18/2008	3,155.53
346356	SCHOLASTIC INC	12/18/2008	211.42
346357	SCHOLASTIC INC	12/18/2008	225.63
346358	SCHOOL PROJECT	12/18/2008	1,827.60
346359	SCHOOL SPECIALTY SUPPLY	12/18/2008	424.24
346360	SCHOOL SPECIALTY SCIENCE	12/18/2008	1,539.40
346361	SCHROEDER MILK CO INC	12/18/2008	16,413.75
346362	SCOPE SHOPPE INC	12/18/2008	500.00
346363	SEARS COMMERCIAL ONE	12/18/2008	544.97
346364	SECOND HARVEST FARM CENTRAL	12/18/2008	531.00
346365	SECURITAS SEC SVCS USA INC	12/18/2008	1,324.80
346366	SEEVER GRAY	12/18/2008	260.00
346367	SEHR DEBRA	12/18/2008	46.80
346368	SENTRY SYSTEMS INC	12/18/2008	1,840.00
346369	SEXTON PRINTING	12/18/2008	92.00
346370	SHAFER TERESA	12/18/2008	166.74
346371	SHAWBOLD DEAN	12/18/2008	227.45
346372	SHIE JEFFREY R	12/18/2008	248.00
346373	SHIELDS, ROB	12/18/2008	240.00
346374	SIEBENALER, KEVIN R	12/18/2008	55.57
346375	SIMPLEXGRINNELL LP	12/18/2008	2,390.75
346376	SLONIKER, BILL	12/18/2008	67.00
346377	SMITH, RALPH	12/18/2008	15.00
346378	SNAP ON TOOLS	12/18/2008	99.21
346379	SNEDEN, JENNIFER	12/18/2008	70.00
346380	SOLDINI, MARIANA	12/18/2008	600.00
346381	SOLEM JACK	12/18/2008	618.34
346382	SOLHEIM, KARI L	12/18/2008	335.00
346383	SOUTHWEST PREFERRED FINISHING	12/18/2008	237.50
346384	SPANISH SPECIALISTS AND CONSUL	12/18/2008	95.00
346385	ST JOHNS UNIVERSITY	12/18/2008	75.00
346386	ST MARY OF THE LAKE SCHOOL	12/18/2008	1,800.00
346387	ST PAUL LINOLEUM AND CARPET CO	12/18/2008	3,984.00
346388	ST PIUS X HOLY FAMILY SCHOOL	12/18/2008	555.00

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346389	STANKEY JAN	12/18/2008	353.37
346390	STATE SUPPLY CO	12/18/2008	616.57
346391	STEADLAND KEITH	12/18/2008	47.84
346392	STIRLING CONNIE	12/18/2008	49.95
346393	STOFFEL JAMES E	12/18/2008	89.85
346394	STORKAMP ROGER LAWRENCE	12/18/2008	1,300.08
346395	STRINGER BUSINESS SYSTEMS INC	12/18/2008	150.00
346396	STROBEL MARSHA	12/18/2008	197.15
346397	SUNBURST VISUAL MEDIA	12/18/2008	135.00
346398	SWITZER, LISA MARIE	12/18/2008	95.75
346399	SYSTOR SYSTEMS INC	12/18/2008	270.00
346400	TA SCHIFSKY & SONS INC	12/18/2008	31,829.00
346401	TAHER INC	12/18/2008	1,687.76
346402	TDS METROCOM - MN	12/18/2008	6,872.40
346403	TEXTOL SYSTEMS INC	12/18/2008	60.87
346404	THELEN JILL ANNE	12/18/2008	240.00
346405	THOM, NANCY L	12/18/2008	25.00
346406	THOMAS, URSULA FRANCES	12/18/2008	33.60
346407	Vendor Continued Check	12/18/2008	0.00
346408	Vendor Continued Check	12/18/2008	0.00
346409	TIERNEY BROTHERS INC	12/18/2008	136,458.14
346410	TILTON BRUCE	12/18/2008	124.00
346411	TIME FOR KIDS	12/18/2008	447.19
346412	TRANS-MISSISSIPPI BIO SUPPLY	12/18/2008	228.85
346413	TROLLHAUGEN	12/18/2008	3,584.00
346414	TRUCK UTILITIES MFG CO	12/18/2008	53.64
346415	TURNER, RASHAD A	12/18/2008	403.44
346416	TWIN CITY JANITOR SUPPLY CO	12/18/2008	606.50
346417	TWIN PINES IMPRINTING	12/18/2008	5,943.32
346418	UNIVERSITY OF MINNESOTA	12/18/2008	4,147.00
346419	UPSTART	12/18/2008	31.94
346420	USSELMAN, LEAH T	12/18/2008	74.59
346421	VACATION SPORTS	12/18/2008	234.00
346422	VAIL, ANNE B	12/18/2008	56.47
346423	VENKATARAMAN, SHUBA	12/18/2008	80.00
346424	VERIZON WIRELESS	12/18/2008	7.87
346425	VETTE, MARISA AA	12/18/2008	39.83
346426	VIKING ELECTRIC SUPPLY	12/18/2008	7,892.51
346427	VIKING INDUSTRIAL CENTER	12/18/2008	662.35
346428	VIRCO INC	12/18/2008	3,555.60
346429	WARESDIRECT.COM	12/18/2008	672.08
346430	WARNER, GENE	12/18/2008	74.00
346431	WASTE MANAGEMENT BLAINE	12/18/2008	925.96
346432	WATSON, MIYUKI	12/18/2008	25.00
346433	WATTERS LAURA J	12/18/2008	192.00
346434	WHITE BEAR DODGE	12/18/2008	60.04
346435	WHITE BEAR GLASS INC	12/18/2008	479.28
346436	WHITE BEAR LOCKSMITH INC	12/18/2008	70.13
346437	WHITE BEAR TOWNSHIP	12/18/2008	10,867.83
346438	WHITE BEAR LAKE (CITY OF)	12/18/2008	22,444.58

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346439	WHITE BEAR LAKE (CITY OF)	12/18/2008	4,938.75
346440	WBLA EDUCATIONAL FOUNDATION	12/18/2008	75.53
346441	WET PAINT	12/18/2008	621.30
346442	WHITE LOU	12/18/2008	67.00
346443	WICKLAND, STEPHANIE	12/18/2008	375.00
346444	WILCOX, RICHARD L	12/18/2008	117.58
346445	WILLCOXON PETE JR	12/18/2008	497.70
346446	WILLIAM V MACGILL & CO	12/18/2008	40.55
346447	WILLOW LANE PTA	12/18/2008	770.00
346448	WIMER, MARY KATHRYN	12/18/2008	120.00
346449	WITTFITT LLC	12/18/2008	1,110.00
346450	WORLD BOOK INC	12/18/2008	1,167.00
346451	XCEL ENERGY	12/18/2008	2,087.03
346452	XEROX CORPORATION	12/18/2008	133.42
346453	YANG-XIONG MALIA	12/18/2008	63.23
346454	YOUNG AUDIENCES OF MINNESOTA	12/18/2008	912.93
346455	YOUTH SERVICES INTERNATIONAL	12/18/2008	1,476.00
346456	ZUFALL KARLY	12/18/2008	71.00

468	Computer	Check(s) For a Total of	894,207.92
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Check Nbr	Vendor Name	Check Date	Check Amount
342207	YOUTH SERVICE BUREAU INC	12/18/2008	1,804.00
344670	MEADOWS, LESLIE	12/18/2008	15.00
2	Void	Check(s) For a Total of	1,819.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	468	Computer	Checks For a Total of	894,207.92
Total For	468	Manual, Wire Tran, ACH & Computer	Checks	894,207.92
Less	2	Voided	Checks For a Total of	1,819.00
			Net Amount	892,388.92



Check Nbr	Vendor Name	Check Date	Check Amount
345954	AIG	12/09/2008	8,793.41
345955	AMERICAN CENTURY INVESTMENT	12/09/2008	383.34
345956	AMERICAN FUNDS	12/09/2008	62,964.62
345957	AMERICAN UNITED LIFE	12/09/2008	40,075.07
345958	AMERIPRISE	12/09/2008	9,142.54
345959	AXA EQUITABLE	12/09/2008	6,135.50
345960	CITISTREET / COPELAND	12/09/2008	567.54
345961	ECMC	12/09/2008	182.05
345962	EDUCATION MN ESI BILLING TRUST	12/09/2008	21,844.17
345963	FIDELITY INVESTMENTS	12/09/2008	2,852.99
345964	FRANKLIN LIFE INSURANCE	12/09/2008	100.00
345965	HORACE MANN COMPANIES	12/09/2008	325.00
345966	ING LIFE INSURANCE & ANNUITY C	12/09/2008	1,233.07
345967	IUOE #70	12/09/2008	1,956.98
345968	MCGRAW-HILL COMPANIES	12/09/2008	33.95
345969	MET LIFE OF CONNECTICUT	12/09/2008	225.00
345970	METROPOLITAN LIFE	12/09/2008	3,161.87
345971	MN CHILD SUPPORT	12/09/2008	2,089.75
345972	NEW ENGLAND FINANCIAL	12/09/2008	40.00
345973	ORCHARD TRUST COMPANY	12/09/2008	4,215.05
345974	PITNEY BOWES PURCHASE POWER	12/09/2008	1,063.51
345975	PUTNAM INVESTMENTS	12/09/2008	262.50
345976	RAUSCH,STURM, ISRAEL & HORNIK	12/09/2008	377.42
345977	THE ROSE LAW FIRM, PLLC	12/09/2008	37.93
345978	SAM'S CLUB	12/09/2008	278.88
345979	SAM'S CLUB	12/09/2008	776.50
345980	SCHOOL SERVICE EMPLOYEES	12/09/2008	5,563.92
345981	STUDY ISLAND	12/09/2008	1,896.00
345982	T ROWE PRICE FUNDS	12/09/2008	233.33
345983	THRIVENT FINANCIAL FOR LUTHER	12/09/2008	1,401.82
345984	UNITED STATES TREASURY	12/09/2008	78.79
345985	US DEPT OF EDUCATION	12/09/2008	260.28
345986	VANGUARD SECURITIES FUND	12/09/2008	13,141.36
345987	WADDELL AND REED INC	12/09/2008	429.38
345988	WHITE BEAR SHOPPING CTR INC	12/09/2008	3,235.00
35	Computer	Check(s) For a Total of	195,358.52

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	35	Computer	Checks For a Total of	195,358.52
Total For	35	Manual, Wire Tran, ACH & Computer	Checks	195,358.52
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		195,358.52

Check Nbr	Vendor Name	Check Date	Check Amount
345604	1ST LINE/LEEWES VENTURES LLC	12/04/2008	691.96
345605	AARP DRIVER SAFETY PROGRAM	12/04/2008	340.00
345606	ABBOTT PAINT & CARPET CO	12/04/2008	37.49
345607	ABEE INC	12/04/2008	2,815.00
345608	ABILITATIONS	12/04/2008	189.94
345609	ABILITATIONS	12/04/2008	434.48
345610	AHLBERG, NORMA CLARENE	12/04/2008	783.00
345611	ALBERS MECHANICAL SERVICE INC	12/04/2008	540.00
345612	ALPHA VIDEO & AUDIO INC	12/04/2008	194.00
345613	AMAZON	12/04/2008	39.99
345614	AMAZON	12/04/2008	29.43
345615	AMERICAN MESSAGING	12/04/2008	196.32
345616	AMERIPRIDE	12/04/2008	53.25
345617	APPLE COMPUTER INC	12/04/2008	965.10
345618	APPLIED ENVIRONMENTAL SCI INC	12/04/2008	749.64
345619	AREA LEARNING CENTER (ALC)	12/04/2008	490.00
345620	ASSOC FOR SUPERVISION & CURRIC	12/04/2008	419.88
345621	AT & T MOBILITY	12/04/2008	1,412.81
345622	BAILEY LUANN	12/04/2008	40.62
345623	BAKKEN DENISE	12/04/2008	33.12
345624	BARNES & NOBLE	12/04/2008	623.30
345625	BARTHOLD	12/04/2008	643.50
345626	BEAR PATCH QUILTING CO	12/04/2008	760.00
345627	BERNARD FOOD INDUSTRIES INC	12/04/2008	2,818.86
345628	BERNIER, CARYN S	12/04/2008	181.10
345629	BIX PRODUCE COMPANY INC	12/04/2008	6,921.89
345630	BLICK ART MATERIALS	12/04/2008	79.03
345631	NADIA LILY SANCHEZ BONITA	12/04/2008	400.00
345632	BONNGARD, JENNIE	12/04/2008	6.00
345633	BRYAN ROCK PRODUCTS	12/04/2008	572.38
345634	BUREAU OF EDUCATION & RESEARCH	12/04/2008	199.00
345635	Vendor Continued Check	12/04/2008	0.00
345636	BUREAU OF EDUCATION & RESEARCH	12/04/2008	1,562.00
345637	BURKE ERIN	12/04/2008	39.78
345638	CARLSON KARL	12/04/2008	50.00
345639	CAROLINA BIOLOGICAL SUPPLY	12/04/2008	45.33
345640	CDW GOVERNMENT INC	12/04/2008	4,077.08
345641	CENTURY RESOURCES INC	12/04/2008	3,634.70
345642	CERTIFIED LABORATORIES	12/04/2008	498.92
345643	CHARBONNEAU, DAVID	12/04/2008	45.00
345644	THE CHILDREN'S THEATRE COMPANY	12/04/2008	1,572.75
345645	THE CHILDREN'S THEATRE COMPANY	12/04/2008	1,446.00
345646	Vendor Continued Check	12/04/2008	0.00
345647	Vendor Continued Check	12/04/2008	0.00
345648	Vendor Continued Check	12/04/2008	0.00
345649	CINTAS FIRST AID & SAFETY	12/04/2008	1,422.32
345650	CIRCUIT ELECTRONICS / NOW MICR	12/04/2008	376.26
345651	CITI-CARGO & STORAGE CO INC	12/04/2008	75.00
345652	COFFEY, DARLENE	12/04/2008	12.15
345653	THE COLLEGE BOARD MWRO	12/04/2008	175.00

Check Nbr	Vendor Name	Check Date	Check Amount
345654	COMCAST	12/04/2008	5.26
345655	COMSTOCK & SONS INC	12/04/2008	820.00
345656	CONSTRUCTION SUPPLY INC	12/04/2008	445.00
345657	CONTINENTAL CLAY CO	12/04/2008	38.00
345658	CONTINENTAL RESEARCH CORP	12/04/2008	333.58
345659	COOKIETREE INC	12/04/2008	3,355.10
345660	COPY IMAGES INC	12/04/2008	7,535.54
345661	Vendor Continued Check	12/04/2008	0.00
345662	COPY IMAGES INC	12/04/2008	753.30
345663	CRYSTAL PRODUCTIONS	12/04/2008	49.90
345664	CTB INC	12/04/2008	757.00
345665	CUSTOM REFRIGERATION	12/04/2008	468.00
345666	DAHL CHRISTINE	12/04/2008	30.00
345667	DAHLEM TERESA	12/04/2008	285.00
345668	Vendor Continued Check	12/04/2008	0.00
345669	Vendor Continued Check	12/04/2008	0.00
345670	Vendor Continued Check	12/04/2008	0.00
345671	Vendor Continued Check	12/04/2008	0.00
345672	DALCO CORPORATION	12/04/2008	12,035.52
345673	DANIELSON, BILL	12/04/2008	71.00
345674	DAYDOTS	12/04/2008	117.53
345675	DELTA	12/04/2008	181.82
345676	DELTA DENTAL PLAN OF MN	12/04/2008	60,306.10
345677	DEMCO INC	12/04/2008	45.69
345678	DERAAD MAX D	12/04/2008	1,000.00
345679	DESTACHE DAN	12/04/2008	123.79
345680	DIVERSIFIED SNACK DISTRIBUTION	12/04/2008	6,974.05
345681	DOMINOS PIZZA	12/04/2008	28.99
345682	DOOR SERVICE COMPANY	12/04/2008	5,463.00
345683	DW WRESTLING PRODUCTS	12/04/2008	529.40
345684	DYNAMIC LEARNER CONSULTING INC	12/04/2008	5,400.00
345685	E.L. REINHARDT COMPANY INC	12/04/2008	1,164.34
345686	EBSCO SUBSCRIPTION SERVICES	12/04/2008	16.50
345687	EDUCATION TO GO	12/04/2008	57.25
345688	EMEDCO COMPANY INC	12/04/2008	557.63
345689	ENGSTRAN PAUL	12/04/2008	40.00
345690	EPA AUDIO VISUAL INC	12/04/2008	1,073.50
345691	ERICKSON CAMILLE	12/04/2008	69.08
345692	ESKOW LYNN	12/04/2008	70.28
345693	EVAN-MOOR	12/04/2008	17.99
345694	FASTENAL COMPANY	12/04/2008	1,305.09
345695	FEDEX	12/04/2008	98.02
345696	FEHRENBACH, ANTON	12/04/2008	103.00
345697	FERRELLGAS	12/04/2008	182.03
345698	FERRON ELAINE	12/04/2008	29.05
345699	FESTIVAL FOODS-KNOWLAN'S	12/04/2008	136.11
345700	FIRSTGROUP AMERICA	12/04/2008	8,902.11
345701	FITCH, KATHLEEN K	12/04/2008	1,360.95
345702	FLACK, KATHRYN	12/04/2008	62.60
345703	FLORAL TRUNK & GIFTS	12/04/2008	35.95

Check Nbr	Vendor Name	Check Date	Check Amount
345704	FLORIDA MICRO LLC	12/04/2008	440.00
345705	FREMONT INDUSTRIES INC	12/04/2008	439.59
345706	FRUCHI	12/04/2008	120.00
345707	G&K SERVICES	12/04/2008	79.80
345708	GALLAGHERS NORTHWESTERN TIRE C	12/04/2008	1,274.70
345709	GARDEN & ASSOCIATES INC	12/04/2008	70.00
345710	GARDNER-RANSOM, FRANK S	12/04/2008	400.00
345711	GE MONEY BANK	12/04/2008	36.85
345712	GOETTE, DONNA M	12/04/2008	18.45
345713	GOLDCOM INC	12/04/2008	146.75
345714	GOPHER STAGE LIGHTING	12/04/2008	1,022.50
345715	GOVT FINANCE OFFICERS ASSOC	12/04/2008	275.00
345716	Vendor Continued Check	12/04/2008	0.00
345717	GRAINGER	12/04/2008	2,881.93
345718	GREATAMERICA LEASING CORP	12/04/2008	503.42
345719	GREEN, BARBARA J	12/04/2008	267.21
345720	GROCHOWSKI RICHARD A	12/04/2008	192.58
345721	GROTH MUSIC CO	12/04/2008	576.00
345722	GULLICK, DANIEL E	12/04/2008	42.12
345723	HAAG WAYNE	12/04/2008	350.00
345724	HALL, KELLY	12/04/2008	15.00
345725	HANDWRITING WITHOUT TEARS	12/04/2008	500.00
345726	HANDWRITING WITHOUT TEARS	12/04/2008	459.47
345727	HANSON MARILYN	12/04/2008	287.65
345728	HAWLEY, ELIZABETH	12/04/2008	220.00
345729	HEALTH ED	12/04/2008	169.00
345730	HEALTHPARTNERS	12/04/2008	1,096,842.54
345731	HEALY JASON	12/04/2008	23.45
345732	HEARLIHY & CO	12/04/2008	1,726.45
345733	HEICHERT, MICHAEL	12/04/2008	100.00
345734	HEIDELBERG, KEN	12/04/2008	15.00
345735	HEISE CHERI	12/04/2008	457.18
345736	HEWITT, JEFF	12/04/2008	100.00
345737	HILLYARD INC MINNEAPOLIS	12/04/2008	2,181.84
345738	HINES, PAUL T	12/04/2008	451.25
345739	HOGLUND BUS COMPANY	12/04/2008	52.94
345740	HOLMAN, GREG	12/04/2008	50.00
345741	HOLMES, JEFF	12/04/2008	262.50
345742	HOME DEPOT CREDIT SERVICES	12/04/2008	891.59
345743	HOUGHTON MIFFLIN COMPANY LLC	12/04/2008	2,926.56
345744	HSBC BUSINESS SOLUTIONS	12/04/2008	249.01
345745	HUBBS, RICHARD	12/04/2008	15.00
345746	IMMI	12/04/2008	173.85
345747	INTEGRA TELECOM	12/04/2008	450.00
345748	JOHN MERGES LICSW	12/04/2008	575.13
345749	JOHNSON CONTROLS INC	12/04/2008	672.55
345750	JOHNSON SHARON ANNE	12/04/2008	339.59
345751	JOSTENS INC	12/04/2008	345.26
345752	JS CATES CONSTRUCTION	12/04/2008	28,243.00
345753	JT ARCHITECTURAL SALES LLC	12/04/2008	1,271.25

Check Nbr	Vendor Name	Check Date	Check Amount
345754	KAGAN	12/04/2008	739.20
345755	KATH COMPANIES	12/04/2008	19,128.32
345756	KIMBALL MIDWEST	12/04/2008	424.79
345757	KINDLIEN, CYNTHIA J	12/04/2008	62.30
345758	KOWALSKI'S MARKET	12/04/2008	16.39
345759	KOWITZ MARY J	12/04/2008	587.93
345760	KRAUS ANDERSON CONSTRUCTION CO	12/04/2008	7,111.97
345761	KRAUS, WILLIAM G	12/04/2008	160.00
345762	KRAWETZ, NANCY	12/04/2008	53.22
345763	LAKESHORE LEARNING MATERIALS	12/04/2008	3,166.50
345764	LAMERS, AMANDA M	12/04/2008	130.67
345765	LAMWERS, LINDSAY M	12/04/2008	271.90
345766	LARSON JOHN	12/04/2008	501.35
345767	LEARNING OPPORTUNITIES INC	12/04/2008	25.96
345768	LEMON, NICHOLAS	12/04/2008	142.00
345769	LERNER PUBLISHING GROUP	12/04/2008	996.57
345770	LIBRARY VIDEO COMPANY	12/04/2008	254.94
345771	LOVETT, MICHAEL J	12/04/2008	60.00
345772	L T G POWER EQUIPMENT	12/04/2008	1,190.39
345773	MADISON NATIONAL LIFE INS CO I	12/04/2008	54,783.98
345774	MARCROFT PATRICIA L	12/04/2008	107.05
345775	MARWITZ, ALISON	12/04/2008	70.00
345776	MASON PRINTING AND GRAPHIC SOL	12/04/2008	349.00
345777	MATH.U.SEE MNND	12/04/2008	261.82
345778	MATHCOUNTS REGISTRATION	12/04/2008	100.00
345779	MCCALL MAUREEN E	12/04/2008	344.17
345780	MCCORMICK JUDY	12/04/2008	91.00
345781	MCDONALD, MELISSA R	12/04/2008	68.23
345782	MCGRAW-HILL COMPANIES	12/04/2008	2,736.84
345783	MCKEE FOODS CORPORATION	12/04/2008	289.28
345784	MCMANAMON, JANET B	12/04/2008	13.30
345785	MENARDS-MAPLEWOOD	12/04/2008	660.50
345786	MERCURY OFFICE SUPPLY	12/04/2008	64.96
345787	MERZER SHEILA M.A.	12/04/2008	350.00
345788	METRO ECSU	12/04/2008	80.00
345789	METRO ECSU	12/04/2008	500.00
345790	METRO ECSU	12/04/2008	135.00
345791	MEYER, SAMANTHA	12/04/2008	169.98
345792	MIDTHUN CAROL	12/04/2008	195.00
345793	MIDWEST BUS PARTS INC	12/04/2008	753.60
345794	MIDWEST HYDRAULIC	12/04/2008	108.50
345795	MILES, MARY T	12/04/2008	47.94
345796	MINVALCO INC	12/04/2008	1,877.55
345797	MIRACLE RECREATION EQUIPMENT	12/04/2008	244.44
345798	MN ASSOC OF IB WORLD SCHOOLS	12/04/2008	200.00
345799	MN CERAMIC SUPPLY	12/04/2008	101.13
345800	MN COACHES INC	12/04/2008	6,546.72
345801	MN DNR WATERS	12/04/2008	401.51
345802	MN ELEMENTARY SCH PRIN ASSOC	12/04/2008	99.00
345803	MN GREEN EXPO	12/04/2008	73.00

Check Nbr	Vendor Name	Check Date	Check Amount
345804	MN MUSIC EDUCATORS ASSOC	12/04/2008	196.00
345805	MN NCPERS LIFE INSURANCE	12/04/2008	608.00
345806	MN ORCHESTRA	12/04/2008	144.00
345807	MN REC & PARK ASSN (MRPA)	12/04/2008	260.00
345808	MN SWORD PLAY	12/04/2008	960.00
345809	MN ZOO	12/04/2008	891.25
345810	MOBILE RADIO ENGINEERING INC	12/04/2008	83.00
345811	MODERN FENCE & CONST INC	12/04/2008	3,793.26
345812	MOORE CYNTHIA	12/04/2008	200.00
345813	MOULTON DAVID, PIANO TECHNICIA	12/04/2008	85.00
345814	MR Z'S	12/04/2008	10,470.60
345815	MULTI-SOURCE CONSULTANT LLC	12/04/2008	194.00
345816	MUNDELL GERALD	12/04/2008	540.34
345817	MUSIC CONNECTION INC	12/04/2008	199.00
345818	NATL ARCHERY IN THE SCHOOLS PR	12/04/2008	350.00
345819	NATL ORGANIZATION SERVICE INC	12/04/2008	581.42
345820	NELSON, DON	12/04/2008	125.00
345821	NEOPOST LEASING	12/04/2008	159.99
345822	NESS ELECTRONICS INC	12/04/2008	124.64
345823	NEW VISION PRINTING	12/04/2008	422.93
345824	NEXTEL COMMUNICATIONS	12/04/2008	979.23
345825	NORCENTRONIX DISTRIBUTING	12/04/2008	195.00
345826	NORTH CENTRAL TRUCK EQUIPMENT	12/04/2008	215.94
345827	NORTHSTAR ACCESS	12/04/2008	1,384.83
345828	NORTHWEST GRAPHIC SUPPLY CO	12/04/2008	221.29
345829	OELSCHLAGER, NANCY	12/04/2008	64.35
345830	OFFICE DEPOT	12/04/2008	189.48
345831	OFFICEMAX INCORPORATED	12/04/2008	65.85
345832	OLSON, STEVEN P	12/04/2008	90.00
345833	ON SITE SANITATION INC	12/04/2008	2.50
345834	ORANGE TREE EMPLOYMENT SCREENI	12/04/2008	341.65
345835	PARTS NOW ! LLC	12/04/2008	742.10
345836	PCI EDUCATIONAL PUBLISHING	12/04/2008	336.84
345837	PEARSON EDUCATION INC	12/04/2008	271.40
345838	PETERSON BROS ROOFING & CONST	12/04/2008	401.66
345839	PETERSON RANDY	12/04/2008	1,476.00
345840	PETERSON WAYNE	12/04/2008	63.18
345841	PIERRE FOODS	12/04/2008	2,616.70
345842	PINES SCHOOL	12/04/2008	873.75
345843	PITNEY BOWES PURCHASE POWER	12/04/2008	84.00
345844	PITNEY BOWES INC	12/04/2008	271.00
345845	PITNEY BOWES	12/04/2008	618.00
345846	PLASTER MARK A	12/04/2008	85.99
345847	POLAR CHEVROLET MAZDA	12/04/2008	340.88
345848	PONTIOUS JODY	12/04/2008	777.58
345849	POSTMASTER	12/04/2008	42.00
345850	POSTMASTER	12/04/2008	180.00
345851	POWER SYSTEMS INC	12/04/2008	31.14
345852	PRAXAIR DISTRIBUTION INC	12/04/2008	77.63
345853	PRESS PUBLICATIONS	12/04/2008	244.80

Check Nbr	Vendor Name	Check Date	Check Amount
345854	PRO ED	12/04/2008	206.80
345855	PUSH PEDAL PULL	12/04/2008	181.00
345856	QSP	12/04/2008	779.75
345857	QSP INC	12/04/2008	305.28
345858	QUALITY BUSINESS FORMS	12/04/2008	1,055.67
345859	QUIA CORPORATION	12/04/2008	98.00
345860	R & R SPECIALTIES INC	12/04/2008	48.00
345861	R-B FOODS INC	12/04/2008	1,944.00
345862	RATWIK ROSZAK & MALONEY PA	12/04/2008	1,483.00
345863	REASON	12/04/2008	450.00
345864	RED BALLON BOOKSHOP	12/04/2008	72.72
345865	REDWOOD SIGNS	12/04/2008	135.00
345866	REINHART FOOD SERVICE	12/04/2008	2,071.01
345867	RELIABLE OFFICE SUPPLIES	12/04/2008	871.08
345868	RESERVE ACCOUNT	12/04/2008	5,000.00
345869	RUTLEDGE, TINA	12/04/2008	74.88
345870	S & T OFFICE PRODUCTS INC	12/04/2008	930.62
345871	SAM'S CLUB	12/04/2008	125.34
345872	SAM'S CLUB #6309	12/04/2008	70.00
345873	SARGENT-WELCH	12/04/2008	369.23
345874	SCAN AIR FILTER INC	12/04/2008	1,035.63
345875	SCHINDLER ELEVATOR CORP	12/04/2008	809.58
345876	Vendor Continued Check	12/04/2008	0.00
345877	SCHMITT MUSIC COMPANY	12/04/2008	596.29
345878	SCHOELLER, JOSEPH SCOTT	12/04/2008	1,569.98
345879	SCHOLASTIC BOOK FAIRS - 17	12/04/2008	1,892.25
345880	SCHOLASTIC MAGAZINES	12/04/2008	282.07
345881	SCHREDER, NANCY	12/04/2008	150.00
345882	SCHUMACHER WHOLESALE MEATS	12/04/2008	12,729.65
345883	SCHWANTES, JUSTIN	12/04/2008	124.00
345884	SCIENCE MUSEUM OF MINNESOTA	12/04/2008	75.00
345885	SCULLY, MARY	12/04/2008	162.50
345886	SECURITAS SEC SVCS USA INC	12/04/2008	2,524.00
345887	SENIOR SERVICES CONSORTIUM	12/04/2008	1,357.65
345888	SENTRY SYSTEMS INC	12/04/2008	505.00
345889	SILKWORTH CYNTHIA K	12/04/2008	42.12
345890	SIMMONS, VERNON	12/04/2008	160.00
345891	SNAP ON TOOLS	12/04/2008	176.05
345892	SOLARWINDS	12/04/2008	5,975.00
345893	SOLEM JACK	12/04/2008	1,300.31
345894	SOUTH CAMPUS STUDENT ACTIVITY	12/04/2008	750.00
345895	SPANISH SPECIALISTS AND CONSUL	12/04/2008	285.00
345896	SPORTIME	12/04/2008	189.05
345897	ST CROIX RECREATION CO INC	12/04/2008	35,793.00
345898	ST PAUL SENIOR WORKERS ASSOC	12/04/2008	60.00
345899	ST PIUS X	12/04/2008	20.00
345900	STAFF DEVELOPMENT RESOURCES	12/04/2008	398.00
345901	STAR TRIBUNE	12/04/2008	81.70
345902	STARFALL PUBLICATIONS	12/04/2008	19.00
345903	Vendor Continued Check	12/04/2008	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
345904	STATE SUPPLY CO	12/04/2008	3,536.54
345905	STRANGELAND, ROXONNA	12/04/2008	10.00
345906	STRAUSS SKATES AND BICYCLES	12/04/2008	798.00
345907	SUBURBAN FLOOR COVERING	12/04/2008	9,850.00
345908	SUCCESS BEYOND THE CLASSROOM	12/04/2008	1,938.00
345909	SURPLUS SERVICES	12/04/2008	14.00
345910	SWEET, NIKKI	12/04/2008	250.00
345911	SWENSON, CYNTHIA L	12/04/2008	49.95
345912	TAHER INC	12/04/2008	3,433.88
345913	TARGET BANK	12/04/2008	20.58
345914	TAUTGES, LYNSEY K	12/04/2008	293.09
345915	TEACHERS DISCOVERY	12/04/2008	7.05
345916	TENNANT, MELISA	12/04/2008	88.65
345917	THAO, KAYLA	12/04/2008	20.00
345918	THAO, KONGMENG	12/04/2008	14.95
345919	THASALSON, MICHAEL	12/04/2008	160.00
345920	THUNDER COMMUNICATIONS DESIGN	12/04/2008	450.00
345921	Vendor Continued Check	12/04/2008	0.00
345922	THYSSENKRUPP ELEVATOR CORP	12/04/2008	3,570.70
345923	TIES	12/04/2008	260.00
345924	TOSHIBA FINANCIAL SERVICES	12/04/2008	111.00
345925	T.R.F. SUPPLY CO	12/04/2008	609.50
345926	TRIO SUPPLY COMPANY	12/04/2008	19,768.05
345927	TURFWERKS INC	12/04/2008	433.38
345928	TURNER, RASHAD A	12/04/2008	105.51
345929	TWIN CITY JANITOR SUPPLY CO	12/04/2008	580.68
345930	U.S. ENERGY SERVICES INC	12/04/2008	38,495.90
345931	UCARE MINNESOTA	12/04/2008	241.00
345932	UNIVERSITY OF MINNESOTA	12/04/2008	715.00
345933	UPPER LAKES FOODS INC	12/04/2008	82,431.29
345934	VAVRICKA ROCHELLE	12/04/2008	20.00
345935	VERIZON WIRELESS	12/04/2008	836.80
345936	VIKING ELECTRIC SUPPLY	12/04/2008	3,192.07
345937	VIKING INDUSTRIAL CENTER	12/04/2008	252.84
345938	WACHLAROWICZ JOHN	12/04/2008	360.00
345939	WALTERS REBUILDERS	12/04/2008	105.95
345940	WASTE MANAGEMENT BLAINE	12/04/2008	10,513.78
345941	WHITE BEAR GLASS INC	12/04/2008	690.55
345942	WHITE BEAR LOCKSMITH INC	12/04/2008	207.26
345943	WHITE BEAR AREA CHAMBER OF COM	12/04/2008	230.00
345944	WHITE BEAR LAKE (CITY OF)	12/04/2008	115,000.00
345945	WESTERN PSYCHOLOGICAL SERVICES	12/04/2008	34.50
345946	WET PAINT	12/04/2008	369.05
345947	WIMER, MARY KATHRYN	12/04/2008	120.00
345948	WOOD, BOB	12/04/2008	1,117.00
345949	WOODWIND & BRASSWIND	12/04/2008	74.99
345950	WURZER MARY JO	12/04/2008	60.00
345951	XCEL ENERGY	12/04/2008	7,633.05
345952	XEROX CORPORATION	12/04/2008	286.66
345953	ZIKE, ISAAC	12/04/2008	98.00

Check Nbr	Vendor Name	Check Date	Check Amount
350	Computer	Check(s) For a Total of	1,845,645.90

Check Nbr	Vendor Name	Check Date	Check Amount
335575	PRUDHOM, SANDY	12/04/2008	44.00
336506	MARWITZ, ALISON	12/04/2008	70.00
338652	HISDAHL INC	12/04/2008	22.00
339915	BAKKEN DENISE	12/04/2008	33.12
340229	MN DEPT OF HEALTH	12/04/2008	28.00
340418	THAO, KAYLA	12/04/2008	20.00
340955	AUTO GLASS EXPRESS	12/04/2008	70.00
345219	PONTIOUS JODY	12/04/2008	777.58
8	Void	Check(s) For a Total of	1,064.70

	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
	350	Computer	Checks For a Total of	1,845,645.90
Total For	350	Manual, Wire Tran, ACH & Computer	Checks	1,845,645.90
Less	8	Voided	Checks For a Total of	1,064.70
		Net Amount		1,844,581.20

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: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
\$2,500	City of Gem Lake 4200 Otter Lake Road Gem Lake, MN 55110	Willow Lane Elementary
\$300	Dan & Erin Maas	Willow Lane Elementary
Two Batting Cages (value \$30,000)	White Bear Lake Area Fastpitch Association	Otter Lake Elementary
\$300 for School Carnival	White Bear Lake Lions Club	Lincoln Elementary
\$100 for Foster Grandmas	White Bear Lake Lions Club	Parkview Elementary
\$1,000	Twin Cities Marathon, Inc.	White Bear High School Ambassadors
\$150	Anne and David Brown	White Bear High School North Campus Band Program
\$60	Jeannine Brown	White Bear High School North Campus Band Program
\$64	Michael and Cynthia Dysthe	White Bear High School North Campus Band Program
Vito Clarinet and Conn Trombone (total value \$1,900)	Dan and Judy Johnson	White Bear High School North Campus Band Program
Alto Saxophone (value \$2,600)	Howard Juni	White Bear High School North Campus Band Program
\$25	Fred and Lois Larson	White Bear High School North Campus Band Program
\$10	Steven Marier	White Bear High School North Campus Band Program
\$55	Warren and Cynthia Moser	White Bear High School North Campus Band Program
\$65	John and Laura York	White Bear High School North Campus Band Program

RECOMMENDATION: Accept donations.

AGENDA ITEM:

Field Trip Requests

MEETING DATE:

January 12, 2009

SUGGESTED DISPOSITION:

Consent Agenda

CONTACT PERSON(S):

Cindy Moore, Director of Curriculum and Assessment
Jill Thelen, Director of Schools

Background:

School Board Policy #610 – Field Trips requires School Board approval of any overnight field trip. The following field trip is 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
May 29, 30, and 31, 2009 Chicago	Louis Ferreri South Campus	Honors Art	1	40-46 Students 6 Chaperones	Bus	Educational experience of museums, artists workshops and theatrical productions.

Recommendation:

Administration recommends the School Board approve this field trip.

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-6(f) to A-6(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-6(f) to A-6(h).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS - COMMUNITY SERVICES

AMY C. ANDERSON - Youth Development Coordinator, District Office
Employed by District 624 since 08/18/2003
Effective 12/26/2008

RECOMMEND APPROVAL

Consent Agenda Item A6 (g)
January 12, 2009 - BD MTG.

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

UNPAID CHILD-CARE LEAVE - PROFESSIONAL STAFF

AMY C. ANDERSON - Youth Development Coordinator, District Office
Unpaid from 12/08/08 through 12/19/08

RECOMMEND APPROVAL

UNPAID CHILD-CARE LEAVES - CERTIFIED STAFF

KATHLEEN JENSEN - Elementary Teacher, Vadnais Heights Elementary
Unpaid from 12/08/08 through 12/19/08

RECOMMEND APPROVAL

FAWNDA NORMAN - Mathematics Teacher, Central Middle School
Unpaid from 01/07/09 through 06/17/09

RECOMMEND APPROVAL

JESSICA PLUIM - Elementary Teacher, Lincoln Elementary
Unpaid from 02/03/09 through 6/17/09

RECOMMEND APPROVAL

CHA VANG - Elementary Teacher, Lakeaires Elementary
Unpaid from 12/15/08 through 12/19/08

RECOMMEND APPROVAL

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

FULL-TIME LEAVE REQUEST (2008-2009) CERTIFIED STAFF

CHRISTOPHER CAMPBELL - Communications Teacher, Sunrise Middle School
Employed by District 624 since 08/21/1997
Effective: 01/05/09 - 06/17/09

RECOMMEND APPROVAL

PART-TIME LEAVE REQUEST (2008-2009) CERTIFIED STAFF

CARLA TRIGGS - Learning Skills Specialist, Oneka Elementary
.10 Leave (.90 position)
Effective Date: 2008-2009

RECOMMEND APPROVAL

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL - PROFESSIONAL STAFF

AMY C. ANDERSON - Schools/Healthy Student Grant Facilitator, District
The proposed half-time contract for Amy has an effective date of
January 5, 2009. The prorated salary of \$20,500 is based on an annual
half-time salary of \$41,000.

RECOMMEND APPROVAL

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL - CERTIFIED STAFF

JILL R. FARRELL - Language Arts Teacher, Sunrise Middle School

Effective Date 12/15/2008

MA/Step 7.5 (\$49,831.00 x 119/197) \$30,101.00

Attended: St. Cloud University, St. Cloud, MN

Curriculum and Instruction

MA

University Wisconsin, River Falls, WI

English/Journalism

BS

Experience: English, Journalism, and Enrichment Teacher

Cleveland Middle School, St. Paul, MN

RECOMMEND APPROVAL

DONNA STARUCK - .6 (Birth-Two) Speech Clinician, Normandy Park

Effective Date 01/13/2009

MA/Step 9 (\$52,325.00 x .6 x 1/2) \$15,697.50

Attended: College of St. Rose, Albany, NY

Communication Disorders

MS

State University of New York, Plattsburg, NY

Communication Disorders

BS

State University of New York, Cobleskill, NY

Early Childhood Education

AAS

Experience: Speech Pathology K-5

Pine Grove Elementary, Schenectady, NY

Scandia Elementary, Forest Lake, MN

RECOMMEND APPROVAL

AGENDA ITEM: Approval of Individual Employment
Agreements for At-Will Employees

MEETING DATE: January 12, 2009

SUGGESTED DISPOSITION: Action

CONTACT PERSON(S): Elsa M. Pope, HR

BACKGROUND: For the 2007-08 audit review, the independent audit firm of MMKR cited the District for not having individual Board-approved employment agreements for a number of employees who were working on an at-will basis. These individuals either never belonged to the District's eleven bargaining groups, or had left a bargaining unit for an at-will position, or began their employment on "time-sheet" and were never formally changed to a salary position, or had retired and returned to work in a non-union/non-association role.

The Board has previously approved salaries for all of these individuals (May 12, 2008 School Board meeting, Agenda Item E-3). However, by approving employment or re-employment and signing the individual at-will agreements, the District will satisfy MMKR's recommended course of action for the 2007-08 finding.

The at-will individuals with their previously approved 2008-09 salaries are:

Technology Department

Jodell Blumenthal - \$49,000
Gary Bocock - \$49,000
Chris Hautman - \$79,500
Juanita McCormick - \$49,000
Margaret Nadeau - \$65,500
Jean Rasmussen - \$49,000
Patrick Suko - \$52,500
Peter Willcoxon, Jr. - \$61,000

Operations/Transportation

Carol Effertz - \$51,500
Patricia Gamboni - \$49,500
Richard Gamboni - \$45,000
William Ison - \$25,000
David Johnson - \$45,000
Thomas Kehoe - \$56,500
Mary Kowitz - \$57,700

Retirees

Madelyne Benson - \$45.00 per hour
Chuck Corliss - \$20,000
Lyle Helke - \$45.00 per hour
Elsa Pope - \$128,150
Sue Reibel - \$23.68 per hour

Cultural Liaisons

Graciela Hammeken - \$64,135
Xue Xiong - \$20,000

Day-Treatment Instructor

Laurel Yesberger - \$30,240

RECCOMENDATION:

Approve and sign the 2008-09 individual employment agreements with the at-will employees listed above.

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: **January 12, 2009**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent of Schools**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: PROPOSED 2009-2010 SCHOOL CALENDAR

DATE: January 12, 2009

SUGGESTED DISPOSITION: DISCUSSION ITEM

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

BACKGROUND:

The proposed calendar was designed using the following parameters:

1. Statute 120A40, "...a district must not commence an elementary or secondary school year before Labor Day..."

Statute 120A41, "...calendar must include at least the number of days of student instruction the Board formally adopted as its school calendar in 1996-1997."
2. School Board directives, April 2005:
 - Align calendar PreK-12
 - Minimize split weeks
3. Bargaining agreements

In addition to the parameters identified, input was received from the administration and a parent focus group.

Two calendars are included:

- Attachment A - The full calendar, identifying all dates for staff; and
- Attachment B - Parent calendar with information pertinent to parents.

RECOMMENDATION: To review the proposed 2009-2010 calendar for action at the February 9, 2009 School Board meeting.

Attachment A

WHITE BEAR LAKE AREA SCHOOL DISTRICT 2009-2010 Staff Calendar

PROPOSED CALENDAR 1/12/09

JULY, 2009

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

AUGUST, 2009

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27 New Teachers	28 New Teachers
31				

SEPTEMBER, 2009

M	T	W	TH	F
	1	2 Teacher Prep	3 Convocation/ Staff Dev. (PreK-12)	4
7 Holiday (Labor Day)	8 1 st Day of School (gr.1-12) K / K+ Orien.	9 K / K+ Orientation	10 1 st Day of School K / K+	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

17 Student Contact 1 Holiday 1 Tchrr Prep 1 Staff Dev

OCTOBER, 2009

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14 No School Staff Dev (PreK-12)	15 No School State Tchrr Prof. Mtgs.	16 No School State Tchrr Prof. Mtgs.
19	20	21	22	23
26	27 Elem. Staff Dev. PreK-5 4-6 pm	28 Sec. Staff Dev. 6-12 3:15-5:15 pm	29	30

19 Student Contact 1 Staff Develop. (14th)
1 After-School Staff Dev (27th & 28th)

NOVEMBER, 2009

M	T	W	TH	F
2	3	4	5	6 End of Qtr
9 No School Tchrr Prep (PreK-12)	10	11	12	13
16	17	18	19	20 End of Tri 1
23 No School Parent Conf. (PreK-12) / Teacher Prep	24 No School Parent Conf. (PreK-12) / Teacher Prep	25 No School Comp Day	26 No School Holiday (Thanksgiving)	27 No School Holiday (Thanksgiving)
30				

15 Student Contact 2 Tchrr Prep 1 Comp Day 2 Holidays

DECEMBER, 2009

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24 No School Winter Break (PreK-12)	25 No School (PreK-12) Christmas
No School 28 Winter Break (PreK-12)	29	30	31	

17 Student Contact

*If the legislature acts to allow student days prior to Labor Day, we will reconvene and consider modifications to the calendar.

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2009-2010 Staff Calendar

JANUARY, 2010

M	T	W	TH	F
				1 No School Winter Break (PreK-12) Holiday (New Years)
4	5	6	7	8
11	12	13	14	15
18 No School (MLK, Jr. Day) Staff Dev. (PreK-12)	19	20	21	22
25	26	27	28 End of Qtr 2/ Semester 1	29 No School Teacher Prep

18 Student Contact 1 Holiday 1 Staff Dev 1 Tchrr Prep

APRIL, 2010

M	T	W	TH	F
			1 No School (PreK-12) Holiday	2 No School (PreK-12) Good Friday
5	6	7	8	9 End of Qtr. 3
12 MCA Testing Begins	13	14	15	16
19	20	21 Elem. Staff Dev. PreK-5 4-6 pm	22 Sec. Staff Dev. 6-12 3:15-5:15 pm	23
26	27	28	29	30

20 Student Contact 2 Holidays 1 After-School Staff Dev (21st & 22nd)

FEBRUARY, 2010

M	T	W	TH	F
1	2	3	4	5
8	9 Elem. Staff Dev. PreK-5 4-6 pm	10	11	12
15 No School Holiday (Presidents Day)	16	17	18	19
22	23	24	25	26

19 Student Contact 1 Holiday 1 Elem. After-School Staff Dev (9th)

MAY, 2010

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
No School 31 Holiday (Memorial Day)				

20 Student Contact 1 Holiday

PROPOSED CALENDAR
MARCH, 2010

M	T	W	TH	F
1	2	3 End of Tri 2	4 No School PreK-12 Parent Conf.	5 No School PreK-12 Parent Conf.
8 PreK-12 Parent conf (eve)	9	10	11	12
15	16 Sec. Staff Dev. 6-12 3:15-5:15 pm	17	18	19
22	23	24	25	26
29 No School Teacher Prep	30 No School Spring Break (PreK-12)	31 No School Spring Break (PreK-12)		

18 Student Contact 2 Tchrr Prep 1 Sec. After-School Staff Dev (16th)

JUNE, 2010

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11 Last day of School (PreK-12) Graduation
14 Teacher Prep (PreK-12)	15 Comp. Day (PreK-12)	16	17	18
21	22	23	24	25
28	29	30		

9 Student Contact 1 Tchrr Prep 1 Comp Day

*If the legislature acts to allow student days prior to Labor Day, we will reconvene and consider modifications to the calendar.

Attachment B

White Bear Lake Area Schools
2009-10 School Calendar (Proposed)

July 2009

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 2009

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

September 2009

M	T	W	Th	F
		Teacher Work Day	Convocation /Prof. Dev.	
No School Labor Day	School Begins Grades 1-12 K/K+ Onen.	K/K+ Orientation	School Begins K/K+	
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

October 2009

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	No School Prof. Dev.	No School State Tch. Prof. Mngs.	No School State Tch. Prof. Mngs.
19	20	21	22	23
26	27	28	29	30

November 2009

M	T	W	Th	F
				End of Qtr. 1 (Secondary)
2	3	4	5	6
No School Teacher Work Day	9	10	11	12
16	17	18	19	End of Tr 1 (Elementary)
No School Conferences	No School Conferences	No School Thanksgiving break	No School Thanksgiving break	No School Thanksgiving break
23	24	25	26	27
30				

December 2009

M	T	W	Th	F
		1	2	3
5	6	7	8	9
14	15	16	17	18
21	22	23	No School Winter break	No School Winter break
No School Winter break	No School Winter break	No School Winter break	No School Winter break	
28	29	30	31	

January 2010

M	T	W	Th	F
				No School Winter break
				1
4	5	6	7	8
11	12	13	14	15
No School Prof. Dev. MLK Jr. Day	18	19	20	21
25	26	27	End of Qtr. 2 Semester 1 (Secondary)	No School Teacher Work Day
			28	29

February 2010

M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
No School Presidents' Day	15	16	17	18
22	23	24	25	26

March 2010

M	T	W	Th	F
		End of Tr 2 (Elementary)	No School Conferences	No School Conferences
1	2	3	4	5
Cont. (eve.) (School in session)	8	9	10	11
15	16	17	18	19
22	23	24	25	26
No School Teacher Work Day	No School Spring Break	No School Spring Break		
29	30	31		

April 2010

M	T	W	Th	F
			No School Spring Break	No School Spring Break
			1	2
5	6	7	8	End of Qtr. 3 (Secondary)
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May 2010

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
No School Memorial Day	31			

June 2010

M	T	W	Th	F
	1	2	3	4
7	8	9	10	Last Day of School Graduation
14	15	16	17	18
21	22	23	24	25
28	29	30		

* If the legislature acts to allow student days prior to Labor Day, we will reconvene and consider modifications to the calendar.

1/12/09

AGENDA ITEM: **School Board Policy #417, Chemical Use and Abuse**
MEETING DATE: **January 12, 2009**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Jill Thelen, Director of Schools**

BACKGROUND:

School Board Policy #417, Chemical Use and Abuse (last updated 2005), was reviewed with the current MSBA Model policy. Modifications and changes were made to clarify language, process and practice and legal references.

RECOMMENDATION: To review the policy and procedures and provide suggestions or feedback to the administration, with the policy placed on the February 9, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted August 18, 1997
Revised: September 9, 2002
Revised: January 10, 2005

White Bear Lake Area
School District #624 Policy 417

417 CHEMICAL USE AND ABUSE

I. PURPOSE

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

II. GENERAL STATEMENT OF POLICY

- A. Use of controlled substances, toxic substances, and alcohol is prohibited in the school setting in accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School. ~~Paraphernalia associated with controlled substances is prohibited.~~
- B. It is the policy of this school district to provide an instructional program in every elementary and secondary school in chemical abuse and the prevention of chemical dependency.
- C. The school district shall establish and maintain in every school a chemical abuse pre-assessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
- D. It will be the responsibility of the superintendent, with the advice of the school board, to establish a school and community advisory team to address chemical abuse problems in the district.
- E. The school district shall establish and maintain a program to educate and assist employees, students and others in understanding this policy and the goals of achieving drug-free schools and workplaces.

III. DEFINITIONS

- A. "Chemical abuse" means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially

disordering behavior, to the extent that the student's normal function in academic, school, or social activities is chronically impaired.

- B. "Chemicals" includes but is not limited to alcohol, toxic substances, and controlled substances as defined in the school district's Drug-Free Workplace/Drug-Free School policy.
- C. "School location" includes any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off-school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

IV. STUDENTS

A. Instruction at Elementary and Secondary Schools

1. Every school shall provide an instructional program in chemical abuse and the prevention of chemical dependency. The school district may involve parents, students, health care professionals, state department staff, and members of the community in developing the curriculum.
2. Each school will implement age-appropriate, and developmentally based activities that ~~include, but are not limited to:~~
 - a. address the consequences of violence and the illegal use of drugs, ~~in an age appropriate manner;~~
 - b. promote a sense of individual responsibility;
 - c. ~~teach students that a majority of students their age do not use alcohol or other drugs;~~ **teach students that most people do not use drugs illegally;**
 - d. teach students to recognize social and peer pressure to use drugs illegally and the skills for resisting illegal drug use;
 - e. teach students about the dangers of newly emerging drugs;
 - f. engage students in the learning process; and
 - g. incorporate activities in secondary schools that reinforce prevention activities implemented in elementary schools.
3. Each school shall ~~have activities that~~ involve families, community sectors (which may include appropriately trained seniors), and a variety of drug

and violence prevention providers in ~~setting~~ **establishment of** clear expectations and appropriate consequences against violence and illegal use of drugs **against violence and illegal use of drugs and appropriate consequences for such negative behavior.**

4. Each school shall disseminate drug and violence prevention information within the school and to the community.
5. Each school shall ~~offer~~ **have** professional development and training for, and involvement of, school personnel, student services personnel, parents, and interested community members in prevention, education, early identification and intervention, ~~consultation and referral to professional resources~~ **mentoring, or rehabilitation referral**, as related to drug and violence prevention.
6. Each school shall have drug and violence prevention activities that may include the following:
 - a. Community-wide planning and organizing activities to reduce violence and illegal drug use, which may include gang activity prevention.
 - b. The hiring and mandatory **research-based** training, ~~based on best practice research~~, of school security personnel who interact with students in support of youth drug and violence prevention activities ~~under this policy that are implemented in the school.~~ **the school-based and youth-focused drug and violence prevention activities included in this policy.**
 - c. **Staff-guided conflict resolution and peer mediation training and implementation programs that provide opportunities for youth involvement in health promotion and violence prevention activities.** ~~resolution programs, including peer mediation programs that educate and train peer mediators and a designated faculty supervisor, youth involvement in health promotion activities.~~
 - d. Counseling, mentoring, referral services, and other student assistance practices and programs, including assistance provided by qualified school-based mental health services ~~providers in appropriate identification and intervention techniques for students at risk of violent behavior and illegal use of drugs.~~
 - e. **Training of teachers by school-based mental health service providers in appropriate identification and intervention techniques for students at risk of violent behavior and illegal use of drugs.**

- e.f. Programs that encourage students to seek advice from, and to confide in, a trusted adult regarding concerns about violence and illegal drug use.

B. Reports of Chemical Use and Abuse

1. In the event that a school district employee knows that a student is abusing, possessing, transferring, distributing or selling chemicals in a school location:
 - a. The employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the administrator arrives.
 - b. The administrator will notify the student's parents. If there is a medical emergency, the administrator will notify the school nurse and/or outside medical personnel as appropriate.
 - c. The administrator will notify law enforcement officials, the student's counselor, and the chemical pre-assessment team.
 - d. The administrator and/or law enforcement officials will confiscate the chemicals and/or conduct a search of the student's person, effects, locker, vehicle, or areas within the student's control. Searches by school district officials shall be in accordance with school board policies regarding search and seizure.
 - e. The school district will take appropriate disciplinary action in compliance with the student discipline code. Such discipline may include immediate suspension, **and if warranted**, initiation of expulsion proceedings. ~~and referral to local law enforcement officials.~~
2. If a school district employee has reason to believe that a student is abusing, possessing, transferring distributing or selling chemicals:
 - a. The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the suspicion. The building administrator and/or team will determine what action should be taken. Action may include conducting an investigation, gathering data, scheduling a conference with the student or parents, or providing a meeting between a single member of the team and the student to discuss the behaviors that have been reported and attempting to ascertain facts regarding chemical abuse.
 - b. The team may determine there is no chemical abuse. If the team determines there is chemical abuse, the team will select an appropriate course of action, which may include referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.

3. Students involved in the abuse, possession, transfer, distribution or sale of chemicals shall be suspended in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minn. Stat. 121A.40-121A.56, and proposed for expulsion.
4. Searches by school district officials in connection with the abuse, possession, transfer, distribution or sale of chemicals will be conducted in accordance with school board policies related to search and seizure.

C. Preassessment Team

1. Every school shall have a chemical abuse preassessment team designated by the superintendent or designee. The team will be composed of classroom teachers, administrators, and other appropriate professional staff to the extent they exist in each school, such as the school nurse, school counselor or psychologist, social worker, chemical abuse specialist, or others.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
3. Within **forty-five** (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse.

D. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minn. Stat.13.32 and applicable federal law and regulations.

2. Destruction of Records

- a. If the preassessment team decides not to provide a student and, in the case of a minor, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.
- b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents with such information, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.

- c. This section shall govern destruction of records notwithstanding provisions of the Records Management Act, Minn. Stat.138.163.

E. Consent

Any minor may give effective consent for medical, mental and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

F. School and Community Advisory Team

1. The superintendent, with the advice of the school board, shall establish a school and community advisory team to address chemical abuse problems. The advisory team will be composed of representatives from the school preassessment teams to the extent possible, law enforcement agencies, county attorney's office, social service agencies, chemical abuse treatment programs, parents, and the business community.
2. The advisory team shall:
 - a. build awareness of the problem within the community, identify available treatment and counseling programs for students and develop good working relationships and enhance communication between the schools and other community agencies; and
 - b. develop a written procedure clarifying the notification process to be used by the chemical abuse pre-assessment team when a student is believed to be in possession of or under the influence of alcohol or a controlled substance. The procedure must include contact with the student and the student's parents or guardian in the case of a minor student.

V. EMPLOYEES

- A. The superintendent or designee shall undertake and maintain a drug-free awareness and prevention program to inform employees, students and others about:
 1. The dangers and health risks of chemical abuse in the workplace/school.
 2. The school district's drug-free workplace/drug-free school policy.
 3. Any available drug or alcohol counseling, treatment, rehabilitation, re-entry and/or assistance programs available to employees and/or students.
- B. The superintendent or designee shall notify any federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after

receiving notice of a conviction of an employee for a criminal drug statute violation occurring in the workplace. To facilitate the giving of such notice, any employee aware of such a conviction shall report the same to the superintendent.

[Note: Notification to the federal granting agency within ten (10) days is required by the Drug Free Workplace Act 41 U.S.C. §§ 701 and 702.1]

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. §121A.25-121A.29 (Chemical Abuse)
Minn. Stat. §121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 138.163 (Records Management Act)
Minn. Stat. §144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)
20 U.S.C. § 132g (Family Educational Rights and Privacy Act)
20 U.S.C. §§7101-~~7144~~ **7165** (Safe and Drug-Free Schools and Communities Act)
41 U.S.C. §§701-707 (Drug-Free Workplace Act)
34 C.F.R. Part ~~85~~-**84** (Government-wide Requirements for Drug-Free Workplace)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 416 (Drug and Alcohol Testing)
WBLASB Policy 418 (Drug-Free and Alcohol-Free Workplace)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 527 (Student Motor Vehicles; Use; Parking; Search)

AGENDA ITEM: **School Board Policy #530, Immunization Policy and Procedures**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy #530, Immunization Policy and Procedures, has been reviewed by the School Board Policy Committee and is recommended for a first reading. After a routine review of the policy, section VII has been updated to reflect the name change for the Minnesota Department of Education and to comply with the September 8, 2008 letter from the Department of Health requesting an Annual Immunization Status Report.

In addition, the administration has drafted new procedures to comply with Section V of Policy #530. Administrative Procedures are not subject to Board approval, but are provided to you for information.

Any changes in policy following official action by the School Board are reflected on our website. Administrative procedures will be available from the superintendent's office and from those administrators whose job responsibilities require them to interpret and carry out the policy.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 9, 2009 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: August 27, 2001
Revised: May 9, 2005
Revised:

*White Bear Lake Area
School Board Policy 530*

530 IMMUNIZATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to require that all students receive the proper immunizations as mandated by law to ensure the health and safety of all students.

II. GENERAL STATEMENT OF POLICY

All students are required to provide proof of immunization, or appropriate documentation exempting the student from such immunization, and such other data necessary to ensure that the student is free from any communicable diseases, as a condition of enrollment.

III. STUDENT IMMUNIZATION REQUIREMENTS

- A. No student may be enrolled or remain enrolled, on a full-time, part-time, or shared-time basis, in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted to the designated school district administrator the required proof of immunization. Prior to the student's first date of attendance, the student or the student's parent or guardian shall provide to the designated school district administrator one of the following statements:
 - 1. a statement, from a physician or a public clinic which provides immunizations, stating that the student received the immunizations required by law, consistent with medically acceptable standards; or
 - 2. a statement, from a physician or a public clinic which provides immunizations, stating that the student received the primary schedule of immunizations required by law and has commenced a schedule of the remaining required immunizations, indicating the month, day and year each immunization was administered, consistent with medically acceptable standards.
- B. The statement of a parent or guardian of a student or an emancipated student may be substituted for the statement of a physician or public clinic that administers immunizations. If such a statement is substituted, this statement must indicate the month, day and year each immunization was administered. Upon request, the designated school district administrator will provide information to the parent or guardian of a student or an emancipated student of the dosages required for each vaccine according to the age of the student.

- C. The parent or guardian of persons receiving instruction in a home school shall submit one of the statements set forth in Section III.A. or III.B., above, or statement of immunization set forth in Section IV., below, to the superintendent of the school district by October 1 of each school year.
- D. When there is evidence of the presence of a communicable disease, or when required by any state or federal agency and/or state or federal law, students and/or their parents or guardians may be required to submit such other health care data as is necessary to ensure that the student has received any necessary immunizations and/or is free of any communicable diseases. No student may be enrolled or remain enrolled in any elementary or secondary school within the school district until the student or the student's parent or guardian has submitted the required data.
- E. The school district may allow a student transferring into a school a maximum of 30 days to submit a statement specified in Section III.A. or III.B., above, or Section IV., below. Students who do not provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization within the specified time frames shall be excluded from school until such time as the appropriate proof of immunizations or exemption documentation has been provided.

IV. EXEMPTIONS FROM IMMUNIZATION REQUIREMENTS

Students will be exempt from the foregoing immunization requirements under the following circumstances:

- A. The parent or guardian of a minor student or an emancipated student submits a physician's signed statement stating that the immunization of the student is contraindicated for medical reasons or that laboratory confirmation of the presence of adequate immunity exists; or
- B. The parent or guardian of a minor student or an emancipated student submits his or her notarized statement stating the student has not been immunized because of the conscientiously held beliefs of the parent, guardian or student.

V. NOTICE OF IMMUNIZATION REQUIREMENTS

- A. The school district will develop and implement a procedure to:
 - 1. notify parents and students of the immunization requirements and the consequences for failure to provide the required documentation;
 - 2. review student health records to determine whether the required information has been provided; and

3. make reasonable arrangements to send a student home when the immunization requirements have not been met and advise the student and/or the student's parent or guardian of the conditions for re-enrollment.
- B. The notice provided shall contain written information describing the exemptions from immunization as permitted by law. The notice shall be in a font size at least equal to the font size and style as the immunization requirements and on the same page as the immunization requirements.

VI. IMMUNIZATION RECORDS

- A. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student attains the age of majority.
- B. Upon request, the school district may exchange immunization data with persons or agencies providing services on behalf of the student. Immunization data is private student data and disclosure of such data shall be governed by Policy 515 Protection and Privacy of Pupil Records.
- C. The designated school district administrator will assist a student and/or the student's parent or guardian in the transfer of the student's immunization file to the student's new school within 30 days of the student's transfer.
- D. Upon request of a public or private post-secondary educational institution, the designated school district administrator will assist in the transfer of the student's immunization file to the post-secondary educational institution.

VII. OTHER

~~Within 60 days of the commencement of each new school term, the school district will forward a report to the Commissioner of the Department of Children, Families and Learning stating the number of students attending each school in the school district, including the number of students receiving instruction in a home school, the number of students who have not been immunized, and the number of students who received an exemption. The school district also will forward a copy of all exemption statements received by the school district to the Commissioner of the Department of Health.~~

By November 1st of each year the school district will forward a report to the Minnesota Department of Health summarizing the immunization status (including students that are receiving instruction in the home) of all students in grades kindergarten through 12. A copy of the report will also be sent to the Commissioner of the Minnesota Department of Education.

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)

Minn. Stat. § 121A.17 (School Board Responsibilities)
Minn. Stat. § 144.29 (Health Records; Children of School Age)
Minn. Stat. § 144.3351 (Immunization Data)
Minn. Stat. § 144.441 (Tuberculosis Screening in Schools)
Minn. Stat. § 144.442 (Testing in Schools)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
Op. Att'y Gen. 169-W (Jan.17, 1968)
Op. Att'y Gen. 169-W (July 23, 1980)

Cross References: WBLASB Policy 515 (Protection and Privacy of Pupil Records)

Date: 1-12-09

Immunization Requirements: Procedures (developed to correspond with section V of Policy #530)

I. Purpose

This is a procedure for the notification of parents/guardians regarding immunization requirements and consequences for failure to provide the required documentation.

II. Kindergarten

- A. A *Kindergarten Registration Parent Information Packet* is mailed home to parents, which includes immunizations needed for entering kindergarten and information describing the exemptions from immunization as permitted by law.
- B. During information and registration nights a *Health Information Packet* is distributed to parents/guardians which includes immunizations needed for entering kindergarten and also includes information describing the exemptions from immunization as permitted by law. All information is also available in Spanish and Hmong .
- C. In August, prior to school starting each year, a *Parent Newsletter* is mailed to families which describe immunizations needed to enter kindergarten and again, notification describing exemptions from immunizations as permitted by law.

III. Middle School -

- A. A *Parent Newsletter* is mailed home four times per which includes immunizations needed for entering 7th grade and information describing the exemptions from immunization as permitted by law.
- B. An *Individual Letter* is mailed out to all parents/guardians of 6th grade students, with the end of the year report card, who do not have the required immunizations for entering 7th grade in the fall. The letter includes the child's *specific immunizations needed*. The notification includes information describing the exemptions from immunization as permitted by law. The same information is mailed home in Hmong or Spanish for students who speak Hmong or Spanish at home.
- C. In August, prior to the school starting, a *Parent Newsletter* is mailed home which includes immunizations needed for entering 7th grade and information describing exemptions from immunizations as permitted by law.

IV. For students arriving on the first day of school that do not have their immunizations complete the following procedure is followed:

- A. A parent/guardian is notified by phone.
- B. A MIIC (Minnesota Immunization Information Connection) check is made by school health personnel regarding student status.
- C. A call is made to the family physicians office to secure dates regarding student's current immunization status.
- D. When needed, a cultural liaison is contacted to assist with student and family communication
- E. A referral is made to the health care provider or the local public health immunization clinics for those that do not have insurance; this information is also included in all notices sent home to parents/guardians

V. Review of student health records to determine whether the required information has been provided.

- A. Immunization information on all students shall be reviewed every year, as part of the AISR (Annual Immunization Status Report) required by the Minnesota Department of Health, by November 1st of each school year. The school nurse assigned to the school is responsible for completing and submitting the AISR.
- B. Immunization information on enrolling students transferring into the school district is reviewed at the time of enrollment by the school nurse or health assistant. If the enrolling student does not have the information, the school contacts the previous school to get immunization information using phone, fax or written request for immunization records.

VI. Maintenance of student immunization records.

- A. All information shall be entered into Skyward and updated as information is received from parents.
- B. All immunization information is entered on the front of the Student Health Record and updated as information is received from parents. The Student Health Record follows the student from school to school in the district. Upon graduation, the District stores the Student Health Record.

- C. Health Office staff at the current school assists a student and/or the student's parents/guardians to transfer the student's immunization record to a new school within 30 days of the student's transfer.
- D. Upon request from a public or private post-secondary educational institution, designated district center staff assist in the transfer of the student's immunization records to the post-secondary educational institution.

V. Students transferring into the district:

- A. A student transferring into the district is given a maximum of 30 days to provide the appropriate proof of immunization or the required documentation related to an applicable exemption of the student from the required immunization(s). Students who do not provide the appropriate proof of immunizations or exemption documentation within 30 days will be excluded from school until such time as appropriate proof of immunizations or exemption documentation has been provided.

E. OPERATIONAL ITEMS

AGENDA ITEM: School Board Meeting Dates for 2009
MEETING DATE: January 12, 2009
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): Dr. Michael J. Lovett, Superintendent

Background:

The White Bear Lake Area School Board holds their regular School Board meeting on the second Monday of the month, and their work-study session on the fourth Monday of the month except that during the months of December, June, and July there is no work-study session scheduled.

The School Board approves the meeting dates for the current year plus the January meetings of the next year at their organizational meeting in January.

The attached schedule of School Board meeting dates is being recommended to the School Board for approval.

Recommendation: Approve

2009
WHITE BEAR LAKE AREA SCHOOLS
SCHOOL BOARD
MEETING SCHEDULE

Date	Meeting Type	Time	Location
Monday, January 12, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, January 26, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, February 9, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, February 23, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, March 9, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, March 23, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, April 13, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, April 27, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, May 11, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, June 8, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, July 13, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, August 10, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, August 24, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, September 14, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, September 28, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, October 12, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, October 26, 2009	Work-Study	5:30 p.m.	District Center – Room 206
Monday, November 9, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, November 23, 2009	Work-Study	5:30 p.m.	District Center – Room 206
To Be Determined	Truth In Taxation	7:00 p.m.	District Center – Room 112
Monday, December 14, 2009	Regular	7:00 p.m.	District Center – Room 112
Monday, January 11, 2010	Regular	7:00 p.m.	District Center – Room 112
Monday, January 25, 2010	Work-Study	5:30 p.m.	District Center – Room 206

AGENDA ITEM: **Resolution To Hold School Board Meeting On
October 12, 2009**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

Background:

On Monday, October 12, 2009 the White Bear Lake Area School Board has scheduled a regular School Board meeting. Since that day is Columbus Day we have been advised by the Minnesota School Boards Association that a school board may hold a meeting on that day but they need to pass a resolution prior to that meeting date.

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No 624, State of Minnesota, was duly held in said school district on January 12, 2009, at 7:00 o'clock p.m. for the purpose, in part, of adopting a resolution stating for business purposes the White Bear Lake Area School Board deem October 12, 2009 not a holiday.

Member _____ moved the adoption of the following resolution.

**RESOLUTION DEEMING OCTOBER 12, 2009
NOT A HOLIDAY FOR BUSINESS PURPOSES**

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

1. For business purposes the White Bear Lake Area School Board deem October 12, 2009 not a holiday.

The motion for the adoption of the foregoing resolution was duly seconded by _____.
On a roll call vote, the following voted in favor:
And the following voted against:

Whereupon said resolution was declared duly passed and adopted.

Recommendation:

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

AGENDA ITEM: **Rules of Order for the White Bear Lake Area
School Board**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **School Board Chair**

Background:

At the organizational meeting of the White Bear Lake Area School Board the School Board approves the Rules of Order and Board Agenda format for the year.

Attached are the recommended Rules of Order and Board Agenda format.

Recommendation: Approve

RULES OF ORDER

Roll call vote shall be made on all items with any financial impact, and on any items where dissent is noted on a voice vote and a division of the house is requested.

Roll call votes shall always proceed alphabetically with the first member to be called rotated alphabetically at successive Board meetings.

Any item may be changed on the agenda, either in placement or in status (discussion, action...) by consensus or by passage of a motion to suspend the rules for that purpose.

Any items for which no written explanatory information is supplied in the Board packet, will be treated as items in the Public or Board Forum with no action unless the Board suspends the rules and places the item on the agenda for action.

The Chair and the Superintendent shall develop the meeting agenda. Board members may request items to be placed on an upcoming agenda by contacting the Chair, or in his or her absence the Superintendent by the Tuesday prior to the Board meeting. All written material and appropriate explanatory material for agenda items must be provided to the Superintendent's office by noon on the Wednesday prior to the meeting for inclusion in the agenda packet. If such written material is required and not provided in a timely manner, the topic may be pulled from the agenda.

Members of the public may make requests to have items placed on a Board agenda by contacting the Chair in the same manner as Board members. If the Chair does not honor the request, the request shall be made known to the Board and the Board shall determine the disposition of the request.

Robert's Rules of order will be followed except that:

- a. Suspension of the rules and limitation of debate require only a simple majority of those voting rather than a 2/3 majority.
- b. If no motion is immediately forthcoming on an action item when requested by the Chair, a nominal period of time, not to exceed five minutes, is allowed for questions before a motion for action is required.
- c. Board business will automatically terminate at 9:30 p.m. and the Chair will declare the meeting adjourned unless there is a motion, supported by a majority vote, extending the meeting by a specific amount of time.

BOARD AGENDA 2009

A.	PROCEDURAL ITEMS	Roll call, Pledge of Allegiance, approve agenda, approve consent agenda to include minutes, payment of invoices, correspondence, gifts, field trips and personnel items.
B.	PUBLIC FORUM <u>Public Forum Procedures</u> 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, 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.	During the Public Forum any person may address the School Board on a topic of interest or concern.
C.	INFORMATION ITEMS	No discussion
D.	DISCUSSION ITEMS	An instructional report, first reading of new policies, etc.
E.	OPERATIONAL ITEMS	All non-personnel action items.
G.	BOARD FORUM	Board “news”; same rules as Public Forum
H.	ADJOURNMENT	

AGENDA ITEM: **School Board Members' Compensation for 2009**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

Background:

Minnesota Statute 123.33, Subd. 12 states: "The clerk, treasurer, and superintendent of any district shall receive such compensation as may be fixed by the board. Unless otherwise provided by law, the other members of the board shall also receive compensation as may be fixed by the board."

Listed below is the history of the White Bear School Board compensation rates. It should be noted that the School Board has not increased their compensation since 2005.

Year	Members	Chair	Vice-Chair	Clerk	Treasurer
2009	\$4,500	\$4,900	\$4,700	\$4,900	\$4,700
2008	\$4,500	\$4,900	\$4,700	\$4,900	\$4,700
2007	\$4,500	\$4,900	\$4,700	\$4,900	\$4,700
2006	\$4,500	\$4,900	\$4,700	\$4,900	\$4,700
2005	\$4,500	\$4,900	\$4,700	\$4,900	\$4,700
2004	\$4,300	\$4,700	\$4,500	\$4,700	\$4,500
2003	\$4,300	\$4,700	\$4,500	\$4,700	\$4,500
2002	\$4,200	\$4,600	\$4,400	\$4,600	\$4,400

Recommendation:

That the School Board maintain the current compensation for the 2009 calendar year.

AGENDA ITEM: School Board Committee Assignments for 2009
MEETING DATE: January 12, 2009
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): School Board Chair

Background:

The White Bear Lake Area School Board determines their committee assignments for 2009. We have attached a copy of the 2008 assignments.

Recommendation:

Approve the School Board committee assignments for 2009.

Independent School District #624
White Bear Lake Area Schools
2008
SCHOOL BOARD COMMITTEE ASSIGNMENTS

This chart reflects assignments approved in January, 2008.

Committees	Hiniker	Kimball	Larson	Newberg	Parsons	Storey	Swanson
Community Curriculum Advisory Council		X		X		X	
Finance	X	X	X				
Personnel Committee	X			X	X		
Policy Committee	X				X		
Community Services Advisory Liaison		X				X	
Early Childhood Parent Advisory Liaison						X	
Legislative Liaisons/ Schools for Equity in Education (S.E.E.)						X	X
Special Education Parent Advisory Liaison							X
White Bear Educational Foundation				X			
Minnesota State High School League			X				
Ramsey County League of Local Governments		X					
Other District Boards							
East Metro Integration District #6067 Board							X
N.E. Metro District 916 Board					X		

Approved at the January 14, 2008 School Board Meeting.

AGENDA ITEM: **Appointment of Representative For Northeast Metro 916
Intermediate School Districts Board**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Each year the White Bear Lake Area School Board appoints a member of our school board to serve on the Northeast Metro 916 Intermediate School Districts Board. Currently Rolf Parsons serves on this board and has been elected chair of the 916 Board. We recommend that he continue to serve on the Northeast Metro 916 Board for 2009.

RECOMMENDATION:

Approve

AGENDA ITEM: **Appointment of Representative For The East Metro
Integration District 6067 Board**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Each year the White Bear Lake Area School Board appoints a member of our school board to serve on the East Metro Integration District 6067 Board. Currently Lori Swanson serves on this board and we recommend that she continues to serve on the East Metro Integration District 6067 Board for 2009.

RECOMMENDATION: Approve

AGENDA ITEM: **Official Depositories for School District Funds
and Authorized Bank Accounts and Signatures**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

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

Be it resolved by the School Board of Independent School District #624, White Bear Lake, MN, that the following bank accounts are designated as official depositories for calendar year 2009 and that the authorized signers and those designated to electronically transfer funds shown be approved.

<u>Account Name</u>	<u>Bank Name</u>	<u>Authorized Signers</u>
<u>Demand Deposit Account</u>	<u>PMA/MN TRUST ASSOCIATED</u>	Michael J. Lovett Peter Willcoxon Mary M. Vaske
General Account	US Bank – WBL	*Board Chair *Board Clerk *Board Treasurer
Payroll Account	US Bank – WBL	*Board Chair *Board Clerk *Board Treasurer
Cafeteria Receipts	US Bank – WBL	*Board Chair *Board Clerk *Board Treasurer
Dist. Petty Cash Acct	US Bank – WBL	Michael J. Lovett Peter Willcoxon Mary M. Vaske
Business Account	Bremer Bank	Peter Willcoxon Mary M. Vaske
White Bear Area HS North Campus Student Activities	US Bank – WBL	Jack Solem Dion Harriman Judy McCormick

Central Middle School Student Activities	US Bank – WBL	Noel Schmidt Deb Sehr
White Bear Area HS South Campus Student Activities	US Bank – WBL	Tim Wald William Soltys Bob Jackson Kathleen Schintz Brian Leonard
Sunrise Middle School	US Bank – WBL	David Law Ruby McDonald
Central Petty Cash	US Bank – WBL	Noel Schmidt Deb Sehr
Sunrise Petty Cash	US Bank – WBL	David Law Ruby MacDonald
North Petty Cash	US Bank – WBL	Jack Solem Dion Harriman Judy McCormick
South Petty Cash	US Bank – WBL	Tim Wald William Soltys Bob Jackson Kathleen Schintz Brian Leonard

*Facsimile signature to be used: with all three signatures required.

Electronic Transfers

Demand Deposit Account	PMA/MNTRUST/ ASSOCIATED	Michael J. Lovett Peter Willcoxon Mary M. Vaske
General Account	US Bank – WBL	Michael J. Lovett Peter Willcoxon Mary M. Vaske
Payroll Account	US Bank – WBL	Michael J. Lovett Peter Willcoxon Mary M. Vaske

RECOMMENDATION: **Approve**

AGENDA ITEM: **Official Newspaper for 2009**
MEETING DATE: **January 12, 2009**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Background:

In past years, legal notices and minutes have been published in the White Bear Press. In addition, the full minutes are available on the district's website www.whitebear.k12.mn.us.

A proposal has been submitted by Press Publications to name the White Bear Press and Vadnais Heights Press as the official school district/legal publication newspaper for 2009. The White Bear Press has a 55 cent increase per column inch for 2009 from \$13.60 per column inch to \$14.15 and, the Vadnais Heights Press has a 30 cent increase per column inch for 2009 from \$6.90 per column inch to \$7.20.

A proposal was received from the Lillie Suburban Newspaper asking for the opportunity to bid on public notice publication services. They service Vadnais Heights only. Rate for minutes, advertisements for bids, and other notices are as follows: \$5.00 per column inch for a one-time publication and \$4.00 per column inch for each additional publication.

Our recommendation below is based on our review of Minnesota Statutes pertaining to the requirements of the School District's official newspaper and conversations with staff from the Minnesota School Boards Association.

Recommendations:

That the School Board approve the continuation of the White Bear Press as the legal publication for the school district for 2009.



Eugene D. Johnson, Publisher

Pat Daul, Associate Publisher

4779 Bloom Ave., White Bear Lake, MN 5110 • Phone: 651-407-1200 • Fax: 651-429-1242

December 9, 2008

Jody Reber
Administrative Assistant
White Bear School District 624
4855 Bloom Avenue
White Bear Lake, MN 55110

Dear Ms. Reber:

Would you please bring before the school district board members our proposal to serve as the district's official newspaper for 2009.

We meet all the legal publication requirements under state statutes. Our circulation is audited by Verified Audit Circulation an independent firm.

Our Public Notice advertising rate is \$14.15 per column inch. To ensure that the entire school district receives the official publication, we would encourage the board once again to name the Vadnais Heights Press (North Suburban Press edition) in addition to the White Bear Press.

We will continue to provide a discounted rate for the North Suburban Press, Vadnais Heights edition and use the second insertion rate of \$7.20 per column inch.

We offer submittal of legal notices by mail, fax at (651) 429-1242, or e-mail your notices to: legals@presspubs.com - clearly labeling them as "Legal Notices."

Our deadline for legal notices is Thursday by 5 PM for the following Wednesday's publication.

We welcome the opportunity to serve you and look forward to any questions or concerns you may have.

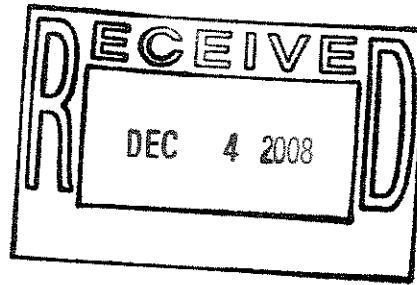
Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Graber', is written over a faint, larger signature.

Lisa Graber
Legal Notice Coordinator

Lillie Suburban Newspapers, Inc.

2515 E. Seventh Avenue
North St. Paul, MN 55109
(651) 777-8800



December 1, 2008

Dr. Michael Lovett
Superintendent of Schools
Independent School District 624
4855 Bloom Avenue
White Bear Lake, MN 55110

Dear Dr. Lovett:

Thank you for the opportunity to bid on public notice publication services for School District 624. The *Shoreview-Vadnais Heights Bulletin* has been serving the needs of the city of Vadnais Heights for 33 years, and is pleased to provide ongoing coverage of city government and school issues and community events.

Lillie Suburban Newspapers is the oldest weekly newspaper company in the St. Paul area. It was founded in 1938 by the late T. R. Lillie. His grandsons, Jeffery Enright and Ted H. Lillie, are continuing the family tradition of publishing award-winning community newspapers in the St. Paul suburbs.

It is our sincere desire to provide the best possible local news coverage in the school district area. Our experienced news staff provides readers with a well-balanced, lively and informative product each week. We realize that area residents look to us as one of their primary sources of information about school district activities and meetings, and we will continue to publish the school district press releases and photos.

Lillie Suburban Newspapers also has the official designation of being the legal newspaper for the neighboring communities of North St. Paul, Maplewood, Arden Hills, Mounds View, Ramsey and Washington Counties, to name a few.

3 P.M. Friday is the deadline each week for submitting public notices for the *Bulletin*. Public notices should be directed to Brenda Boogren, Lillie Suburban Newspapers, 2515 E. Seventh Ave., North St. Paul, MN 55109. Our fax number is 651-777-8288. Notices may also be sent via e-mail to:

legals@lillienews.com

Legal publication rates for minutes, advertisements for bids and other notices are as follows:

\$5.00 per column inch for a one-time publication
\$4.00 per column inch for each additional publication

Thank you for considering the *Shoreview-Vadnais Heights Bulletin* as the official legal newspaper for School District 624. If you have any further questions, don't hesitate to call us.

Sincerely,

Jeffery Enright
Publisher

AGENDA ITEM: **Membership in the Minnesota State High School League
for 2009-2010**

MEETING DATE: **January 12, 2009**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Bob Jackson, Athletic Director**
Tim Wald, Principal WBHS-South Campus
Jack Sold, Principal WBHS-North Campus

Background:

Each year the White Bear Lake Area School Board is required to approve the resolution to renew the White Bear Lake Area High School's membership in the Minnesota State High School League.

In the past we have done this annually at the School Board's organizational meeting in January so we are assured that this is done in a timely fashion each year.

Recommendation: Approve

MINNESOTA STATE HIGH SCHOOL LEAGUE
2100 Freeway Boulevard
Brooklyn Center, MN 55430-1735
Telephone: (763) 560-2262 – Fax (763) 569-0499

2009-2010 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

RESOLVED, that the Governing Board of School District Number **624, White Bear Lake Area High School**, County of **Ramsey**, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

White Bear Lake Area High School

is/are authorized by this, the Governing Board of said school district or school to:

1. Make new application for membership in the Minnesota State High School League;
OR
 X Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules, and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official handbook, on file at the office of the school district, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided by law.

Clerk/Secretary – Local Governing Board

Superintendent or Head of School

Date 1/12/09

Date 1/12/09

School Address 3551 McKnight Road, White Bear Lake, Minnesota 55110

School Phone # (651) 773-6206

RETURN ONE COPY TO THE MSHSL NO LATER THAN SEPTEMBER 1, 2009.
Retain one copy for the school files.

AGENDA ITEM: Election Clerk for 2009
MEETING DATE: January 12, 2009
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): Dr. Michael J. Lovett, Superintendent

Background:

Annually the School Board needs to approve the election clerk for the upcoming year.

Recommendation:

The Superintendent of Schools recommends the School Board to authorize Dave Guenther to act as the official election clerk for all school board elections in 2009.

AGENDA ITEM: Approval of 2009-2010 School Times

MEETING DATE: January 12, 2009

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Pete Willcoxon
Executive Director of Business Services

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Background:

With the change to the six period day at our high school campuses, there is a need to start the regular high school day later to accommodate a "zero hour" at South Campus. The schedule below has been developed to meet these needs as well as accomplish having all of our elementary schools start at and end at the same time.

2008-09 Schedule:

SCHOOL	DROP	START	END	LEAVE
North	7:00	7:30	2:18	2:26
South	7:25	7:40	2:30	2:36
Middle	7:45	8:00	2:46	2:55
Early Elem	8:45	9:00	3:15	3:20
Late Elem	9:15	9:25	3:40	3:45

Proposed 2009-10 Schedule:

SCHOOL	DROP	START	END	LEAVE
North	7:15	7:30	2:12	2:20
South	7:30	7:55	2:37	2:45
Middle	8:00	8:15	3:01	3:10
Elementary	9:00	9:15	3:40	3:50

There are still a few issues that need to be resolved but none of that resolution will impact the schedule above.

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Recommendation:

It is recommended that the Board approve the administrative recommendation for transportation and school times for the 2009-2010 school year.