

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

January 14, 2019

MISSION STATEMENT

The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:

- **Students who design and create their own future**
- **Diversity of people and ideas**
- **Safe, nurturing and inspiring environments**
- **Exceptional staff and families committed to student success**
- **Abundant and engaged community partners**

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

To: Members of the School Board

From: Wayne A. Kazmierczak
Superintendent of Schools

Date: January 6, 2019

A student recognition will be held on Monday, January 14, 2019 beginning at 6:20 p.m. and finishing prior to the start of the Board meeting at 7:00 p.m.

A meeting of the White Bear Lake Area School Board will be held on **Monday, January 14, 2019** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those who wish to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting.
4. Questions may be asked on any topic, including those on the agenda.

5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided a contact from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of school board meetings and the meeting process is available at each school board meeting.
8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The School Board Chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

1. Overview of Welcome to White Bear Week and Update on Registration Information for 2019-20
2. Update on Engagement Efforts
3. Superintendent's Report

D. DISCUSSION ITEMS

E. OPERATIONAL ITEMS

1. School Board Operating Procedures for 2019
2. School Board Members' Compensation for 2019
3. Action on Regular and Work-Study Meeting Schedule for 2019
4. Action on Official Depositories for the School District Funds and Authorized Bank Accounts and Signatures
5. Action on Official Publication for the School District for 2019
6. Action on Appointment of Compliance Officers
7. Action on Local Education Agency Authorization
8. Action on Designation of Legal Counsel

9. Action on Appointment of Representative for Equity Alliance MN
10. Action on Appointment of Representative for Intermediate School District 916
11. Action on School Board Policies:
 - a. Policy 419, Tobacco-Free Environment
 - b. Policy 421, Gifts to Employees and School Board Members
 - c. Policy 511, Student Fundraising
 - d. Policy 530, Immunization Requirements
 - e. Policy 707, Transportation of Public School Students
 - f. Policy 708, Transportation of Nonpublic School Students
 - g. Policy 721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources
12. *Action on Approval of Land Purchase Agreement

F. BOARD FORUM

G. ADJOURNMENT

*Closed session pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider an offer to purchase property identified as PID# 18.031.21.43.003 located in the City of Hugo, County of Washington, State of Minnesota

A. PROCEDURAL ITEMS

AGENDA ITEM: **Reorganization of the School Board**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Procedural Item**
CONTACT PERSON(S): **Dr. Wayne A, Kazmierczak, Superintendent**

BACKGROUND:

Superintendent Kazmierczak will facilitate the selection of Board Chair. The elected Board chair will then facilitate the selection of Vice-Chair, Clerk, and Treasurer for 2019.

The new officers must be nominated and elected:

- a. Chair Nominations are now in order for the office of chair.

Board member _____ nominate _____

Voice Vote: _____

- b. Vice-Chair Nominations are now in order for the office of vice-chair.

Board member _____ nominate _____

Voice Vote: _____

- c. Clerk Nominations are now in order for the office of clerk.

Board member _____ nominate _____

Voice Vote: _____

- d. Treasurer Nominations are now in order for the office of treasurer.

Board member _____ nominate _____

Voice Vote: _____

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

The Consent agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Consent Agenda

- a) Approval of Minutes
- b) Payment of Invoices
- c) Correspondence
- d) Acceptance of Gifts
- e) Field Trip Request(s)
- f) Human Resources Items

RECOMMENDATION:

BE IT RESOLVED by the School Board of Independent School District No. 624 that consent Agenda Items, A-6a through A-6f, be approved as written, and a copy of the agenda items is attached to the minutes.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Ellen Fahey, School Board Clerk**

BACKGROUND:

The School Board minutes from last month's meeting are being presented for approval by the School Board.

RECOMMENDATION: Approve minutes.

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

A meeting of the White Bear Lake Area School Board was held on **Monday, December 10, 2018** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Chair Mullin called the meeting to order at 7:00 p.m.
2. Roll Call: Present: Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey
Ex-officio: Kazmierczak
Student Liaison: Pratt
Cabinet: Maurer, Ouren, Paul, Vette, Wald
3. Pledge of Allegiance
4. Ellison moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Beloyed moved and Chapman seconded to approve the Consent Agenda consisting of:
 - Approval of minutes for regular meeting of November 12, and work-study meeting of November 26;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Approval of field trip; and
 - Passage of resolution to approve Human Resources items to include:
 - **Resignation/Termination – Classified Staff**
Barbara Lindemer – Program Assistant Leader, Matoska Elementary
Employed by District 624 since 10/204/2011
Effective Date: 11/30/2018
Rachel Sams – Part-Time Cook, Central Middle School
Employed by District 624 since 09/04/2018
Effective Date: 11/30/2018
Heidi Schuster – Part-Time Cook, Central Middle School
Employed by District 624 since 03/19/2018
Effective Date: 11/30/2018
Katelyn Smith – Pupil Support Assistant, Willow Lane Elementary
Employed by District 624 since 09/04/2018
Effective Date: 12/21/2018
 - **Resignation/Termination – Certified Staff**
Jeff Wittrock – Spanish Teacher, Matoska Elementary
Employed by District 624 since 08/20/2018
Effective Date: 12/20/2018
 - **Retirement – Classified Staff**
Adrie Lyons – Admin Assistant-Building Assistant, Matoska Elementary
Employed by District 624 since 11/13/2014
Effective Date: 12/21/2018
 - **Change In Assignment – Classified Staff**
Alison Boeke – From Media Clerk – Central Middle School
To Admin. Assistant – Manager, Supervisor or Coordinator - TEC
From \$19.26 per hr., 6.0 hrs. per day, To \$20.34 per hr., 7.5 hrs. per day
Effective Date: 11/12/2018

Penny Dally – Certified Tier I Field Technician – District Wide
From 20 hours per week, To 30 hours per week
Effective Date: 11/30/2018

Lisa Tibbitts – Program Assistant Leader
From Matoska, 28.75 hours per week, To Birch, 30.0 hours per week
Effective Date: 11/26/2018

➤ **Leave of Absence – Certified Staff**

Traci Bowermaster – Special Education Teacher, Area Learning Center
Position .7 FTE, Leave .3 FTE
Effective Date: 08/27/2018 through 11/20/2018

➤ **Leave of Absence – Classified Staff**

Joanne Rogney – Part-Time Cook, Oneka Elementary
Employed by District 624 since 03/18/2014
Effective Date: 2018-2019 School Year

➤ **New Personnel – Classified Staff**

Jenell Crist – Pupil Support Assistant, Otter Lake Elementary
\$18.77/hr., 32.5 hrs. per week, \$15,128.62
Effective Date: 11/28/2018

Breanna Frame – Program Assistant, Birch Lake and Matoska Elementary
\$13.98/hr., 22.5 hrs. per week, \$10,317.24
Effective Date: 11/12/2018

Cynthia Kelsey – Part-Time Cook, WBLAHS – South Campus
\$15.09/hr., 15.0 hrs. per week, \$5,839.83
Effective Date: 11/22/2018

Kelly Meyer – Pupil Support Assistant, Normandy Park and Hugo Elementary
\$18.77/hr., 30.0 hrs. per week, \$13,624.02
Effective Date: 11/30/2018

Heidi Newpower – Part-Time Cook, WBLAHS – North Campus
\$16.18/hr., 15.0 hrs. per week, \$7,183.92
Effective Date: 10/22/2018

Xai Thao – Program Aide, Lakeaires and Otter Lake Elementary
\$13.04/hr., 21.25 hrs. per week, \$9,088.88
Effective Date: 11/12/2018

➤ **New Personnel – Certified Staff**

Kristi Gile – .5 FTE Special Education Teacher, Lakeaires Elementary
BA+30, Step 9, \$15,830.36
Effective Date: 01/02/2019

➤ **New Personnel – Non-Affiliated**

Madison Van Ostrand – Bear FUNdamentals Lead Instructor, Birch Lake Elementary
\$17.34 per hr., 40.0 hrs. per week, \$19,836.96
Effective Date: 11/07/2018

➤ **Long Term Substitute – Certified Staff**

Karen Poppa – 1.0 FTE Grade 5 Teacher, Lakeaires Elementary
MA+15, Step 13, \$9,400.00
Effective Date: 11/13/2018 through 12/21/2018

Natalie Sindt – 1.0 FTE Social Studies Teacher, Sunrise Park Middle School
MA, Step 1, \$14,792.69
Effective Date: 11/29/2018 through 01/11/2019

Roll call vote: Ayes, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Nays, none. Motion carried.

B. PUBLIC FORUM - No speakers

C. INFORMATION ITEMS

1. Legislative Priorities - Superintendent Kazmierczak presented the AMSD 2019 Legislative Platform, Ensuring an Equitable and Excellent Education for All, along with the District's priorities. The main categories for our priorities are: Stabilize Funding; Support Strategies to help Close Opportunity and Achievement Gaps; Ensure Safe Schools; Increase Taxpayer Equity; and Enhance Local Control. The presentation is available on the district website.
2. Superintendent's Report - Prior to the meeting students representing the district in Adapted Soccer, Unified Bowling, Bowling, and a diver who broke a 21-year old district record were recognized. The 2018 Annual Update has been mailed to all district households. The third session of the Well Being Series, Make it OK, will be at 7 pm on Dec 13 in the district auditorium. Teacher of the Year nomination forms are available on www.isd624.org Winter break will be from Dec 22 - Jan 1. School resumes on Jan 2. Welcome to White Bear activities will be hosted at Early Childhood, Elementary, Middle and High school levels in January. Student Report - Winter sports are well underway with the boys' hockey team 5 - 1 putting them in first place in the conference. South Campus is hosting the blood drive on Dec 20 and each first hour is adopting a family from Casa de Esperanza and providing holiday gifts.

D. DISCUSSION ITEMS

1. 2017-18 Combined World's Best Workforce and Achievement and Integration Summary Report - Assessment Coordinator Brian Morris shared 2017-18 data related to our Achievement and Integration (AI) goals. Cultural Liaisons provided insights regarding progress towards AI goals. Jordan Zickermann presented on bridging communication between families, students, and staff through the use of Intentional Social Interactions. Michael Jett presented on family and student engagement with the creation of an African American Parent Advisory group and a student field trip to a HBCU college fair. Nirvana Yang presented on Hmong New Year presentations. Briana Santoscoy created a learning opportunity for students and staff, U.S. History Through a Latino/Chicano Lens, taking place at South Campus on Dec 20. The presentation is available on the district website.
2. Presentation and Public Hearing Related to the Proposed 2018 Payable 2019 Property Tax Levy - Assistant Superintendent for Finance and Operations Tim Wald conducted a public hearing on the proposed 2018 payable 2019 property tax levy. Public Comment Session: There were six speakers Mark Stang, Beverly Farraher, Matt Trimert, Jennifer Kostroski, Amanda Rosso, and Rick Bienjor.
3. Presentation of Audit Report - Mr. Jim Eichten from the district's auditing firm of Malloy, Montague, Karnowski, Radosevich, and Co, P.A (MMKR) presented the fiscal year 2017-2018 audit report. The presentation is available on the district website.
4. First Reading of School Board Policies:
 - Policy 419, Tobacco-Free Environment
 - Policy 421, Gifts to Employees and School Board Members
 - Policy 511, Student Fundraising

Policy 530, Immunization Requirements
Policy 707, Transportation of Public School Students
Policy 708, Transportation of Nonpublic School Students
Policy 721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources
These policies will be placed on the January 14 agenda for approval.

E. OPERATIONAL ITEMS

1. Chapman moved and Wilson seconded to accept the audit report for fiscal year 2018 as presented by Mr. Jim Eichten from Malloy, Montague, Karnowski, Radosevich and Co., P.A., the District's independent auditor. **Roll call vote: Ayes, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Nays, none. Motion carried.**
2. Ellison moved and Wilson seconded to approve the certification of the final 2018 payable 2019 property tax levy in the amount of \$43,905,116.27. **Roll call vote: Ayes, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Nays, none. Motion carried.**
3. Wilson moved and Fahey seconded to accept the eleven Brosious Teaching Grants from the White Bear Lake Area Educational Foundation in the total amount of \$23,855.28. **Roll call vote: Ayes, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Nays, none. Motion carried.**
4. Chapman moved and Newmaster seconded to accept the Greater White Bear Lake Community Foundation Grant in the amount of \$1,600 for the White Bear Lake Area Schools Career Pathways. **Roll call vote: Ayes, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Nays, none. Motion carried.**
5. Ellison moved and Fahey seconded to approve the 2019-20 Calendar as recommended by the administration. **Voice vote: all ayes, nays none. Motion carried.**
6. Fahey moved and Ellison seconded to approved the following policies as recommended by the School Board Policy Committee and Cabinet.
 - a. Policy 418, Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School
 - b. Policy 427, Workload Limits for Certain Special Education Teachers
 - c. Policy 510, School Activities
 - d. Policy 712, Video Surveillance Other Than On Buses
 - e. Policy 720, Vending Machines
 - f. Policy 903, Visitors to School District Property and Facilities**Voice vote: All ayes, nays none. Motion carried.**

Beloyed moved and Wilson seconded to go into closed session at 9:08 p.m. pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider an offer to purchase property identified as PID #18.031.21.43.0002 located in the City of Hugo, County of Washington, State of Minnesota; and PID # 18.031.21.43.0001 and 19.031.21.12.0001 located in the City of Hugo, County of Washington, State of Minnesota. **Voice vote: All ayes, nays none. Motion carried.**

Chair Mullin reconvened the meeting at 9:13 p.m. Board members present: Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Administrators present: Superintendent Kazmierczak, Wald

Closed session adjourned at 9:24 p.m. and Chair Mullin reopened the meeting at 9:26 p.m.

7. Chapman moved and Wilson seconded to approve land purchase agreements identified as PID #18.031.21.43.0002 located in the City of Hugo, County of Washington, State of Minnesota; and PID # 18.031.21.43.0001 and 19.031.21.12.0001 located in the City of Hugo, County of Washington, State of Minnesota. ***Roll call vote: Ayes, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey. Nays, none. Motion carried.***

F. BOARD FORUM - No reports.

G. ADJOURNMENT - Wilson moved and Mullin seconded to adjourn the meeting at 9:28 p.m.

Submitted by: Ellen Fahey, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Action Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**
Tom Wieczorek, Director of Finance

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>12/14/2018</u>	<u>12/28/2018</u>
Direct Deposit	5336118-537650	1,875,790.35	
Direct Deposit	537651-539119		1,993,240.34

CHECK NUMBER	VENDOR	AMOUNT	CHECK DATE	CHECK TYPE
97770	WHITE BEAR LAKE (CITY OF)	\$ 513.75	12/4/2018	R
97770	WHITE BEAR LAKE (CITY OF)	\$ (513.75)	12/17/2018	V
97771	ART EDUCATORS OF MN	\$ 200.00	12/5/2018	R
97772	LOVE YOUR MELON	\$ 7,817.50	12/6/2018	R
97774	AMAZON CAPITAL SERVICES	\$ 534.68	12/7/2018	R
97774	AMAZON CAPITAL SERVICES	\$ (534.68)	12/7/2018	V
97776	AMAZON CAPITAL SERVICES	\$ 534.68	12/7/2018	R
97777	AARP DRIVER SAFETY PROGRAM	\$ 250.00	12/13/2018	S
97778	AARP DRIVER SAFETY PROGRAM	\$ 305.00	12/13/2018	S
97779	AARP DRIVER SAFETY PROGRAM	\$ 125.00	12/13/2018	S
97780	ACCLAIM SERVICES INC	\$ 1,413.00	12/13/2018	R
97781	ACCUCUT	\$ 44.00	12/13/2018	R
97782	ADAPTIVE TECH SOLUTIONS	\$ 107.19	12/13/2018	R
97783	ADVANTAGE EDUC PROGRAMS	\$ 5,033.00	12/13/2018	R
97784	ALLIED 100, LLC	\$ 87.31	12/13/2018	R
97785	AMERICAN MESSAGING	\$ 20.89	12/13/2018	R
97786	AMERICAN TIME	\$ 350.19	12/13/2018	R
97787	AMERIPRIDE SERVICES	\$ 1,107.63	12/13/2018	R
97788	ANDERSON'S	\$ 296.36	12/13/2018	R
97789	ANDERSON-JOHNSON ASSOC INC	\$ 11.99	12/13/2018	R
97790	ANDREWSKI, DENNIS	\$ 103.00	12/13/2018	R
97791	ARCH LANGUAGE NETWORK	\$ 640.00	12/13/2018	R
97792	AMER SPEECH LANG HEARING ASSOC	\$ 225.00	12/13/2018	R
97793	ASL INTERPRETING SERVICES	\$ 900.00	12/13/2018	R
97794	ATC GROUP SERVICES LLC	\$ 5,615.53	12/13/2018	R
97795	AVID CENTER	\$ 18,776.00	12/13/2018	R
97796	AYDT, CHARLES	\$ 92.00	12/13/2018	R
97797	BALZER, NATHAN	\$ 77.00	12/13/2018	R
97798	BARNES & NOBLE	\$ 259.05	12/13/2018	R
97799	BARTHOLD	\$ 1,773.75	12/13/2018	R
97800	BASICH, MICHAEL	\$ 16,211.75	12/13/2018	R
97801	BATTERIES PLUS BULBS	\$ 89.95	12/13/2018	R
97802	BEAR PATCH QUILTING CO	\$ 214.12	12/13/2018	R
97803	BEHLOW, DAVID	\$ 269.27	12/13/2018	R
97804	BERGELAND, JOHN	\$ 60.00	12/13/2018	R
97805	BERGER TRANSFER & STORAGE INC	\$ 1,472.22	12/13/2018	R
97806	BERTHIAUME, DAVID	\$ 136.00	12/13/2018	R
97807	BIDON, SUZULA	\$ 200.00	12/13/2018	R
97808	BIG THRILL FACTORY	\$ 168.75	12/13/2018	R
97809	BJORNSON, BART	\$ 25.98	12/13/2018	R
97810	BLUE TARP FINANCIAL INC	\$ 165.95	12/13/2018	R
97811	BOWMAN, DON	\$ 77.00	12/13/2018	R
97812	BOYER TRUCKS	\$ 269.80	12/13/2018	R
97813	BRAINPOP LLC	\$ 230.00	12/13/2018	R
97814	BRODIN, HEATHER	\$ 135.00	12/13/2018	R

97815 BSN SPORTS	\$	1,717.65	12/13/2018 R
97816 BUCKNER, SARAH	\$	155.00	12/13/2018 R
97817 CAP ELECTRIC INC	\$	1,101.94	12/13/2018 R
97818 CARBONES PIZZERIA	\$	197.77	12/13/2018 R
97819 CARDINAL, KATHLEEN	\$	13.60	12/13/2018 R
97820 CARNEY, DAVID	\$	15.00	12/13/2018 R
97821 CARROLL, JENNIFER	\$	64.56	12/13/2018 R
97822 CARROT-TOP INDUSTRIES INC	\$	124.62	12/13/2018 R
97823 CARSON-DELLOSA PUBLISHING CO LLC	\$	22.53	12/13/2018 R
97824 CATALYST SPORTS MEDICINE	\$	7,235.47	12/13/2018 R
97825 CCP INDUSTRIES INC	\$	713.61	12/13/2018 R
97826 CEL PUBLIC RELATIONS, INC	\$	11,137.00	12/13/2018 R
97827 CENTURY COLLEGE	\$	8,143.01	12/13/2018 R
97828 CERMAK, CHRISTINE	\$	2,421.30	12/13/2018 R
97829 CHAMPIONSHIP PRODUCTS UNLTD	\$	6,566.00	12/13/2018 R
97830 CHAPMAN, RONALD	\$	59.00	12/13/2018 R
97831 CINTAS CORP #470	\$	270.81	12/13/2018 R
97832 CLARK, CYNTHIA JEAN	\$	16.15	12/13/2018 R
97833 CMRS-FP	\$	6,000.00	12/13/2018 R
97834 COLORADO WHOLESALE DYE CORP	\$	76.90	12/13/2018 R
97835 COLYER, KERRY	\$	87.00	12/13/2018 R
97836 COMPUTER EXPLORERS	\$	165.00	12/13/2018 R
97837 CONNEY SAFETY	\$	191.26	12/13/2018 R
97838 CONSTANTINE DANCE CLASSES	\$	468.00	12/13/2018 R
97839 CONTINENTAL CLAY CO	\$	78.00	12/13/2018 R
97840 CONTINENTAL RESEARCH CORP	\$	1,983.17	12/13/2018 R
97841 COOPS SPORTSWEAR	\$	406.00	12/13/2018 R
97842 CORNERSTONE OCCUPATIONAL	\$	270.00	12/13/2018 R
97843 CRYSTEEL TRUCK EQUIPMENT	\$	7,946.99	12/13/2018 R
97844 CUB FOODS OF WHITE BEAR TWSHP	\$	2,631.50	12/13/2018 R
97845 CUSTOM INK LLC	\$	1,713.00	12/13/2018 R
97846 DALCO CORPORATION	\$	40,647.03	12/13/2018 R
97847 DAVID BYE SERVICES	\$	100.00	12/13/2018 R
97848 DEJARLAIS, MARILYN	\$	22.74	12/13/2018 R
97849 DELLWOOD COUNTRY CLUB	\$	4,827.54	12/13/2018 R
97850 DELONG, KRYSTA	\$	135.00	12/13/2018 R
97851 DESJARDINS, RUTH	\$	69.76	12/13/2018 R
97852 DIRECT SUPPLY, INC.	\$	247.26	12/13/2018 R
97853 DITTER, JACK	\$	60.00	12/13/2018 R
97854 DIVERSIFIED SNACK DISTRIBUTION	\$	1,857.93	12/13/2018 R
97855 DOMINOS PIZZA	\$	6,184.01	12/13/2018 R
97856 DONATELLI'S	\$	108.45	12/13/2018 R
97857 DOUGLAS, SANDRA	\$	100.00	12/13/2018 R
97858 DOYLE, MELISSA	\$	310.00	12/13/2018 R
97859 ECKROTH MUSIC	\$	80.06	12/13/2018 R
97860 ENDURANCE UNITED	\$	590.00	12/13/2018 R
97861 EQUITY ALLIANCE MN	\$	300.00	12/13/2018 R

97862 EVAN-MOOR	\$	46.97	12/13/2018 R
97863 EVANS, DANIEL	\$	142.00	12/13/2018 R
97864 EVERYDAY SPEECH LLC	\$	99.99	12/13/2018 R
97865 FAIRCLOUGH, KARI	\$	1,100.00	12/13/2018 R
97866 FASTENATION INC	\$	104.25	12/13/2018 R
97867 FESTIVAL FOODS-KNOWLAN'S	\$	134.51	12/13/2018 R
97868 FIREFLY COMPUTERS	\$	798.00	12/13/2018 R
97869 FIRKUS, DAVID	\$	77.00	12/13/2018 R
97870 FIRST STUDENT INC	\$	4,472.48	12/13/2018 R
97871 FLANAGAN, HOPE	\$	850.00	12/13/2018 R
97872 FLICEK WELDING LLC	\$	8,300.00	12/13/2018 R
97873 FLINN SCIENTIFIC INC	\$	621.50	12/13/2018 R
97874 FLIPS GYMNASTICS LLC	\$	1,105.00	12/13/2018 R
97875 FLYNN, BARBARA	\$	12.75	12/13/2018 R
97876 FOOLS FOR CHRIST	\$	1,000.00	12/13/2018 R
97877 FRANCE, LATISHA	\$	354.56	12/13/2018 R
97878 FRATTALONES HARDWARE STORES	\$	478.94	12/13/2018 R
97879 FUN EXPRESS LLC	\$	334.25	12/13/2018 R
97880 FUN JUMPS ENTERTAINMENT, INC	\$	520.00	12/13/2018 R
97881 GALLAGHERS NORTHWESTERN TIRE CO INC	\$	9,888.05	12/13/2018 R
97882 GARVEY, PATRICIA	\$	33.15	12/13/2018 R
97883 GEIR, JAMIE	\$	19.98	12/13/2018 R
97884 GEMINI ATHLETIC WEAR INC	\$	279.00	12/13/2018 R
97885 GENERAL OFFICE PRODUCTS CO	\$	3,480.00	12/13/2018 R
97886 GEPHART TRUCKING	\$	3,300.00	12/13/2018 R
97887 GIMKIT, LLC	\$	399.90	12/13/2018 R
97888 GLYNN, TOM	\$	77.00	12/13/2018 R
97889 GOLDCOM INC	\$	105.13	12/13/2018 R
97890 THE GOOD ACRE	\$	1,936.25	12/13/2018 R
97891 GRAEN, KATHLEEN	\$	83.00	12/13/2018 R
97892 GRAINGER	\$	3,145.53	12/13/2018 R
97893 GRANDMA'S BAKERY INC	\$	55.08	12/13/2018 R
97894 GRANITE CITY ENVIRONMENTAL	\$	332.50	12/13/2018 R
97895 GREAT AMER OPPORTUNITIES INC	\$	560.67	12/13/2018 R
97896 GREEN, ABBIE	\$	248.52	12/13/2018 R
97897 GROTH MUSIC CO	\$	1,583.94	12/13/2018 R
97898 HAAG, LOIS	\$	12.75	12/13/2018 R
97899 HAAS MUSICAL INSTRUMENT REPAIR	\$	190.80	12/13/2018 R
97900 HALO TRANSPORTATION	\$	7,315.00	12/13/2018 R
97901 HANKINS, RYAN	\$	180.00	12/13/2018 R
97902 HANSON, GENO	\$	59.00	12/13/2018 R
97903 HEALTHPARTNERS	\$	163,804.64	12/13/2018 R
97904 HEGGIES PIZZA	\$	1,139.09	12/13/2018 R
97905 HERMES, MARK	\$	59.00	12/13/2018 R
97906 HEUTINK USA	\$	38.15	12/13/2018 R
97907 HIAWATHA HOMECARE	\$	210.00	12/13/2018 R
97908 HISDAHL INC	\$	220.85	12/13/2018 R

97909 HOBART SERVICE	\$	172.39	12/13/2018 R
97910 HOME DEPOT CREDIT SERVICES	\$	868.09	12/13/2018 R
97911 HOPKINS GIRLS BASKETBALL	\$	60.00	12/13/2018 R
97912 HOUSE OF PRINT	\$	10,097.16	12/13/2018 R
97917 IFD	\$	83,746.74	12/13/2018 R
97918 INDIAN HILLS GOLF CLUB	\$	750.00	12/13/2018 R
97919 INDUSTRIAL ARTS SUPPLY	\$	138.65	12/13/2018 R
97920 INSPEC INC	\$	6,000.00	12/13/2018 R
97921 INTELLIGERE INC	\$	475.00	12/13/2018 R
97922 IPEVO INC	\$	99.00	12/13/2018 R
97923 INFORMATION & TECH EDUC OF MN	\$	250.00	12/13/2018 R
97924 IXL LEARNING	\$	1,440.00	12/13/2018 R
97925 J.R.'S ADVANCED RECYCLERS	\$	110.00	12/13/2018 R
97926 JAROS, REBECCA	\$	124.84	12/13/2018 R
97927 JAYTECH INC	\$	261.90	12/13/2018 R
97928 JIMMY'S CONFERENCE & BANQUET CTR	\$	45.00	12/13/2018 R
97929 JOHNSON, CHARLES	\$	13.19	12/13/2018 R
97930 JOHNSON, SHARON	\$	286.64	12/13/2018 R
97931 JOSWIAK, KRISTEN	\$	335.01	12/13/2018 R
97932 JW PEPPER & SON INC	\$	224.89	12/13/2018 R
97933 KARLSBURGER FOODS INC	\$	603.90	12/13/2018 R
97934 KARNAS, MIKE	\$	77.00	12/13/2018 R
97935 KEYSTONE INTERPRETING SOLUTIONS	\$	3,643.13	12/13/2018 R
97936 KHAN, RUBINA	\$	14.35	12/13/2018 R
97937 KIMBALL MIDWEST	\$	326.87	12/13/2018 R
97938 KITTELSON MARKETING CO INC	\$	1,947.00	12/13/2018 R
97939 KLINGSPORN, TODD	\$	77.00	12/13/2018 R
97940 KNOBLACH, CELIA	\$	276.51	12/13/2018 R
97941 KOCH, JOSHUA	\$	87.00	12/13/2018 R
97942 KOPP SCOTT	\$	83.00	12/13/2018 R
97946 KRAFT CONTRACTING & MECHANICAL	\$	23,542.32	12/13/2018 R
97947 KULLY SUPPLY COMPANY	\$	433.48	12/13/2018 R
97948 KULZER, ERIC	\$	83.00	12/13/2018 R
97949 LADENS BUSINESS SOLUTIONS	\$	145.00	12/13/2018 R
97950 LAKESHORE LEARNING STORE	\$	66.08	12/13/2018 R
97951 LAKESHORE LEARNING MATERIALS	\$	51.73	12/13/2018 R
97952 LAKEVIEW ELECTRICAL SERVICES	\$	1,035.00	12/13/2018 R
97953 LALIBERTE, DAMON	\$	77.00	12/13/2018 R
97954 LALIBERTE, ELAINE	\$	16.58	12/13/2018 R
97955 LARSEN, BRAD	\$	155.00	12/13/2018 R
97956 LARSON, BEVERLEY	\$	25.93	12/13/2018 R
97957 LEARNING A-Z	\$	439.80	12/13/2018 R
97958 LEHNER, MICHELE	\$	300.00	12/13/2018 R
97959 LEVASSEUR, MARY	\$	32.30	12/13/2018 R
97960 LHB INC	\$	2,548.00	12/13/2018 R
97961 THE LODGE AT GIANTS RIDGE	\$	1,130.80	12/13/2018 R
97962 LONG LAKE CONSERVATION CENTER	\$	21,081.60	12/13/2018 R

97963 L T G POWER EQUIPMENT	\$	620.00	12/13/2018 R
97964 LUNDGREN, JOANNE	\$	21.25	12/13/2018 R
97965 LYLE, TOM	\$	77.00	12/13/2018 R
97966 MAC RUNNEL, MINDY	\$	43.50	12/13/2018 R
97967 MACKIN EDUCATIONAL RESOURCES	\$	1,000.00	12/13/2018 R
97968 MADISON NATIONAL LIFE	\$	39,959.58	12/13/2018 R
97969 MAILFINANCE INC	\$	431.82	12/13/2018 R
97970 MANKATO EAST HIGH	\$	160.00	12/13/2018 R
97971 CITY OF MAPLEWOOD	\$	2,321.00	12/13/2018 R
97972 MARSHALL, KRISTINA	\$	135.00	12/13/2018 R
97973 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$	185.00	12/13/2018 R
97974 MAUER, BRIAN	\$	77.00	12/13/2018 R
97975 MN CHEERLEADING COACHES ASSOC	\$	1,580.00	12/13/2018 R
97976 MN COMMUNITY EDUC ASSOC (MCEA)	\$	1,462.00	12/13/2018 R
97977 MCGEE, JASON	\$	83.00	12/13/2018 R
97978 MCKINLAY, SHANE	\$	136.00	12/13/2018 R
97979 MED COMPASS	\$	707.00	12/13/2018 R
97980 MEDTOX LABORATORIES	\$	166.10	12/13/2018 R
97981 METRO ECSU	\$	395.00	12/13/2018 R
97982 METRO MEALS ON WHEELS INC	\$	154.75	12/13/2018 R
97983 MHS	\$	408.24	12/13/2018 R
97984 MICHAELSON, RUTH	\$	15.30	12/13/2018 R
97985 MICKMAN BROTHERS	\$	57.30	12/13/2018 R
97986 MIDAMERICA BOOKS	\$	736.15	12/13/2018 R
97987 MILLIGAN, THERESA	\$	44.00	12/13/2018 R
97988 MINNEAPOLIS SOUTH HIGH SCHOOL	\$	275.00	12/13/2018 R
97990 MINVALCO INC	\$	4,258.72	12/13/2018 R
97991 MITCHELL FURNITURE SYSTEMS	\$	567.09	12/13/2018 R
97992 MN MUSIC EDUCATORS ASSOC	\$	1,863.00	12/13/2018 R
97993 MN BOARD OF SCHOOL ADMINISTRATORS	\$	300.00	12/13/2018 R
97994 MN COACHES INC	\$	1,494.80	12/13/2018 R
97995 MN DEPT OF HEALTH	\$	35.00	12/13/2018 R
97996 MN DEPT OF LABOR & INDUSTRY	\$	300.00	12/13/2018 R
97997 MN JEWISH THEATRE CO	\$	243.00	12/13/2018 R
97998 MN MAKERS	\$	288.00	12/13/2018 R
97999 MN ORCHESTRA	\$	450.00	12/13/2018 R
98000 MN STATE UNIV MANKATO	\$	1,350.00	12/13/2018 R
98001 MOBILE CITIZEN LLC	\$	1,200.00	12/13/2018 R
98002 MODERN FENCE & CONST INC	\$	194.04	12/13/2018 R
98003 MOGREN, ALEXZANDRA	\$	92.00	12/13/2018 R
98004 MOLITOR, JOYCE	\$	86.94	12/13/2018 R
98005 MONTESSORI SERVICES	\$	45.80	12/13/2018 R
98006 MONTESSORI N' SUCH INC	\$	26.95	12/13/2018 R
98007 MURPHY, LYNNE M	\$	180.00	12/13/2018 R
98008 MUSEUM OF SCIENCE	\$	904.70	12/13/2018 R
98009 MY MEDICAL CLINIC	\$	820.00	12/13/2018 R
98010 NATL AFTERSCHOOL ASSOC	\$	1,140.00	12/13/2018 R

98011	NAC MECHANICAL & ELECTRICAL SERV	\$	875.10	12/13/2018	R
98012	NASP INC	\$	1,806.00	12/13/2018	R
98013	NASSEFF MECH CONTRACTORS	\$	3,235.00	12/13/2018	R
98014	NCPERS MINNESOTA	\$	160.00	12/13/2018	R
98015	NELSON'S PRO SHOP	\$	698.00	12/13/2018	R
98016	NELSON, RICK	\$	155.00	12/13/2018	R
98017	NEOFUNDS BY NEOPOST	\$	546.95	12/13/2018	R
98018	NEUBECK, TRAVIS	\$	136.00	12/13/2018	R
98019	NEW READERS PRESS	\$	289.00	12/13/2018	R
98020	NIXON, CATHERINE	\$	100.00	12/13/2018	R
98021	NORCENTRONIX DISTRIBUTING	\$	52.00	12/13/2018	R
98022	NORTH CENTRAL BLUE BIRD BUS SALES	\$	30,033.25	12/13/2018	R
98023	NORTH STAR BANK	\$	7,650.00	12/13/2018	R
98024	NORTHBOUND CREATIVE	\$	1,009.00	12/13/2018	R
98025	NORTHERN LANDSCAPE & IRRIGATION INC	\$	6,815.00	12/13/2018	R
98026	NORTHERN GREEN EXPO	\$	228.00	12/13/2018	R
98027	NORTHWEST GRAPHIC SUPPLY CO	\$	496.79	12/13/2018	R
98028	NYSTROM PUBLISHING CO INC	\$	15,924.73	12/13/2018	R
98029	O'NEIL, LOIS	\$	18.06	12/13/2018	R
98030	O'REILLY AUTOMOTIVE INC	\$	283.44	12/13/2018	R
98031	OFFICE DEPOT	\$	179.15	12/13/2018	R
98032	OLSON, SUZANNE	\$	31.45	12/13/2018	R
98033	OPATRNY, ANDREA	\$	300.00	12/13/2018	R
98034	PAUL VADNAIS PLUMBING & WELL	\$	320.00	12/13/2018	R
98035	PEISSIG, JOSEPH	\$	2,497.00	12/13/2018	R
98036	PENN-MCGEE, DAVE	\$	87.00	12/13/2018	R
98037	PETERSON BROS ROOFING & CONST	\$	5,657.91	12/13/2018	R
98038	PICTURE THAT!	\$	189.00	12/13/2018	R
98039	PODS COMPLETE CAR CARE	\$	2,668.79	12/13/2018	R
98040	PRAXAIR DISTRIBUTION INC	\$	29.79	12/13/2018	R
98042	PRESS PUBLICATIONS	\$	5,891.00	12/13/2018	R
98043	PRO SOUND AND LIGHT	\$	200.00	12/13/2018	R
98044	PROFESSIONAL WIRELESS COMM	\$	1,335.00	12/13/2018	R
98045	PROFORMA	\$	287.93	12/13/2018	R
98046	RAMSEY COUNTY PARKS/REC DEPT	\$	14,855.00	12/13/2018	R
98047	RAMSEY COUNTY PUBLIC HEALTH	\$	400.00	12/13/2018	R
98048	REGENTS OF THE UNIV OF MN	\$	9,675.40	12/13/2018	R
98050	REHBEIN TRANSIT CO	\$	22,993.29	12/13/2018	R
98053	REPUBLIC SERVICES #899	\$	30,700.59	12/13/2018	R
98054	THE RETROFIT COMPANIES INC	\$	546.60	12/13/2018	R
98055	ROETTGER, DORIS	\$	74.00	12/13/2018	R
98056	RUPP ANDERSON SQUIRES & WALDSPURGER PA	\$	6,903.05	12/13/2018	R
98057	SAFETY-KLEEN CORP	\$	393.83	12/13/2018	R
98058	SAGDALEN, REBEKAH	\$	35.00	12/13/2018	R
98059	SAIKO, KATHY	\$	15.30	12/13/2018	R
98060	SALZMAN-HANKINS, SHARI	\$	180.00	12/13/2018	R
98061	SAMACO SUPPLY	\$	84.08	12/13/2018	R

98062	SANTILLANA USA	\$	119.30	12/13/2018	R
98063	SAUERS, TODD	\$	73.00	12/13/2018	R
98064	SCHMITT MUSIC COMPANY	\$	297.00	12/13/2018	R
98065	SCHOLASTIC BOOK FAIRS	\$	4,110.70	12/13/2018	R
98066	SCHOLASTIC MAGAZINES	\$	63.25	12/13/2018	R
98067	SCHOOL CHECK IN	\$	340.00	12/13/2018	R
98068	SCHOOL HEALTH CORPORATION	\$	7,256.39	12/13/2018	R
98069	SCHOOL OUTFITTERS	\$	191.76	12/13/2018	R
98070	SCHWARTZ, KAREN	\$	163.66	12/13/2018	R
98071	SEEVER, GRAY	\$	320.00	12/13/2018	R
98072	SHRED-IT USA - MINNEAPOLIS	\$	557.18	12/13/2018	R
98073	SKATETIME SCHOOL PROGRAMS	\$	4,619.00	12/13/2018	R
98074	SMART CENTER	\$	10.00	12/13/2018	R
98075	SCHOOL NUTRITION ASSOC (SNA)	\$	43.00	12/13/2018	R
98076	SNODDY, JASON	\$	83.00	12/13/2018	R
98077	SOCIAL THINKING PUBLISHING	\$	340.92	12/13/2018	R
98078	SOLOMON, CATHY	\$	363.85	12/13/2018	R
98079	SOUTHERN MN INSPECTION	\$	183.65	12/13/2018	R
98080	SOUTHPAW ENTERPRISES	\$	718.20	12/13/2018	R
98081	SPANISH SPECIALISTS AND CONSULTANTS	\$	240.00	12/13/2018	R
98085	STAPLES ADVANTAGE	\$	1,307.81	12/13/2018	R
98086	STARFALL EDUC FOUNDATION	\$	270.00	12/13/2018	R
98088	STATE SUPPLY CO	\$	2,937.20	12/13/2018	R
98089	STAY TUNED PIANO SERVICES	\$	196.00	12/13/2018	R
98090	STEINER, WENDY	\$	743.72	12/13/2018	R
98091	STOR-MOR	\$	5,050.00	12/13/2018	R
98092	STRATEGIC STAFFING SOLUTIONS	\$	1,684.38	12/13/2018	R
98093	STREAMLINE DESIGN INC	\$	959.00	12/13/2018	R
98094	SUBSCRIPTION SERV OF AMER INC	\$	199.79	12/13/2018	R
98095	SUCCESS BEYOND THE CLASSROOM	\$	120.00	12/13/2018	R
98096	SUMMIT COMPANIES	\$	4,587.40	12/13/2018	R
98097	SUPER DUPER PUBLICATIONS	\$	77.45	12/13/2018	R
98098	SURPLUS SERVICES	\$	203.00	12/13/2018	R
98099	SYNOVIA SOLUTIONS	\$	1,551.40	12/13/2018	R
98100	TARTAN HIGH SCHOOL	\$	105.00	12/13/2018	R
98101	TEACHER INNOVATIONS INC	\$	54.00	12/13/2018	R
98102	THORSHEIM, TAI	\$	242.00	12/13/2018	R
98103	TIGER OAK PUBLICATIONS	\$	1,310.00	12/13/2018	R
98104	TRADE PRESS INC	\$	987.00	12/13/2018	R
98105	TRANS-MISSISSIPPI BIO SUPPLY	\$	175.25	12/13/2018	R
98106	TREASURED TRANSPORTATION	\$	48,893.73	12/13/2018	R
98107	TREETOP PUBLISHING INC	\$	173.90	12/13/2018	R
98108	TRI-STATE BOBCAT	\$	157.25	12/13/2018	R
98109	TRIO SUPPLY COMPANY	\$	1,618.56	12/13/2018	R
98110	TRUSTED EMPLOYEES	\$	8,726.34	12/13/2018	R
98111	TUFT, JAMES	\$	136.00	12/13/2018	R
98112	TUSA, COLLEEN	\$	100.00	12/13/2018	R

98113 UHL CO INC	\$	4,164.25	12/13/2018 R
98114 UNIVERSITY OF MINNESOTA	\$	11,600.00	12/13/2018 R
98115 US BANK	\$	213.40	12/13/2018 R
98116 US FOODS CULINARY EQUIP & SUPPLIES	\$	122.08	12/13/2018 R
98117 US GAMES	\$	223.33	12/13/2018 R
98118 VAIL, STEVEN	\$	83.00	12/13/2018 R
98119 VARSITY SPIRIT FASHIONS	\$	1,592.27	12/13/2018 R
98120 VFW POST 2793	\$	175.00	12/13/2018 R
98121 VIKING ELECTRIC SUPPLY	\$	7,581.83	12/13/2018 R
98122 VOYAGER SOPRIS LEARNING	\$	161.70	12/13/2018 R
98123 WB AREA EMERGENCY FOOD SHELF	\$	5,000.00	12/13/2018 R
98124 WHITE BEAR CENTER FOR THE ARTS	\$	9,200.00	12/13/2018 R
98125 WHITE BEAR GLASS INC	\$	400.00	12/13/2018 R
98126 WHITE BEAR LOCKSMITH INC	\$	575.00	12/13/2018 R
98127 WHITE BEAR LAKE CITY	\$	1,301.25	12/13/2018 R
98128 WHITE BEAR LAKE (CITY OF)	\$	150,644.63	12/13/2018 R
98128 WHITE BEAR LAKE (CITY OF)	\$	(150,644.63)	12/14/2018 V
98129 WHITE BEAR LAKE CITY	\$	8,709.79	12/13/2018 R
98130 WELLNER LAW PLLC	\$	300.00	12/13/2018 R
98131 WENGER CORP	\$	1,269.00	12/13/2018 R
98132 WEST MUSIC COMPANY	\$	1,786.00	12/13/2018 R
98133 WHITEMAN, ERNEST	\$	300.00	12/13/2018 R
98134 WILCOX PAPER	\$	55.50	12/13/2018 R
98135 WILLCOXON, PETER SR	\$	792.00	12/13/2018 R
98136 WL HALL COMPANY	\$	25,833.53	12/13/2018 R
98137 WOODRICH, WARD III	\$	135.00	12/13/2018 R
98138 WURZER, BRIAN	\$	29.97	12/13/2018 R
98139 ZALLAR, CHERYL	\$	225.00	12/13/2018 R
98140 ZERO GRAVITY TRAMPOLINE PARK	\$	450.00	12/13/2018 R
98141 CUB FOODS OF WHITE BEAR TWSHP	\$	921.27	12/14/2018 R
98142 SAM'S CLUB/SYNCHRONY BANK	\$	592.06	12/14/2018 S
98143 SAM'S CLUB/SYNCHRONY BANK	\$	1,657.67	12/14/2018 S
98144 SAM'S CLUB/SYNCHRONY BANK	\$	590.78	12/14/2018 S
98145 SAM'S CLUB/SYNCHRONY BANK	\$	879.79	12/14/2018 S
98146 SAM'S CLUB/SYNCHRONY BANK	\$	286.78	12/14/2018 S
98147 SAM'S CLUB/SYNCHRONY BANK	\$	32.11	12/14/2018 S
98148 WHITE BEAR LAKE (CITY OF)	\$	820.34	12/14/2018 S
98149 WHITE BEAR LAKE (CITY OF)	\$	2,824.29	12/14/2018 S
98150 WHITE BEAR LAKE (CITY OF)	\$	147,000.00	12/14/2018 S
98151 ISD #624 WBL SCHOOLS	\$	1,500.00	12/17/2018 R
98152 AMAZON	\$	1,097.45	12/18/2018 R
98153 GURSTEL CHARGO ATTORNEYS AT LAW	\$	715.75	12/20/2018 R
98154 IUOE LOCAL 70	\$	15,422.58	12/20/2018 R
98155 MESSERLI & KRAMER PA	\$	1,190.93	12/20/2018 R
98156 THE ROSE LAW FIRM, PLLC	\$	215.19	12/20/2018 R
98157 US DEPT OF EDUCATION	\$	1,012.63	12/20/2018 R
98158 WI SCTF	\$	680.50	12/20/2018 R

98159	AARP DRIVER SAFETY PROGRAM	\$	335.00	12/27/2018	S
98160	AARP DRIVER SAFETY PROGRAM	\$	195.00	12/27/2018	R
98161	ABBOTT PAINT & CARPET INC	\$	30.73	12/27/2018	R
98162	ABDO SPOTLIGHT MAGIC WAGON	\$	673.30	12/27/2018	R
98163	ACER SERVICE CORP	\$	1,394.65	12/27/2018	R
98164	ACP DIRECT	\$	214.45	12/27/2018	R
98165	ACT INC	\$	8,359.00	12/27/2018	R
98166	ACTIVE INTERNET TECHNOLOGIES	\$	45,252.00	12/27/2018	R
98168	AGROPUR INC	\$	16,557.61	12/27/2018	R
98169	ALL STRINGS ATTACHED	\$	7,837.75	12/27/2018	R
98170	ALLSTREAM	\$	3,729.54	12/27/2018	R
98171	AMAZON	\$	143.92	12/27/2018	S
98172	AMERICAN TIME	\$	623.75	12/27/2018	R
98173	AMPLIFIED IT LCC	\$	5,613.30	12/27/2018	R
98174	ANDERSON, PATRICIA	\$	202.30	12/27/2018	R
98175	ANDREW LEHN CONSULTING	\$	93.36	12/27/2018	R
98176	APPLE COMPUTER INC	\$	299.00	12/27/2018	R
98177	ASL INTERPRETING SERVICES	\$	270.00	12/27/2018	R
98178	ASTLEFORD INTERNATIONAL TRUCKS	\$	124.94	12/27/2018	R
98179	AUTONATION WBL FORD	\$	20.76	12/27/2018	R
98180	BARCO PRODUCTS CO	\$	1,399.05	12/27/2018	R
98181	BARNETT WB CHRYSLER JEEP DODGE	\$	588.90	12/27/2018	R
98182	BATTERIES PLUS BULBS	\$	285.40	12/27/2018	R
98183	BERGELAND, JOHN	\$	60.00	12/27/2018	R
98184	BERGERSON, REBECCA	\$	8.80	12/27/2018	R
98185	BLICK ART MATERIALS	\$	545.46	12/27/2018	R
98186	BLOOM, JENNIFER	\$	83.00	12/27/2018	R
98187	BLUEBIRD SCREEN PRINT	\$	776.00	12/27/2018	R
98188	BOHMBACH, JOHN	\$	77.00	12/27/2018	R
98189	BONES CLONES, INC	\$	3,676.68	12/27/2018	R
98190	BOOKSOURCE	\$	593.28	12/27/2018	R
98191	BSN SPORTS	\$	4,161.78	12/27/2018	R
98192	CAPITAL ONE COMMERCIAL	\$	387.62	12/27/2018	R
98193	CARLSON, JULIE	\$	77.00	12/27/2018	R
98194	CASSIL, PATRICE	\$	12.75	12/27/2018	R
98195	CDW GOVERNMENT INC	\$	30.69	12/27/2018	R
98196	CENTER FOR POLICY DESIGN	\$	2,700.00	12/27/2018	R
98197	CHAMPLIN PARK HIGH SCHOOL	\$	250.00	12/27/2018	R
98198	CHANNING BETE CO INC	\$	606.26	12/27/2018	R
98199	CHAPMAN, RONALD	\$	59.00	12/27/2018	R
98200	CHILDREN'S HEALTH MARKET INC	\$	789.80	12/27/2018	R
98201	CHILDREN'S THEATER COMPANY	\$	510.00	12/27/2018	R
98202	CHRISTIAN, RUSSELL	\$	83.00	12/27/2018	R
98203	CINTAS CORP #470	\$	375.75	12/27/2018	R
98204	CLARK, CYNTHIA JEAN	\$	212.35	12/27/2018	R
98205	COBORNS DELIVERS	\$	459.07	12/27/2018	R
98206	COLLER, RONALD	\$	87.00	12/27/2018	R

98207	COMO PARK ZOO AND CONSERVATORY-EDUCATION	\$	150.00	12/27/2018	R
98208	CONNEY SAFETY	\$	267.52	12/27/2018	R
98209	CONTINENTAL CLAY CO	\$	10.36	12/27/2018	R
98210	CONTINENTAL RESEARCH CORP	\$	1,747.20	12/27/2018	R
98211	CULINEX	\$	676.60	12/27/2018	R
98212	CULLIGAN BOTTLED WATER	\$	75.75	12/27/2018	R
98213	DAKOTA TRUCK UNDERWRITERS	\$	47,829.00	12/27/2018	R
98214	DEGEZELLE, KEVIN	\$	77.00	12/27/2018	R
98215	DEJARLAIS, MARILYN	\$	636.44	12/27/2018	R
98216	DESIGNER SIGN SYSTEMS INC	\$	465.00	12/27/2018	R
98217	DEY DISTRIBUTING	\$	247.98	12/27/2018	R
98218	DISCOUNT SCHOOL SUPPLY	\$	435.46	12/27/2018	R
98219	DOFFING, SHARON	\$	303.03	12/27/2018	R
98220	DOMINOS PIZZA	\$	1,214.56	12/27/2018	R
98221	DOSE, BENJAMIN	\$	285.00	12/27/2018	R
98223	DEFINITIVE TECHNOLOGY SOLUTIONS	\$	735.11	12/27/2018	R
98224	DUB, JACOB	\$	136.00	12/27/2018	R
98225	EARLY, SHERRY	\$	13.18	12/27/2018	R
98227	ECKROTH MUSIC	\$	2,644.28	12/27/2018	R
98228	EISENHUTH, JEANNE	\$	46.75	12/27/2018	R
98229	ELLEFSON, JOANN	\$	142.00	12/27/2018	R
98230	ELLISON EDUC EQUIP INC	\$	119.83	12/27/2018	R
98231	ENGSTROM, MARK	\$	155.00	12/27/2018	R
98232	EAST SUBURBAN SCHOOL COUNSELORS ASSOC	\$	200.00	12/27/2018	R
98233	FASTENAL COMPANY	\$	502.51	12/27/2018	R
98234	FESTIVAL FOODS-KNOWLAN'S	\$	318.11	12/27/2018	R
98235	FIRST STUDENT INC	\$	541,393.64	12/27/2018	R
98236	FLOCABULARY	\$	1,200.00	12/27/2018	R
98237	FLYNN, BARBARA	\$	15.30	12/27/2018	R
98238	FORCIER, ELSIE	\$	14.66	12/27/2018	R
98239	FRESHWATER, ANDREW	\$	83.00	12/27/2018	R
98240	FRONTRUNNER SCREEN PRINTING	\$	792.50	12/27/2018	R
98241	FULLER, DONNA	\$	15.30	12/27/2018	R
98242	FUN EXPRESS LLC	\$	202.42	12/27/2018	R
98243	GARVEY, PATRICIA	\$	240.98	12/27/2018	R
98244	GEMINI ATHLETIC WEAR INC	\$	5,000.00	12/27/2018	R
98245	GILLUND ENTERPRISES	\$	211.16	12/27/2018	R
98246	GOODIN COMPANY	\$	11.02	12/27/2018	R
98247	GOPHER	\$	869.36	12/27/2018	R
98248	GOVERNMENT FINANCE OFFICERS ASSN	\$	280.00	12/27/2018	R
98249	GRADOZ, COLETTE	\$	42.50	12/27/2018	R
98250	GREAT LAKES SPORTS	\$	102.06	12/27/2018	R
98251	GREATER WBL COMM FOUNDATION	\$	800.00	12/27/2018	R
98252	GROUP TRAVEL PLANNERS	\$	4,000.00	12/27/2018	R
98253	HAAG, LOIS	\$	13.60	12/27/2018	R
98254	HALLBERG ENGINEERING INC	\$	1,295.00	12/27/2018	R
98255	HAMER, KAREN	\$	58.23	12/27/2018	R

98256 HAUGEN, CHRISTOPHER	\$	77.00	12/27/2018 R
98257 HEATHER, BRIAN	\$	83.00	12/27/2018 R
98258 HERITAGE FOOD SERVICE GROUP	\$	72.22	12/27/2018 R
98259 HERRMANN, ERIC	\$	165.00	12/27/2018 R
98260 HIAWATHA HOMECARE	\$	350.00	12/27/2018 R
98261 HISDAHL INC	\$	235.98	12/27/2018 R
98263 HOGLUND BUS AND TRUCK CO	\$	8,098.38	12/27/2018 R
98264 HOLMAN, GREGG	\$	125.00	12/27/2018 R
98265 HOLSETH, ERIC	\$	83.00	12/27/2018 R
98266 HOUGHTON MIFFLIN HARCOURT	\$	9,444.00	12/27/2018 R
98268 IFD	\$	59,497.83	12/27/2018 R
98269 IGLESIAS, RAFAEL	\$	77.00	12/27/2018 R
98270 IMAGE MARKET	\$	155.40	12/27/2018 R
98271 IXL LEARNING	\$	719.00	12/27/2018 R
98272 JAYTECH INC	\$	1,508.26	12/27/2018 R
98273 JIMMY'S CONFERENCE & BANQUET CTR	\$	45.00	12/27/2018 R
98274 JOHNSON, SHARON	\$	307.04	12/27/2018 R
98275 JUNIOR LIBRARY GUILD	\$	1,275.92	12/27/2018 R
98276 JW PEPPER & SON INC	\$	1,348.77	12/27/2018 R
98277 KAISER, PHYLLIS	\$	113.05	12/27/2018 R
98278 KATH FUEL OIL SERVICE CO	\$	16,964.55	12/27/2018 R
98279 KATZMARK, WILLIAM	\$	118.00	12/27/2018 R
98280 KIDCREATE STUDIO	\$	520.00	12/27/2018 R
98281 KIRCHBERG PAUL	\$	175.00	12/27/2018 R
98282 KLEIN, JACKIE	\$	350.00	12/27/2018 R
98283 KORBA, SCOTT	\$	77.00	12/27/2018 R
98284 KOREEN, GLORIA	\$	546.13	12/27/2018 R
98286 KRAFT CONTRACTING & MECHANICAL	\$	6,889.46	12/27/2018 R
98287 KRUGER, KATIE	\$	504.00	12/27/2018 R
98288 KULLY SUPPLY COMPANY	\$	230.53	12/27/2018 R
98289 LAIRD, CRAIG	\$	77.00	12/27/2018 R
98290 LALIBERTE, ELAINE	\$	48.03	12/27/2018 R
98291 LANGUAGE LINE SERVICES	\$	207.61	12/27/2018 R
98292 LARSON, BEVERLEY	\$	406.30	12/27/2018 R
98293 LEARNING A-Z	\$	417.81	12/27/2018 R
98294 LEE SCHMITT CONSULTING LLC	\$	1,500.00	12/27/2018 R
98295 LENZ, KELLY	\$	146.00	12/27/2018 R
98296 LEVASSEUR, MARY	\$	99.03	12/27/2018 R
98297 LIBERTY CLASSICAL ACADEMY	\$	4,176.00	12/27/2018 R
98298 LILLEMO, ANGELA	\$	260.82	12/27/2018 R
98299 LITTLE EAGLE, VELMA	\$	50.00	12/27/2018 R
98300 LONGAWA, REBECCA	\$	15.00	12/27/2018 R
98301 L T G POWER EQUIPMENT	\$	16.10	12/27/2018 R
98302 LUNDGREN, JOANNE	\$	103.70	12/27/2018 R
98303 MAC RUNNEL, MINDY	\$	400.78	12/27/2018 R
98304 MACKIN EDUCATIONAL RESOURCES	\$	1,807.90	12/27/2018 R
98305 MN ASSOC FOR CHILDREN'S MENTAL HEALTH	\$	75.65	12/27/2018 R

98306	MALLOY/MONTAGUE/KARNOWSKI & CO	\$	6,500.00	12/27/2018	R
98307	MARCO, INC	\$	3,583.73	12/27/2018	R
98308	THE MASTER TEACHER	\$	121.76	12/27/2018	R
98309	MCDANIELS, LINDSAY	\$	2,126.85	12/27/2018	R
98310	MCDONOUGH'S WATERJETTING AND	\$	4,398.22	12/27/2018	R
98311	MEDCO SUPPLY CO	\$	21.75	12/27/2018	R
98312	METRO ECSU	\$	70.00	12/27/2018	R
98313	MICHAELSON, RUTH	\$	22.53	12/27/2018	R
98314	MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$	2,159.73	12/27/2018	R
98315	MIDWEST TECHNOLOGY PRODUCTS	\$	122.03	12/27/2018	R
98316	MILLIGAN, THERESA	\$	789.50	12/27/2018	R
98317	MINVALCO INC	\$	948.30	12/27/2018	R
98318	MN CHILDRENS MUSEUM	\$	130.00	12/27/2018	R
98319	MN GAME & FISH	\$	18.00	12/27/2018	R
98320	MN HISTORICAL SOCIETY	\$	336.00	12/27/2018	R
98321	MN READING ASSOC	\$	75.00	12/27/2018	R
98322	MOSINGER, JACK	\$	175.00	12/27/2018	R
98323	MULFINGER, JAMES	\$	15.30	12/27/2018	R
98324	MUSIC CONNECTION INC	\$	31.00	12/27/2018	R
98325	MUSIC THEATER INTL	\$	75.00	12/27/2018	R
98326	NAPA AUTO PARTS	\$	14.98	12/27/2018	R
98327	NASCO	\$	362.43	12/27/2018	R
98328	NASSEFF MECH CONTRACTORS	\$	12,816.00	12/27/2018	R
98329	NATL CHEERLEADERS ASSOC	\$	2,000.00	12/27/2018	R
98330	NORCENTRONIX DISTRIBUTING	\$	950.00	12/27/2018	R
98331	NORTH CENTRAL BLUE BIRD BUS SALES	\$	19,940.92	12/27/2018	R
98332	NORTHBOUND CREATIVE	\$	1,245.77	12/27/2018	R
98333	NORTHERN STAR SCOUTING	\$	507.00	12/27/2018	R
98334	O'NEIL, LOIS	\$	140.89	12/27/2018	R
98335	O'REILLY AUTOMOTIVE INC	\$	1,616.13	12/27/2018	R
98336	OLSON, SUZANNE	\$	113.90	12/27/2018	R
98337	OXYGEN SERVICE CO INC	\$	68.40	12/27/2018	R
98338	PAI	\$	656.20	12/27/2018	R
98339	PARTSMASTER	\$	468.89	12/27/2018	R
98340	PELCO CONSTRUCTION LLC	\$	250.00	12/27/2018	R
98341	PETERSEN, BILL	\$	59.00	12/27/2018	R
98342	PHELPS, BEVERLY	\$	34.00	12/27/2018	R
98343	PINE TREE APPLE ORCHARD	\$	1,770.00	12/27/2018	R
98344	PONCE TRAINED WRESTLING	\$	1,610.00	12/27/2018	R
98345	POSITIVE COACHING ALLIANCE	\$	195.54	12/27/2018	R
98346	PREMIUM WATERS INC	\$	119.70	12/27/2018	R
98348	PRESS PUBLICATIONS	\$	1,331.14	12/27/2018	R
98349	PRICE, RACHEL	\$	77.00	12/27/2018	R
98350	PROFESSIONAL WIRELESS COMM	\$	2,227.00	12/27/2018	R
98351	QUISTAD, IDA	\$	68.21	12/27/2018	R
98352	R & R SPECIALTIES INC	\$	75.00	12/27/2018	R
98353	REHBEIN TRANSIT CO	\$	18,943.00	12/27/2018	R

98354 THE RETROFIT COMPANIES INC	\$	603.44	12/27/2018 R
98355 RICHFIELD BUS COMPANY	\$	2,175.00	12/27/2018 R
98356 ROETTGER, DORIS	\$	371.50	12/27/2018 R
98357 RUPP ANDERSON SQUIRES & WALDSPURGER PA	\$	9,887.37	12/27/2018 R
98358 RUPP, HENRY	\$	405.00	12/27/2018 R
98359 S/P2	\$	249.00	12/27/2018 R
98360 SAFEWAY DRIVING SCHOOL	\$	6,300.00	12/27/2018 R
98361 SAGDALEN, REBEKAH	\$	60.00	12/27/2018 R
98362 SAIKO, KATHY	\$	86.70	12/27/2018 R
98363 SAMACO SUPPLY	\$	130.28	12/27/2018 R
98364 SARFF, MARIJO	\$	68.00	12/27/2018 R
98365 SCANTRON CORPORATION	\$	154.21	12/27/2018 R
98366 SCHMIDT, BARBARA	\$	81.60	12/27/2018 R
98367 SCHMIT TOWING	\$	855.36	12/27/2018 R
98368 SCHOLASTIC INC	\$	158.40	12/27/2018 R
98369 SCHOOL CHECK IN	\$	275.00	12/27/2018 R
98370 SCHOOL HEALTH CORPORATION	\$	114.14	12/27/2018 R
98371 SCHOOL LIBRARY JOURNAL	\$	159.99	12/27/2018 R
98372 SCHOOL SPECIALTY	\$	225.40	12/27/2018 R
98373 SCHROEHER, JANE	\$	325.00	12/27/2018 R
98374 SCIENCE MUSEUM OF MINNESOTA	\$	600.00	12/27/2018 R
98375 SEA LIFE MN INC	\$	570.00	12/27/2018 R
98376 SERENDIPITY ART AND DESIGN SERV	\$	1,250.00	12/27/2018 R
98377 SEW EASY DESIGNS	\$	706.71	12/27/2018 R
98378 SHANAHAN, KELLY	\$	165.00	12/27/2018 R
98379 SKATETIME SCHOOL PROGRAMS	\$	678.50	12/27/2018 R
98380 SMITLEY, SHARON	\$	50.00	12/27/2018 R
98381 SPORTS ILLUSTRATED KIDS	\$	139.65	12/27/2018 R
98382 STAFSHOLT, ANGELIKAH	\$	141.10	12/27/2018 R
98383 STAPLES ADVANTAGE	\$	46.43	12/27/2018 R
98384 STARFALL EDUC FOUNDATION	\$	70.00	12/27/2018 R
98385 STATE SUPPLY CO	\$	780.67	12/27/2018 R
98386 STAY TUNED PIANO SERVICES	\$	114.00	12/27/2018 R
98387 STEINER, EILEEN	\$	212.08	12/27/2018 R
98388 STRYKER	\$	3,513.70	12/27/2018 R
98389 SUCCESS BEYOND THE CLASSROOM	\$	120.00	12/27/2018 R
98390 SUMMIT COMPANIES	\$	275.00	12/27/2018 R
98391 SURPLUS SERVICES	\$	349.00	12/27/2018 R
98392 SVL SERVICE CORPORATION	\$	3,083.22	12/27/2018 R
98393 TAI CHI FOR WELL-BEING LLC	\$	950.00	12/27/2018 R
98394 TEACHER SYNERGY LLC	\$	12.25	12/27/2018 R
98395 TELIN TRANSPORTATION GROUP LLC	\$	19.32	12/27/2018 R
98396 THE ODYSSEY GROUP	\$	320.00	12/27/2018 R
98397 THEMES & VARIATIONS	\$	1,349.55	12/27/2018 R
98398 TREASURED TRANSPORTATION	\$	108,080.20	12/27/2018 R
98399 TWIN CITY HARDWARE	\$	119.88	12/27/2018 R
98400 TWIN CITY JANITOR SUPPLY CO	\$	1,024.20	12/27/2018 R

98401 TWIN CITY TRANSPORTATION INC	\$	74,397.83	12/27/2018 R
98402 ULINE	\$	368.59	12/27/2018 R
98403 UNIVERSITY OF MINNESOTA	\$	22,040.00	12/27/2018 R
98404 UNIVERSAL CHEERLEADERS ASSOC	\$	15,931.01	12/27/2018 R
98405 UNZEN, STEVE	\$	89.99	12/27/2018 R
98406 US FOODS CULINARY EQUIP & SUPPLIES	\$	1,579.93	12/27/2018 R
98407 VER-TECH INC	\$	178.15	12/27/2018 R
98408 VOIGT MOTORCOACH TRAVEL	\$	869.01	12/27/2018 R
98409 WALLACE, SHERYL	\$	30.60	12/27/2018 R
98410 WALSWORTH PUBLISHING CO	\$	3,636.29	12/27/2018 R
98411 WARNER, GENE	\$	142.00	12/27/2018 R
98412 WBL MEALS ON WHEELS	\$	42.50	12/27/2018 R
98413 WELLNER LAW PLLC	\$	100.00	12/27/2018 R
98414 WENZLER, MORGAN	\$	200.00	12/27/2018 R
98415 WINDSTREAM	\$	5,846.36	12/27/2018 R
98416 WOLD ARCHITECTS AND ENGINEERS	\$	874.68	12/27/2018 R
98417 XCEL ENERGY	\$	80,474.09	12/27/2018 S
98418 XCEL ENERGY	\$	86,682.03	12/27/2018 S
98419 YANKEE CANDLE	\$	2,026.40	12/27/2018 R
98420 ZARAMBO, MARIA	\$	69.00	12/27/2018 R
98427 INNOVATIVE OFFICE SOLUTIONS	\$	2,035.59	12/28/2018 R
98428 AMAZON	\$	502.73	12/28/2018 S
98430 CUMMINS NPOWER LLC	\$	13,718.02	12/28/2018 R
98431 DOMINOS PIZZA	\$	219.71	12/28/2018 R
98433 DEFINITIVE TECHNOLOGY SOLUTIONS	\$	31,094.27	12/28/2018 R
98434 DEFINITIVE TECHNOLOGY SOLUTION	\$	2,276.00	12/28/2018 R
98435 KONICA MINOLTA PREMIER FINANCE	\$	11,618.14	12/28/2018 R
9990910 BMO	\$	27,516.25	12/17/2018 R
9990911 AIG	\$	6,547.25	12/14/2018 R
9990912 AMERICAN FUNDS	\$	86,301.98	12/14/2018 R
9990913 AMERICAN UNITED LIFE	\$	84,886.80	12/14/2018 R
9990914 AMERIPRISE FINANCIAL SERVICES	\$	13,669.98	12/14/2018 R
9990915 AXA EQUITABLE	\$	31,219.95	12/14/2018 R
9990916 EDUCATION MN ESI BILLING TRUST	\$	36,506.66	12/14/2018 R
9990919 INTERNAL REVENUE SERVICE	\$	672,570.79	12/14/2018 R
9990920 METROPOLITAN LIFE	\$	2,213.68	12/14/2018 R
9990921 MN DEPT OF HUMAN SERVICES	\$	1,736.60	12/14/2018 R
9990922 MN DEPT OF REVENUE	\$	115,129.36	12/14/2018 R
9990923 MN REVENUE	\$	150.00	12/14/2018 R
9990924 MN STATE RETIREMENT	\$	5,182.12	12/14/2018 R
9990926 PUBLIC EMP RETIREMENT ASSOC	\$	111,444.38	12/14/2018 R
9990927 TEACHERS RETIREMENT ASSOC	\$	348,902.25	12/14/2018 R
9990928 VANGUARD SMALL BUSINESS SERVICES	\$	28,400.06	12/14/2018 R
9990929 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$	40,923.49	12/14/2018 R
181900417 ALTHOF, KATHRYN	\$	15.26	12/13/2018 A
181900418 ANDERSON, CHRISTINA	\$	130.00	12/13/2018 A
181900419 ANDERSEN, KATHRYN	\$	652.71	12/13/2018 A

181900420 ANDERSON, MARGARET	\$	604.30	12/13/2018 A
181900421 BABCOCK, ARIANA	\$	202.36	12/13/2018 A
181900422 BATENHORST, LYNSEY	\$	587.52	12/13/2018 A
181900423 BERNIER, CARYN	\$	205.47	12/13/2018 A
181900424 BOOTH, KARLA	\$	106.28	12/13/2018 A
181900425 BRISTOL, RYAN	\$	20.71	12/13/2018 A
181900426 BURRIS, LEANN	\$	25.46	12/13/2018 A
181900427 CARLSON-CASA DE CALVO, JANET	\$	144.42	12/13/2018 A
181900428 COOK, TRACY	\$	304.41	12/13/2018 A
181900429 DEEN, DENISE	\$	147.15	12/13/2018 A
181900430 DONAHOE, TRACI	\$	43.36	12/13/2018 A
181900431 DRANGE, ANGELA	\$	144.08	12/13/2018 A
181900432 DURAND, JENNIFER	\$	208.47	12/13/2018 A
181900433 DUSTIN, JOSEPH	\$	387.78	12/13/2018 A
181900434 EGEMO, PATRICIA	\$	26.71	12/13/2018 A
181900435 ENGSTRAN, PAUL	\$	401.70	12/13/2018 A
181900436 ESBOLDT, LISA	\$	277.96	12/13/2018 A
181900437 FINK, AVIS	\$	1,133.70	12/13/2018 A
181900438 FOLLMER, MELONY	\$	52.97	12/13/2018 A
181900439 FOX, FRANCINE	\$	39.24	12/13/2018 A
181900440 GALYON, AMY	\$	202.20	12/13/2018 A
181900441 GRITZMACHER, SHAWN	\$	76.40	12/13/2018 A
181900442 GUENTHER, LAURA	\$	357.24	12/13/2018 A
181900443 GUTHRIE, ASHLEY	\$	169.40	12/13/2018 A
181900444 HARDACRE, CALEB	\$	85.20	12/13/2018 A
181900445 KASS, DONA	\$	107.34	12/13/2018 A
181900446 KATH, ABBY	\$	3,144.02	12/13/2018 A
181900447 KENTFIELD, KELLY	\$	81.99	12/13/2018 A
181900448 KERG, JEREMY	\$	299.33	12/13/2018 A
181900449 KLEIST, AMY	\$	308.74	12/13/2018 A
181900450 KOLODNY, ADRIANA	\$	54.50	12/13/2018 A
181900451 KRUSEMARK, CARY	\$	470.59	12/13/2018 A
181900452 LACASSE, KIM	\$	270.00	12/13/2018 A
181900453 LANIGAN, CHERYL	\$	165.78	12/13/2018 A
181900454 LAU, LAI	\$	34.99	12/13/2018 A
181900455 LAYNE, REMINGTON	\$	180.00	12/13/2018 A
181900456 LEHN, BRIDGET	\$	130.00	12/13/2018 A
181900457 LEMIEUX, TAMARA	\$	60.50	12/13/2018 A
181900458 LUKNIC, JONATHAN	\$	571.34	12/13/2018 A
181900459 MALWITZ, REBECCA	\$	607.54	12/13/2018 A
181900460 MANLEY, KATHLEEN	\$	52.05	12/13/2018 A
181900461 MARTIN, JESSICA	\$	268.00	12/13/2018 A
181900462 MCGOUGH, BARBARA	\$	10.00	12/13/2018 A
181900463 MERSCH, NICOLE	\$	56.87	12/13/2018 A
181900464 MILES, MARY	\$	983.50	12/13/2018 A
181900465 MILLER, MOLLY	\$	93.47	12/13/2018 A
181900466 MOORE, JENNIFER	\$	226.07	12/13/2018 A

181900467 NIKKEL, DIANE	\$	42.24	12/13/2018 A
181900468 O'LEARY, CHADRICK	\$	103.48	12/13/2018 A
181900469 PAGEL, AMANDA	\$	63.76	12/13/2018 A
181900470 PAUL, SARA	\$	124.97	12/13/2018 A
181900471 PINNOW, PAIGE	\$	285.09	12/13/2018 A
181900472 POKORNY, MARY	\$	679.82	12/13/2018 A
181900473 REBER, JODY	\$	48.59	12/13/2018 A
181900474 RIEBOW, MATTHEW	\$	195.00	12/13/2018 A
181900475 RIEBOW, MITCHELL	\$	230.68	12/13/2018 A
181900476 SANTOSCOY, BRIANA	\$	57.47	12/13/2018 A
181900477 SCHOUVIELLER, LORI	\$	155.60	12/13/2018 A
181900478 SCHUEBEL, ANGELA	\$	40.33	12/13/2018 A
181900479 SCHULTE, DARRELL	\$	230.27	12/13/2018 A
181900480 SCHULTE, VANESSA	\$	65.51	12/13/2018 A
181900481 SCHUMAN, ANNA	\$	104.64	12/13/2018 A
181900482 SCHWEIZER, JENNIFER	\$	87.20	12/13/2018 A
181900483 SHELSTAD, JACQUALINE	\$	324.98	12/13/2018 A
181900484 SLETTEN, LEAH	\$	47.04	12/13/2018 A
181900485 SYNAN, ERIN	\$	88.35	12/13/2018 A
181900486 TATRO, KRISTEN	\$	29.98	12/13/2018 A
181900487 THALHUBER, SHEILA	\$	63.00	12/13/2018 A
181900488 TOLLISON, STEPHANIE	\$	15.81	12/13/2018 A
181900489 VAVRICKA, ROCHELLE	\$	90.00	12/13/2018 A
181900490 WILLIAMS, LAURA	\$	827.31	12/13/2018 A
181900491 ALLEN, STEVEN	\$	408.25	12/26/2018 A
181900492 ANDERSON, JON	\$	65.00	12/26/2018 A
181900493 ASPER, STEVEN	\$	325.00	12/26/2018 A
181900494 BERNDT, MICHELE	\$	74.00	12/26/2018 A
181900495 BERNIER, JAMES	\$	19.00	12/26/2018 A
181900496 BONCHER, CHERYL	\$	386.16	12/26/2018 A
181900497 BOOTH, KARLA	\$	498.43	12/26/2018 A
181900498 CANNIFF, AMY	\$	331.36	12/26/2018 A
181900499 CASE, ABIGAIL	\$	104.47	12/26/2018 A
181900500 CLARK, RYAN	\$	42.00	12/26/2018 A
181900501 DAHLEM, TERESA	\$	111.81	12/26/2018 A
181900502 DOTTE, BRENDA	\$	103.96	12/26/2018 A
181900503 EDBERG, REBECCA	\$	122.17	12/26/2018 A
181900504 FALL, OUMY	\$	90.00	12/26/2018 A
181900505 FINKE, CARLA	\$	109.75	12/26/2018 A
181900506 FUHRMAN, SARAH	\$	55.00	12/26/2018 A
181900507 FULTON, JULIE	\$	63.02	12/26/2018 A
181900508 GRANT, SHANNON	\$	37.65	12/26/2018 A
181900509 GRITZMACHER, SHAWN	\$	95.00	12/26/2018 A
181900510 HAGEN, CHERYL	\$	62.14	12/26/2018 A
181900511 HARRIMAN, GRETCHEN	\$	223.47	12/26/2018 A
181900512 KANE-BURBACK, STEPHANIE	\$	169.28	12/26/2018 A
181900513 KATH, ABBY	\$	56.00	12/26/2018 A

181900514 KELLEY, GRACE	\$	159.69	12/26/2018 A
181900515 KENTFIELD, KELLY	\$	42.51	12/26/2018 A
181900516 KOBILKA, STEVEN	\$	138.00	12/26/2018 A
181900517 LAMWERS, LINDSAY	\$	348.91	12/26/2018 A
181900518 LAVALLEY, NICOLE	\$	450.28	12/26/2018 A
181900519 LEHN, BRIDGET	\$	175.53	12/26/2018 A
181900520 LOHMANN, JOHN	\$	19.00	12/26/2018 A
181900521 MARKUSON, RACHAEL	\$	57.28	12/26/2018 A
181900522 MCCORMICK, REBEKKA	\$	83.55	12/26/2018 A
181900523 MCCULLOUGH, KAREN	\$	38.49	12/26/2018 A
181900524 MEUWISSEN, MATTHEW	\$	394.04	12/26/2018 A
181900525 MEYER, AMANDA	\$	36.24	12/26/2018 A
181900526 MOREAU, CALLI	\$	110.00	12/26/2018 A
181900527 MORRIS, BRIAN	\$	510.17	12/26/2018 A
181900528 NASVIK, CRAIG	\$	23.31	12/26/2018 A
181900529 NICKELS, JOLEEN	\$	74.49	12/26/2018 A
181900530 O'LEARY, CHADRICK	\$	64.90	12/26/2018 A
181900531 OGRADY, CATHY	\$	62.40	12/26/2018 A
181900532 PAUL, SARA	\$	332.56	12/26/2018 A
181900533 POKORNY, MARY	\$	71.66	12/26/2018 A
181900534 PRESSELLER, TRACY	\$	70.31	12/26/2018 A
181900535 PUJOLS, JUAN	\$	325.00	12/26/2018 A
181900536 REBER, JODY	\$	12.00	12/26/2018 A
181900537 SANTOSCOY, BRIANA	\$	141.18	12/26/2018 A
181900538 SCHMIDT, DEBRA	\$	77.86	12/26/2018 A
181900539 SCHWEIZER, JENNIFER	\$	25.00	12/26/2018 A
181900540 STONEHOUSE, JULIA	\$	145.06	12/26/2018 A
181900541 THIBAUT, DEBRA	\$	69.29	12/26/2018 A
181900542 TRIGGS, CARLA	\$	222.09	12/26/2018 A
181900543 TULBERG, AMY	\$	86.11	12/26/2018 A
181900544 YANG, CHA	\$	495.00	12/26/2018 A
181900545 ZICKERMANN, JORDAN	\$	853.75	12/26/2018 A
	\$	4,255,394.71	

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 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations and Tom Wieczorek, Director of Finance**

Donation	Donor	Recipient
\$3,500 for Outdoor Classroom	Otter Lake PTA	Otter Lake Elementary School
\$300 scholarship for 5 th grade camp.	Anonymous	Oneka Elementary School
Art Stamps (value \$300)	Connie Zusan	Oneka Elementary School
\$100 for Lunch Fund	Stacy Baecker	Oneka Elementary School
\$75 for Lunch Fund	Austin & Sarah Houkom	Oneka Elementary School
Chrysler Town and Country Vehicle for Automotive Technician Program	Mark & Teresa Roohomaks	White Bear Lake Area High School – South Campus
2006 Ford \$WD Explorer for Automotive Technician Program	Gregory Stonehouse	White Bear Lake Area High School – South Campus
1999 Chev 1500 for Automotive Technician Program	Tim & Tonya Grese	White Bear Lake Area High School – South Campus
\$400 for Caroling – WBLAHS -South Campus	White Bear Lions Club	White Bear Lake Area High School – South Campus
\$100	Premier Bank	White Bear Lake Area School District
\$13,076.00	See attached	Community Services Senior Program
\$542 for Lunch Fund	Perkins	Vadnais Heights Elementary School
\$5,000 for Football Program Helmets	White Bear Lions Club	White Bear Lake Area High School – South Campus
Various Milling Cutters with estimate market value of \$3,500 for Industrial Technology	Haberman Machine c/o Kimberly Arrigoni	White Bear Lake Area High School – South Campus
\$80 for Lunch Fund Account	Jennifer Macmullian	Lincoln Elementary School
\$500 - Classroom Donation split between Kindergarten and Explorations	Michael Gorden	Lincoln Elementary School

**Communtiy Services & Recreation
Donation to Senior Programming**

**Communtiy Services & Recreation
Donation to Senior Programming**

GENERAL

MEALS ON WHEELS

Karen M. Nelson	\$30.00
Robert and Carol Przbylski	\$50.00
Susanne B. Meyer	\$100.00
F. Jan Brundige and Karen Garvin	\$50.00
Janet Peterson	\$100.00
Komi Technologies	\$10,000.00
Mark and Rosalie Solyntjes	\$25.00
Albert and Lenora DeBrunn	\$177.00
Sandra Fiedler	\$60.00
Rose Mary Burkhalter	\$35.00
Judith Peters	\$50.00
Nancy and Gary Zabel	\$50.00
Joan Janecek	\$20.00
Merton Bartsch	\$100.00
Ukulele Bears	\$104.00
Rita Renslow	\$50.00
Carol Lau	\$25.00
Jeanne Koeckeritz	25
Paul and Darlene Wolleat	\$25.00
Charlie and Jan Roeser	\$20.00
Barbara Jackson and Edward Meyer	\$30.00
John Barton	\$50.00
Laurie and Joe Koscianski	\$50.00
Nina Bechel	\$5.00
Mark and Sandra Mumm	\$25.00
Jackie Burke	\$20.00
Gordan and Rosemary Westphal	\$100.00
JoAnne Hutchinson	\$25.00

Larry and Beverly Carlson	\$50.00
Joanne Thornquist	\$ 50.00
Denise Hehir and Kay Koehnen	\$30.00
Shirley Lockbeam	\$ 90.00
Delpha Close	\$25.00
Rex and Renee Redmer	\$10
Kerry and Patty Nelson	\$ 100.00
Kathleen and F.B. Eberwine	\$ 100.00
Walk to End Hunger Donations:	
Metro Meals on Wheels	\$25.00
H. B Fuller	\$600.00
Kathleen Zajac	\$25.00
Mary Woulfe	\$25.00
Charles L. Smith	\$100.00
Cathy Renstrom	\$50.00
Joe Priffrel	\$25.00
Melinda and Donald Preuninger	\$75.00
Craig M. Paulson	\$25.00
Toni Osojnicki	\$25.00
Debra Lynn McGuire	\$50.00
Russel Isbrandt	\$50.00
Marty Hanson	\$20.00
Dennis Green	\$25.00
Dorothy Elion	\$50.00
Dianne Berglund	\$50.00

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

WHEREAS, that human resources items, A-6(f), as revised be approved on the premise that they conform to previously Board approved actions or contractual agreements.

THEREFORE BE IT RESOLVED, that the School Board authorizes the approval of the human resources items listed in Consent Agenda Items A-6(f).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATION/TERMINATION – CLASSIFIED STAFF

KIRSTEN JENKINS – Health Assistant, Willow Lane Elementary
Employed by District 624 since 08/24/2018
Effective Date: 12/21/2018

CAMELA RAEBURN – Admin. Assistant - Principal, Willow Lane Elementary
Employed by District 624 since 09/30/2013
Effective Date: 11/23/2018

RESIGNATION/TERMINATION – CERTIFIED STAFF

CHA YANG – Grade 3 Teacher, Willow Lane Elementary
Employed by District 624 since 08/25/2005
Effective Date: 01/04/2019

RESIGNATION/TERMINATION – NON-AFFILIATED

CAROLYN YOUNGBAUER – Writing Center Coordinator, WBLAHS – South Campus
Employed by District 624 since 12/03/2012
Effective Date: 12/31/2018

CHANGE IN ASSIGNMENT – CLASSIFIED STAFF

BREANNA FRAME – From Program Assistant Leader, Matoska and Birch Lake Elementary
To Activity Leader, Matoska Elementary
From \$13.98 per hr., 4.5 hrs. per day, To \$15.56 per hr., 8.0 hrs. per day
Effective Date: 12/03/2018

REBECCA HUNT – From Part-Time Cook, Birch Lake Elementary
To Regular Part-Time Cook, Sunrise Park Middle School
Effective Date: 12/17/2018

AMINATA KONE – From Part-Time Cook to Full Time Cook, WBLAHS – South Campus
From \$16.18 per hr., 3.75 hrs. per day, To \$18.01 per hr., 7.0 hrs. per day
Effective Date: 01/02/2019

RACHEL RANCOUR – From Part-Time Cook, Sunrise Park Middle School
To Satellite Manager, Matoska Elementary
From \$17.13 per hr., 5.75 hrs. per day, To \$19.82 per hr., 5.75 hrs. per day
Effective Date: 12/17/2018

NANCY SKUPA – From Full Time Cook to HS Asst. Head Cook, WBLAHS – South Campus
From \$20.60 per hr. To \$21.46 per hr.
Effective Date: 01/14/2019

FULL-TIME LEAVE OF ABSENCE – CLASSIFIED STAFF
--

JENNIFER RINTA – Pupil Support Assistant, Lakeaires Elementary
Employed by District since 01/24/2005
Effective Date: 01/02/2019 through 03/22/2019

FULL-TIME LEAVE OF ABSENCE – CERTIFIED STAFF

AIMEE ERIKSEN – Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2018
Effective Date: 01/25/2019 through 02/08/2019

JOSEPH CHRISTENSEN – Social Studies Teacher, WBLAHS – North Campus
Employed by District 624 since 09/04/2018
Effective Date: 09/04/2018 through 06/10/2019

NEW PERSONNEL – CLASSIFIED STAFF

HOLLI BRAASCH – Part Time Cook, Sunrise Middle School
\$15.09/hr., 17.5 hrs. per week, \$5,915.28
Effective Date: 12/14/2018

KATHRYN BONSELL – Admin. Assistant – Elementary Principal, Willow Lane Elementary
\$19.26/hr., 40.0 hrs. per week, \$18,797.76
Effective Date: 12/12/2018

CHELSEY DABILL – Pupil Support Assistant, WBLAHS – North Campus
\$18.77/hr., 32.5 hrs. per week, \$21,716.89
Effective Date: 09/03/2018

JODI FANGEL – Pupil Support Assistant, Central Middle School
\$18.77/hr., 32.5 hrs. per week, \$21,716.89
Effective Date: 09/03/2018

CYNDI KELSEY – Part Time Cook, WBLAHS – South Campus
\$15.09/hr., 15.0 hrs. per week, \$5,749.29
Effective Date: 11/26/2018

MADELINE LAMWERS – Program Aide, Matoska Elementary
\$13.04/hr., 13.75 hrs. per week, \$4,590.08
Effective Date: 01/02/2019

YUU YUU MAUNG – Program Assistant Leader, Vadnais Elementary
\$13.98/hr., 27.0 hrs. per week, \$9,841.92
Effective Date: 01/02/2019

RACHEL MARTIN – Instructional Assistant, Birch Lake Elementary
\$18.33/hr., 32.5 hrs. per week, \$12,391.08
Effective Date: 01/02/2019

APRIL MONIGOLD – Part Time Cook, Central Middle School
\$15.09/hr., 18.75 hrs. per week, \$5,885.10
Effective Date: 01/02/2019

HEATHER OSWALD – Pupil Support Assistant, Lakeaires Elementary
\$18.77/hr., 32.5 hrs. per week, \$14,152.58
Effective Date: 12/10/2018

DEREK PRICE – Program Assistant Leader, Lincoln Elementary
\$13.98/hr., 27.0 hrs. per week, \$9,841.92
Effective Date: 01/02/2019

LADRENA RAKOWSKI – Program Assistant Leader, Vadnais and Lakeaires Elementary
\$13.98/hr., 18.0 hrs. per week, \$6,894.92
Effective Date: 12/20/2018

ALEXANDER RICK – Pupil Support Assistant, Sunrise Park Middle School
\$18.77/hr., 32.5 hrs. per week, \$18,300.75
Effective Date: 10/15/2018

PRISCILA ROCKWOOD – Building Assistant, Matoska Elementary
\$17.63/hr., 20.0 hrs. per week, \$7,334.08
Effective Date: 01/02/2019

HEIDI SIEBENALER – Part Time Cook, Birch Lake Elementary
\$15.09/hr., 18.75 hrs. per week, \$5,885.10
Effective Date: 01/02/2019

NEW PERSONNEL – CERTIFIED STAFF
--

ABIGALE EIKENBARY – 1.0 Spanish Teacher, Matoska Elementary
MA, Step 13, \$43,266.30
Effective Date: 01/02/2019

HANNAH KAEFER – .8 FTE Social Worker, Lakeaires and Matoska Elementary
BA, Step 1, \$19,645.76
Effective Date: 01/02/2019

NEW PERSONNEL – NON-AFFILIATED

NICOLE KRUSE – Campus Security, WBLAHS – North Campus
\$15.56 per hr., 15.0 hrs. per week, \$7,375.44
Effective Date: 10/02/2018

JOHN WEUM – Maintenance Electrician, District Wide
\$27.50 per hr., 24.0 hrs. per week, \$18,216.00
Effective Date: 12/19/2018

LONG TERM SUBSTITUTE – CERTIFIED STAFF

SADIE HAUER – 1.0 FTE Special Education Teacher, Otter Lake Elementary
BA+15, Step 9, \$7,859.34
Effective Date: 01/02/2019 through 02/08/2019

B. PUBLIC FORUM

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

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those wishing to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district officials at the meeting.
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Under School Board Policy 206, complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided, a phone call from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.
8. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.
9. The School Board chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

AGENDA ITEM: **Overview of Welcome to White Bear Week and
Update on Registration Information for 2019-20**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Marisa Vette, Director of Communications and
Community Relations**

BACKGROUND:

Director of Communications and Community Relations Marisa Vette will present information about January's Welcome to White Bear activities, including the schedule of events and a brief description of changes that have been made to the enrollment process this year as we work to serve all families.

WELCOME TO WHITE BEAR

JANUARY 2019 ACTIVITIES



Get to Know White Bear Lake Area Schools!

While parents are welcome to visit our schools at any time, there are several special opportunities in January for parents to learn more about our schools.

Early Childhood

White Bear Lake Area Preschool Open Houses

White Bear Lake Area Preschool registration opens at 8 a.m. on Tuesday, Jan. 15. Register online at <https://whitebear.ce.elevo.com/> or by calling 651-653-3100.

Early Childhood Family Education (ECFE)

The ECFE brochure, class descriptions, registration information, and materials will be mailed in late April/early May.

Early Childhood Screening Registration

Screen at age three! Registration is available online at <http://bit.ly/2Sehx4Z> or at 651-653-3100.

Elementary School

Welcome to White Bear Week: January 7-11, 2019

Check in at the school offices at the times listed below to join tours and learn about the elementary and District program offerings:

- 10 a.m. tours at all of the elementary schools:
 - Monday, Jan. 7 & Wednesday, Jan. 9
- 6 p.m. tours and kindergarten info sessions on the following days/locations:
 - Monday, Jan. 7 at Matoska International
 - Tuesday, Jan. 8 at Lakeshires and Lincoln
 - Wednesday, Jan. 9 at Vadnais Heights
 - Thursday, Jan. 10 at Birch Lake, Hugo, Matoska International, Otter Lake and Willow Lane

You may register your child for kindergarten at the tour events if you have not already done so.

Middle School

Parent Information Nights

This is especially helpful for current White Bear Lake Area Schools 5th grade families and families new to the White Bear Lake Area Schools with students entering grades 6-8 in fall 2019.

- 7 p.m. on Thursday, Jan. 3
 - Central Middle School, 4857 Bloom Avenue, White Bear Lake, 651-653-2888
 - Sunrise Park Middle School, 2399 Cedar Avenue, White Bear Lake, 651-653-2700

High School

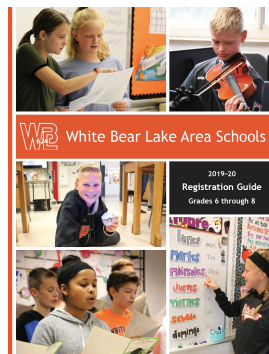
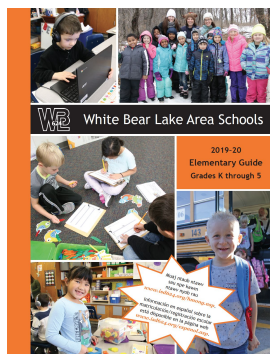
Parent Information Nights

An opportunity for families to learn about course selection opportunities and registration for fall 2019.

- For next year's 9th and 10th graders: Wednesday, Jan. 9 at WBLAHS - North Campus, 5045 Division Avenue
 - 6 p.m. Class of 2022, 7 p.m. Class of 2023
- For next year's 11th and 12th graders: Thursday, Jan. 10 at WBLAHS - South Campus, 3551 McKnight Road
 - 6 p.m. Class of 2020, 7 p.m. Class of 2021

For more information or school locations, visit www.isd624.org or call 651-407-7674.

Registration guides



Elementary Video



GO BEARS!



AGENDA ITEM: **Update on Engagement Efforts**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**
Marisa Vette, Director of Communications and
Community Relations

BACKGROUND:

Superintendent Wayne Kazmierczak and Director of Communications and Community Relations Marisa Vette will present an update on engagement efforts taking place throughout the district, including strategic planning and comprehensive facilities planning processes, an employee idea engagement effort called The Big Sleuth, and various community engagement activities.

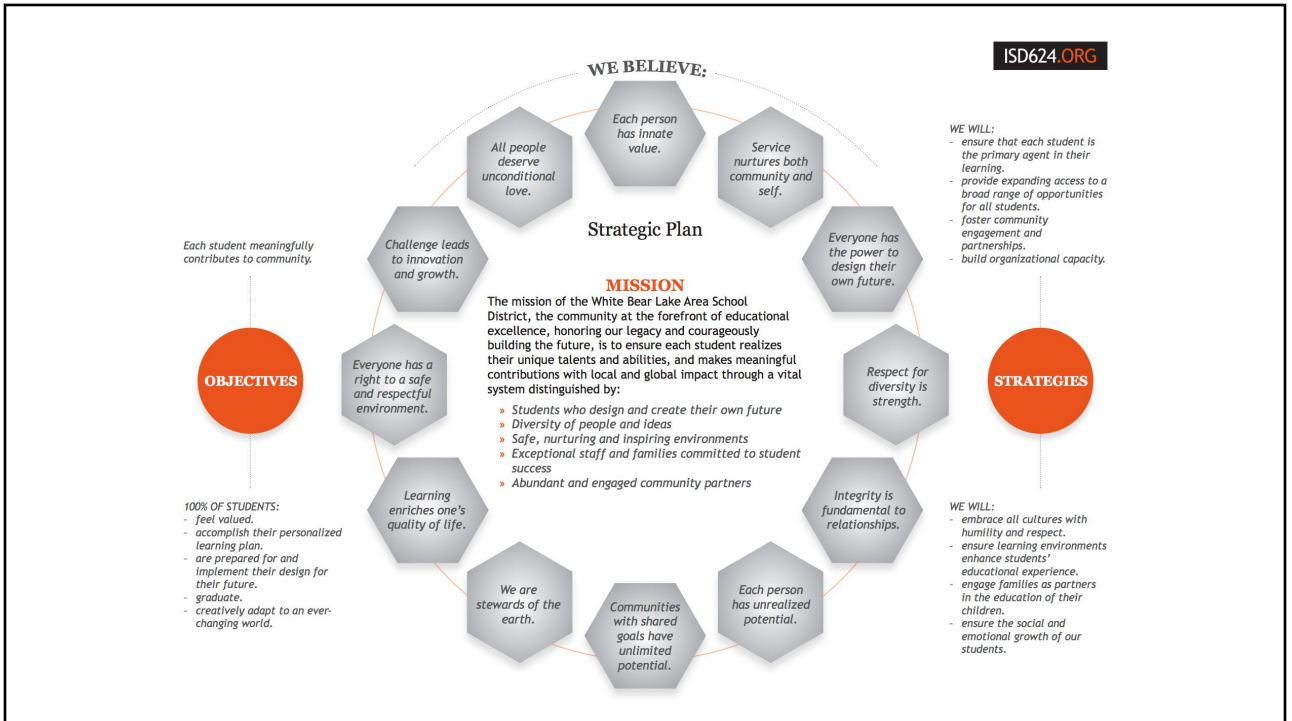
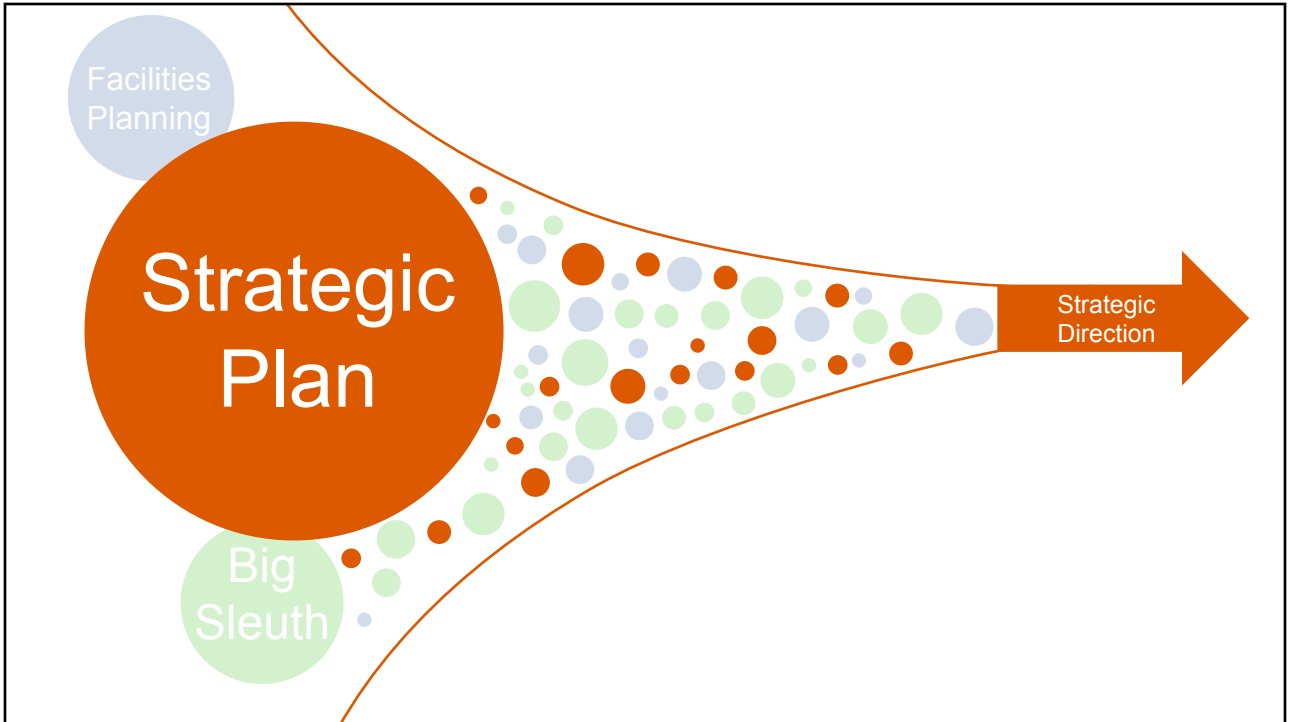


District Engagement Efforts

Superintendent Wayne Kazmierczak

Strategic Planning Engagement *District-wide*

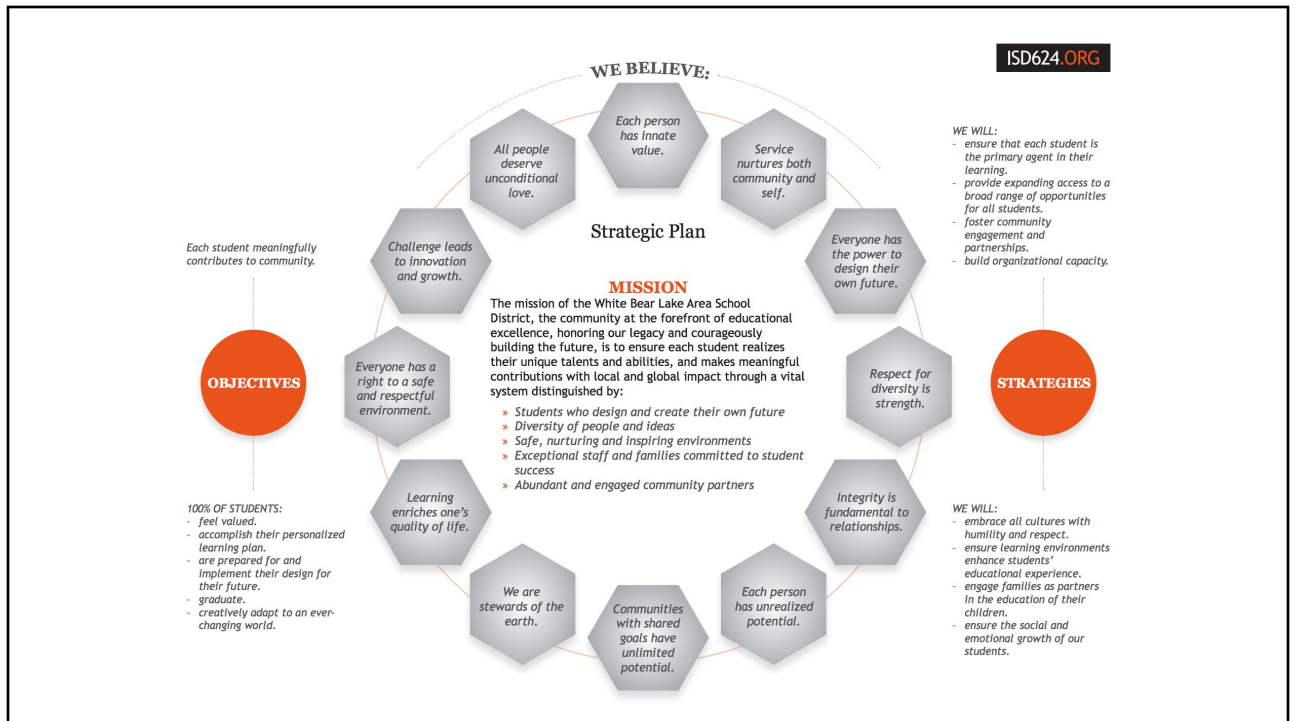




Mission

The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:

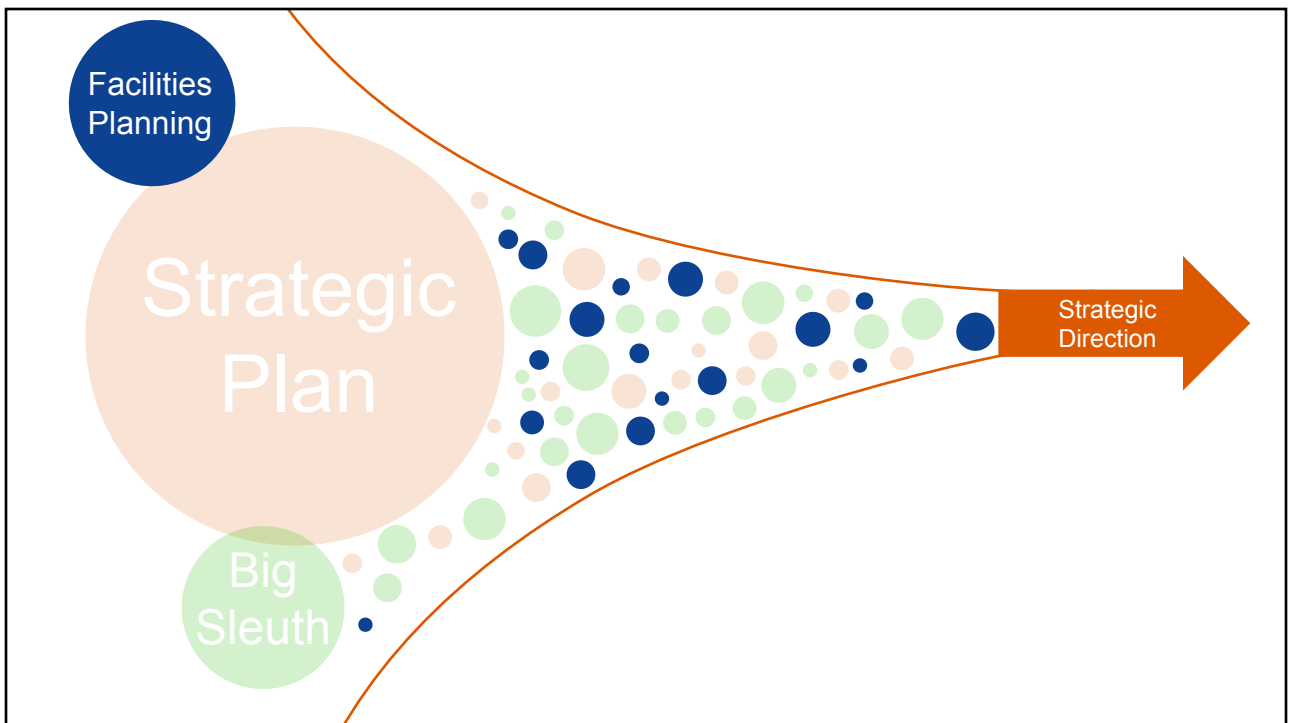
- Students who design and create their own future
- Diversity of people and ideas
- Safe, nurturing and inspiring environments
- Exceptional staff and families committed to student success
- **Abundant and engaged community partners**



Strategic Planning Engagement *School-based*



Comprehensive Facilities Planning Engagement



Strategy 6

- *ensure learning environments enhance students' educational experience.*

Comprehensive Facilities Process

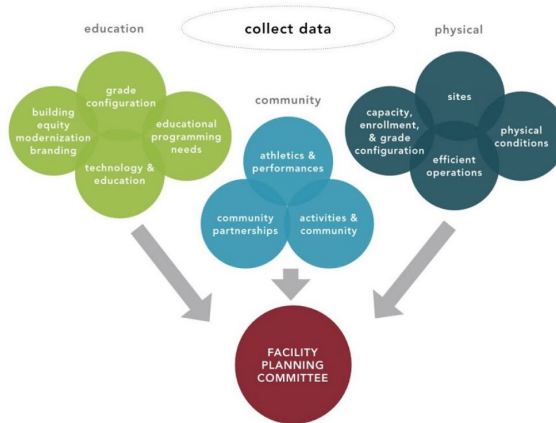
Progress we've made:

collect data

- Demographic Study
- Facilities Physical Analysis
- Site Capacity Analysis

Comprehensive Facilities Process

Progress we've made:

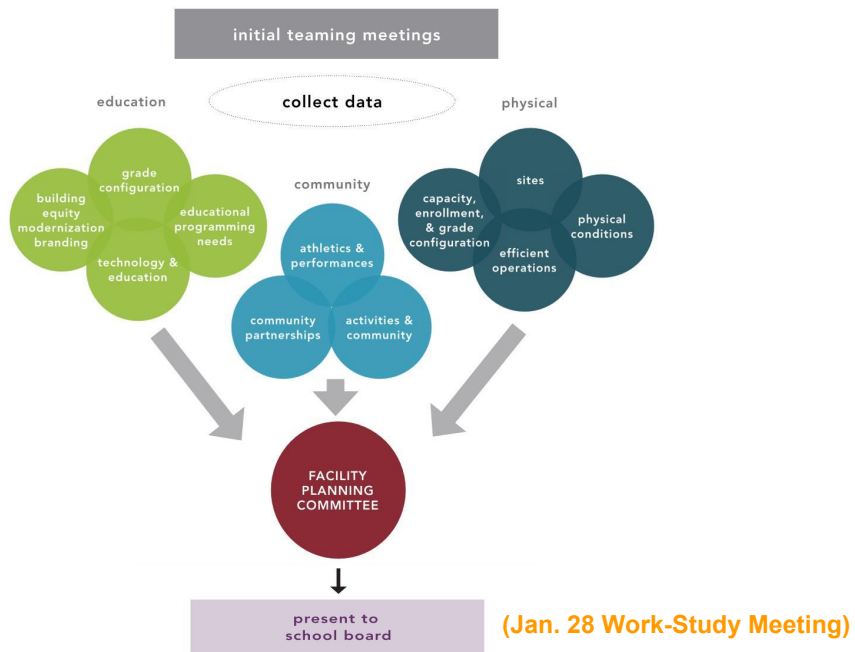


community



physical





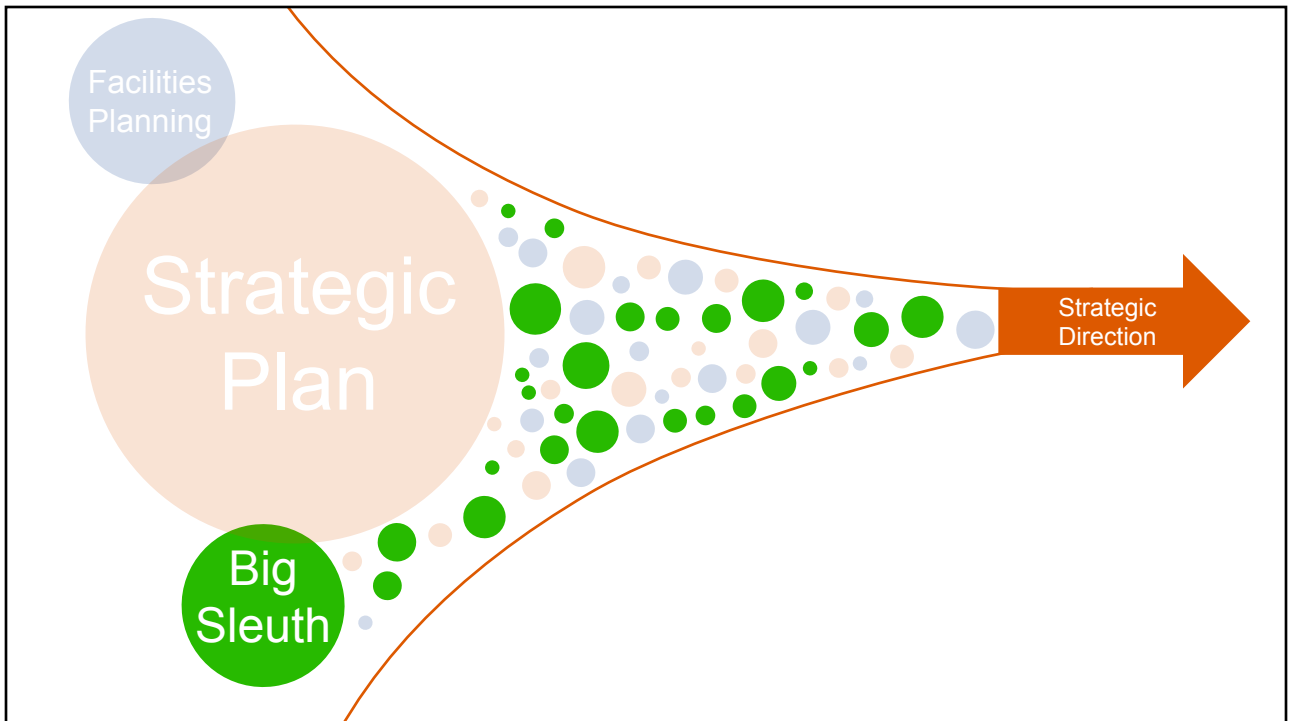
Comprehensive Facilities Process

Timeline

- Board asked to commission facility committees: Sept 10
- Committee applications: Sept. 11 - 24
- Committee selection: Oct. 1
- Committee meetings: Oct. 9 - Jan. 16
- Report needs assessment to the Board January 28, 2019
- Committees will reconvene Feb - March to finalize recommendations
- Community-Wide Engagement and Feedback: April - May
- Bring final recommendations to the Board in Spring

Staff Engagement

The Big Sleuth





Think, Explore, Design!

THE BIG SLEUTH

WHITE BEAR LAKE AREA SCHOOLS 2018-2019

66,705

idea pairs were
voted on during
Big Sleuth
voting!

505

staff members voted and
commented on Big Sleuth ideas.
That is over 1/3 of our total
contracted staff. Wow!

143

Big Sleuth ideas we submitted by
107 brave colleagues willing to
take a stand for something that
will improve our White Bear Lake
Area Schools.

12

coaches will help Idea Champions dig
into their problem with the goal of
designing a working prototype this
school year.

Ideas will advance to the design thinking phase:

Big

Mentally Healthy Bears

Medium

Everyone Deserves to Feel Clean!

Delaying Secondary School Start Times

To Align With Research

Small

The Power of Play - Recess Makes Kids

Smarter

Flexible PD Opportunities

Teachers Don't Need Pictures- Families Do!

LET'S BIG SLEUTH THAT IDEA!

idea pairs were
voted on during
Big Sleuth
voting!

Think, Explore, Design!

THE D

WHITE BEAR LAKE

6

ideas will advance the to design thinking phase:

Big
Mentally Healthy Bears

Medium
Everyone Deserves to Feel Clean!
Delaying Secondary School School Start Times
To Align With Research

Small
The Power of Play - Recess Makes Kids Smarter
Flexible PD Opportunities
Teachers Don't Need Pictures- Families Do!

66,7

19

g

LET'S BIG SLEUTH THAT IDEA!

Think, Explore, Design!

Community Engagement

Advisory Committees



2018-19 ACADEMIC YEAR CALENDAR

WHITE BEAR LAKE AREA SCHOOLS

ISD624.ORG

4

SPED Parent Advisory
Council @ DC Rm 206,
6:30 p.m.

20

New Teacher
Orientation

American Indian Parent
Advisory Committee
@ Lakewood Park,
5:45 p.m.

10

Parent Leaders
Network @ DC,
6:30-8 p.m. (childcare
provided with RSVP)

Community Engagement *Adult Education Program*





Community Engagement

Senior Opportunities





Senior Community Member Lifetime Activity Pass

This Senior Community Member Activity Pass grants
free admission into home activities* for

YOUR NAME

Validated by Dr. Wayne A. Kazmierczak, Superintendent



Community Engagement

Classroom, Experiential Opportunities





Student Engagement *Advisory Committees*





Student Engagement *Agency*





AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

Dr. Kazmierczak will provide information on current issues and events pertaining to the White Bear Lake Area Schools.

D. DISCUSSION ITEMS

E. OPERATIONAL ITEMS

AGENDA ITEM: **2019 School Board Operating Procedures**
MEETING DATE: **January 14, 2019**
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 members approve the Rules of Order and Board Agenda format for the year.

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

RECOMMENDED ACTION: Approve the Rules of Order and Board Agenda format for 2019.

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 Monday 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 Tuesday 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 2019

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 up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided. 3. Those who wish to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting. 4. Questions may be asked on any topic, including those on the agenda. 5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern. 6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided a contact from an appropriate school district official will be made as a follow-up. 7. A handout on the purpose of school board meetings and the meeting process is available at each school board meeting. 8. Citizens may be asked to address the school board on a particular subject during the discussion of that item. 9. The School Board Chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the	During the Public Forum any person may address the School Board on a topic of interest or concern.

	number of requests to speak accordingly.	
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 2019**

MEETING DATE: **January 15, 2018**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The board member's compensation for the year is set at our organization meeting. State law allows the clerk, treasurer, and superintendent of any district to receive such compensation as may be fixed by the board. The law also allows the board to fix compensation for the other members of the Board (Minnesota Statute 123B.09, Subd. 12).

White Bear School Board members were compensated at the following rates in 2018:

Year	Chair	Vice-Chair	Clerk	Treasurer	Members
2018	\$5,450	\$5,250	\$5,450	\$5,250	\$5,050

Last year, was the first year since 2005 that compensation for School Board members increased.

RECOMMENDATION:

It is recommended that the School Board keep the same compensation levels put in place last year for 2019.

Year	Chair	Vice-Chair	Clerk	Treasurer	Members
2019	\$5,450	\$5,250	\$5,450	\$5,250	\$5,050

AGENDA ITEM: School Board Meeting Dates for 2019

MEETING DATE: January 14, 2019

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Dr. Wayne Kazmierczak, Superintendent

BACKGROUND:

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

At this meeting we would like to approve the meeting schedule for 2019, plus the dates from January 2020 through August 2020. By doing this we are able to print the School Board meeting dates in the Activities Calendar for 2019-20.

RECOMMENDATION:

The administration recommends the School Board approve the school board meeting dates for 2019 and from January 2020 through August 2020.

January, 2019 - August, 2020
White Bear Lake Area School Board
Meeting Schedule
District Center, 4855 Bloom Avenue, White Bear Lake

Date	Meeting Type	Time	Location
January 14, 2019	Regular	7:00 p.m.	District Center – Room 112
January 28, 2019	Work-Study	5:30 p.m.	District Center – Room 112
February 11, 2019	Regular	7:00 p.m.	District Center – Room 112
February 25, 2019	Work-Study	5:30 p.m.	District Center – Room 112
March 4, 2019 ***	Regular	7:00 p.m.	District Center – Room 112
March 25, 2019	Work-Study	5:30 p.m.	District Center – Room 112
April 8, 2019	Regular	7:00 p.m.	District Center – Room 112
April 22, 2019	Work-Study	5:30 p.m.	District Center – Room 112
May 13, 2019	Regular	7:00 p.m.	District Center – Room 112
May 20, 2019**	Work-Study	5:30 p.m.	District Center – Room 112
June 10, 2019	Regular	7:00 p.m.	District Center – Room 112
July 15, 2019*	Regular	7:00 p.m.	District Center – Room 112
August 12, 2019	Regular	7:00 p.m.	District Center – Room 112
August 26, 2019	Work-Study	5:30 p.m.	District Center – Room 112
September 9, 2019	Regular	7:00 p.m.	District Center – Room 112
September 23, 2019	Work-Study	5:30 p.m.	District Center – Room 112
October 14, 2019	Regular	7:00 p.m.	District Center – Room 112
October 28, 2019	Work-Study	5:30 p.m.	District Center – Room 112
November 11, 2019	Regular	7:00 p.m.	District Center – Room 112
November 25, 2019	Work-Study	5:30 p.m.	District Center – Room 112
December 9, 2019	Regular	7:00 p.m.	District Center – Room 112
January 13, 2020	Regular	7:00 p.m.	District Center – Room 112
January 27, 2020	Work- Study	5:30 p.m.	District Center – Room 112
February 10, 2020	Regular	7:00 p.m.	District Center – Room 112
February 24, 2020	Work-Study	5:30 p.m.	District Center – Room 112
March 2, 2020***	Regular	7:00 p.m.	District Center – Room 112
March 23, 2020	Work-Study	5:30 p.m.	District Center – Room 112
April 13, 2020	Regular	7:00 p.m.	District Center – Room 112
April 27, 2020	Work-Study	5:30 p.m.	District Center – Room 112
May 11, 2020	Regular	7:00 p.m.	District Center – Room 112
May 18, 2020**	Work-Study	5:30 p.m.	District Center – Room 112
June 8, 2020	Regular	7:00 p.m.	District Center – Room 112
July 13, 2020*	Regular	7:00 p.m.	District Center – Room 112
August 10, 2020	Regular	7:00 p.m.	District Center – Room 112
August 24, 2020	Regular	7:00 p.m.	District Center – Room 112

Approved at _____ Board Meeting.

***March Regular School Board meeting is scheduled for the first Monday in March because spring break starts the second Monday of March.

** May work-study meeting is scheduled for the third Monday in May, because fourth Monday in May is a holiday.

*The July School Board meeting is scheduled for the third Monday.

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

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance & Operations**
Tom Wiczorek, Director of Finance

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 January 14, 2019 to January 13, 2020 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>
Demand Deposit Account	PMA/MN TRUST Associated	Wayne A. Kazmierczak Timothy Wald Thomas Wiczorek
Demand Deposit Account	MSDLAF US Bank	Wayne A. Kazmierczak Timothy Wald Thomas Wiczorek
General/Payroll Account	MSDLAF US Bank	*Board Chair *Board Clerk *Board Treasurer
Dist. Petty Cash Acct	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Thomas Wiczorek
Business Account	Bremer Bank	Timothy Wald Thomas Wiczorek Wayne Kazmierczak
Cafeteria Account	Bremer Bank	Timothy Wald Thomas Wiczorek Wayne Kazmierczak
Central Petty Cash	Bremer Bank	Timothy Schochenmaier Timothy Wald Wayne Kazmierczak

Sunrise Petty Cash	Bremer Bank	Christina Pierre Timothy Wald Wayne Kazmierczak
North Petty Cash	Bremer Bank	Alison Gillespie Dion Harriman Wayne Kazmierczak
South Petty Cash	Bremer Bank	Donald Bosch Carrie Barth Wayne Kazmierczak

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

Electronic Transfers

Demand Deposit Account	PMA/MNTRUST/ ASSOCIATED	Wayne A. Kazmierczak Timothy Wald Thomas Wieczorek
Demand Deposit Account	MSDLAF US Bank	Wayne A. Kazmierczak Timothy Wald Thomas Wieczorek
General/Payroll Account	MSDLAF US Bank	Wayne A. Kazmierczak Timothy Wald Thomas Wieczorek
Business Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Thomas Wieczorek

RECOMMENDATION: Approve official depositories for School District funds and authorized bank accounts and signatures for 2019.

AGENDA ITEM: **Official Newspaper for 2019**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, 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.isd624.org.

A proposal has been submitted by Press Publications to name the White Bear Press as the official school district/legal publication newspaper for 2019. The White Bear Press will increase from \$16.24 per column inch, in 7-point type at 9 lines per inch to **\$16.89** per column inch, in 7-point type at 9 lines per inch. They will provide a discounted rate for the Vadnais Heights Press and The Citizen for second insertion rate of \$8.77 per column inch for both papers.

Our recommendation below is based on our review of Minnesota Statutes pertaining to the requirements of the School District's official newspaper.

RECOMMENDED ACTION:

The School Board approve the White Bear Press as the legal publication for the White Bear Lake Area Public Schools for 2019.

AGENDA ITEM: **Appointment of Compliance Officers**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

Each November the administration certifies to the Minnesota Department of Education that we are in compliance with federal laws and regulations and state laws and rules prohibiting discrimination.

Some of our policies specifically state that a legal responsibility for receiving complaints is assigned to a position, (e.g., the director of human resources). Other policies require that the School Board “annually designate the person” to whom the responsibility is assigned.

To remove ambiguity and assure compliance in all of our policies we are asking the School Board to take action on the following appointments:

District ADA/504 Coordinator:

Lisa Ouren
Director of Student Support Services
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

District Human Rights Officer:

Matthew Mons
Director of Human Resources
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

Title IX Coordinator:

Sara Paul
Assistant Superintendent for Teaching and Learning
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

RECOMMENDED ACTION:

Approve the appointment of Matthew Mons, Director of Human Resources, as the District Human Rights Officer, Sara Paul as the Title IX Coordinator, and Lisa Ouren, Director of Student Support Services, as the District ADA/504 Coordinator in conformance with School Board policies.

AGENDA ITEM: **Local Education Agency Authorization**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

In recent years, the School Board of White Bear Lake Area Schools has authorized the superintendent as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and Secondary Education Act (ESEA). The LEA Representative will ensure the school district will maintain compliance with the appropriate federal statutes, regulations, and procedures and will act as the responsible authority in all matters relating to the administration of federal programs.

RECOMMENDED ACTION: To authorize Dr. Wayne Kazmierczak as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and Secondary Education Act (ESEA) for 2019.

AGENDA ITEM: **Designation of Legal Counsel**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

At our organizational meeting we advise that the School Board of White Bear Lake Area Public Schools designates: *Knutson, Flynn and Deans; Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A.; and others as needed* as our legal counsel for calendar year 2019. Mathew Mons, Director of Human Resources, will also be acting as our general counsel.

Authorized personnel to contact legal counsel includes: school board chair, school board vice-chair, superintendent, assistant superintendent for teaching and learning, assistant superintendent for finance and operations, director of human resources, director of student services, director of community services, director of communications and community relations and director of technology and innovation.

RECOMMENDED ACTION: The School Board approves *Knutson, Flynn and Deans; Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A.; and others as needed* for 2019. The School Board approves authorized personnel to contact legal counsel, including: school board chair, school board vice-chair, superintendent, assistant superintendent for teaching and learning, assistant superintendent for finance and operations, director of human resources, director of student support services, director of community services, director of communications and community relations, and director of technology and innovation.

AGENDA ITEM: **Appointment of Representative For Equity Alliance MN**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **School Board Chair**

BACKGROUND:

Each year the White Bear Lake Area School Board appoints a member of our school board to serve on the Equity Alliance MN Board. Currently Ellen Fahey serves on this board and we recommend that she continues to serve on the Equity Alliance MN board for 2019.

RECOMMENDED ACTION:

The School Board appoint Ellen Fahey as White Bear Lake Area School's representative to the Equity Alliance MN Board for 2019.

AGENDA ITEM: **Appointment of Representative For Intermediate School District 916**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Each year the White Bear Lake Area School Board appoints a member of our school board to serve on the Intermediate School District 916. Currently Kim Chapman serves on this board and we recommend that he continues to serve on the Intermediate School District 916 board for 2019.

RECOMMENDED ACTION:

The School Board appoint Kim Chapman as White Bear Lake Area School's representative to Intermediate School District 916 School Board for 2019.

AGENDA ITEM: **Policy 419, Tobacco-Free Environment**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent of Finance and Operations**

Background:

School Board Policy 419, Tobacco-Free Environment, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in November, and is being recommended for action.

This policy has changes to sections II General Statement of Policy, Section A; section III Tobacco and Tobacco-Related Devices Defined, paragraphs A, B, and D; section IV Exception, paragraph A; and Legal References.

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

Recommended Action:

To approve School Board Policy 419, Tobacco-Free Environment, as recommended by the Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: August 27, 2001
Revised: December 14, 2009
Revised: November 14, 2011

*White Bear Lake Area
School District #624 Policy 419*

419 TOBACCO-FREE ENVIRONMENT

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. ~~It shall be~~ A violation of this policy **occurs when** ~~for~~ any student, teacher, administrator, other school personnel, or visitor to the school district or person to smoke or use tobacco, tobacco-related devices, or electronic cigarettes in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes **any other** vehicles, **including personal vehicles**, used, in whole or in part, for ~~work~~ **school** purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. It shall be a violation of this policy for any enrolled student to possess any type of tobacco, tobacco-related device, or electronic cigarettes in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.
- D. The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, devices, or electronic cigarettes. The school district will not promote or allow promotion of tobacco products or e-cigarettes on school property or at school-sponsored events.
- E. ~~Instruction to discourage the use of tobacco shall be included in the education provided for all students. Staff responsible for teaching tobacco-use prevention shall have adequate training and participate in ongoing professional development activities to effectively deliver the education program as planned.~~

III. **DEFINITIONS TOBACCO AND TOBACCO-RELATED DEVICES DEFEND**

- A. “Electronic Cigarette” means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other similar substance intended for human consumption, and the use of inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under another product name or descriptor.
- B. “Smoking” means inhaling or exhaling smoke from any lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation and the use of electronic cigarettes, including the inhaling and exhaling of vapor from any electronic delivery service. ~~Smoking includes carrying a lighted cigar, cigarette, pipe, or any other lighted smoking equipment.~~
- C. “Tobacco” means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco.
- D. “Tobacco-related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors of tobacco or tobacco products. Tobacco-related devices include components to tobacco-related devices which may be marketed or sold separately.

IV. **EXCEPTION**

- A. ~~It shall not be a~~ violation of this policy does not occur when ~~for~~ an Indian adult ~~to~~ lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.
- B. A violation of this policy does not occur when an adult nonstudent possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

V. **ENFORCEMENT**

- A. All individuals including visitors on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.

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

VI. DISSEMINATION OF POLICY

- A. The school district will develop a method of discussing this policy with students and employees.
- B. This policy shall appear in the student and staff handbook.
- C. Appropriate signage shall be posted throughout the district and building entrances and other highly visible locations.
- D. The school or district shall make tobacco-free reminder announcements at school events at appropriate intervals throughout the events, when possible.

Legal References: ~~Minn. Stat. § 144.413, Subd. 1b and 4 (Definitions)~~
~~Minn. Stat. § 144.416 (Responsibilities of Proprietors)~~
~~Minn. Stat. § 144.4165 (Tobacco Products Prohibited in Public Schools)~~
~~Minn. Stat. § 144.417 (Commissioner of Health, Enforcement, Penalties)~~
Minn. Stat. § 144.411-144.417 (Minnesota Clean Indoor Air Act)
Minn. Stat. § 609.685 (Sale of Tobacco to Children)
Minn. Stat. § 144.411-144.417 (Minnesota Clean Indoor Air Act)

Cross References: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 506 (Student Discipline)
MSBA Service Manual, Chapter 2, Students; Rights, Responsibilities and Behavior

AGENDA ITEM: **Policy 421, Gifts to Employees and School Board Members**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

Background:

School Board Policy 421, Gifts to Employees and School Board Members, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in October and November (was sent back to Policy Committee), and December. It is being recommended for action.

This policy has changes to sections I Purpose and II General Statement of Policy, Section A. As discussed at the October 8 Board meeting, the words schools/classrooms have been removed for General Statement of Policy in section A and title. At the November Board meeting it was discussed that in Section II D. the term insignificant value is used and in Section II B., C., G., and Section III C. the term used is nominal value.

The purpose of this policy is to avoid an actual or perceived impropriety, and an actual or perceived conflict of interest with respect to gifts given to school district employees and School Board members.

Recommended Action:

To approve School Board Policy 421, Gifts to Employees and School Board Members, as recommended by the Policy Committee and Cabinet.

Adopted: April 29, 1996

Revised: May 13, 2013

Revised: March 2, 2015

White Bear Lake Area School District #624 Policy 421

421 GIFTS TO EMPLOYEES, ~~CLASSROOMS~~ AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid an actual or **perceived** ~~the appearance of an~~ impropriety, and an actual or **perceived** ~~appearance of a~~ conflict of interest with respect to gifts given to school district employees, ~~to schools, classrooms,~~ and School Board members.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students, parents/guardians, and others may show appreciation to school district employees or School Board members. ~~and/or to a particular school or classroom.~~ The policy of the school district, however, is to discourage gift-giving to employees, ~~schools/classrooms~~ and School Board members, and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude. Any gifts accepted of more than nominal value, shall become property of the District.
- B. A violation of this policy occurs when an employee solicits, accepts, or receives either by direct or indirect means, a gift of greater than nominal value from a student, parent/guardian, or other individual or organization.
- C. A violation of this policy occurs when any employee solicits, accepts or receives gifts or donations, of greater than nominal value, ~~to fund school or classroom items,~~ by any means, including the use of a website, without prior approval of the building principal and/or in a manner that is otherwise out of compliance with Policy 706: Acceptance of Gifts.
- D. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of ~~nominal value or less or of a promotional or public relations nature.~~ **insignificant nominal value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is “insignificant nominal.”**
- E. Teachers may accept from publishers’ free samples of textbooks and other related teaching materials.
- F. This policy applies only to gifts given to employees where the donor’s relationship with the employee arises out of the employee’s employment with the school district. It does not apply to gifts given to employees by personal friends,

family members, other employees, or others unconnected to the employee's employment with the school district.

- G. An elected or appointed member of a **the** School Board, a **the** school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift **of greater than nominal value** from an interested person.

III. DEFINITIONS

- A. "Gift" means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment, that is given without something of equal or greater value being received in return.
- B. "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a School Board member, superintendent, school principal and building administrator, or a district cabinet member is authorized to make.
- C. "Nominal value" means a value of \$5 or less.

IV. PROCEDURES

Any employee or School Board member considering the acceptance of a gift, individually or for any component of the district, shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, termination and/or discharge. School Board members who violate the provisions of this policy may be subject to discipline in accordance with applicable statute and school district policy.

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: WBLASB Policy 209 (Code of Ethics)
WBLASB Policy 210 (Conflict of Interest – School Board Members)
WBLASB Policy 306 (Administrator Code of Ethics)

AGENDA ITEM: **Policy 511, Student Fundraising**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**

Background:

School Board Policy 511, Student Fundraising, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in November, and is being recommended for action.

This policy has changes to sections III Responsibility, Section A, B, and C.

The purpose of this policy is to address student fundraising efforts.

Recommended Action:

To approve School Board Policy 511, Student Fundraising, as recommended by the Policy Committee and Cabinet.

Adopted: August 12, 1996
Revised: June 11, 2001
Revised: January 10, 2005
Revised: November 8, 2007

*White Bear Lake Area
School Board Policy 511*

511 STUDENT FUNDRAISING

I. PURPOSE

The purpose of this policy is to address student fundraising efforts.

II. GENERAL STATEMENT OF POLICY

The School Board recognizes a desire and a need by some student organizations for fundraising. The School Board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students and the general public.

III. RESPONSIBILITY

- A. ~~It shall be the responsibility of~~ The building administrators **shall be responsible for** ~~to develop~~**ing** recommendations to the superintendent that will result in a level of activity deemed acceptable by employees, parents and students. Fundraising must be conducted in a manner that will not result in embarrassment on the part of individual students, employees, or the school.
- B. All fundraising activities must be approved in advance by the **building principal/activities advisor.** ~~administration.~~ Participation in non-approved activities shall be considered a violation of school district policy.
- C. ~~It shall be the responsibility of the~~ superintendent **assigns the building administrators to assure fundraising activities are coordinated at the building level.** ~~to provide coordination of student fundraising throughout the school district as deemed appropriate.~~
- D. The school district expects all students who participate in approved fundraising activities to represent the school, the student organization and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.
- E. The school district expects all employees who plan, supervise, coordinate, or participate in student fundraising activities to act in the best interest of the students and to represent the school, the student organization, and the community in a responsible manner.

IV. ANNUAL REPORT

The superintendent shall report to the School Board, at least annually, on the financial status of student activity accounts.

Legal References: Minn. Stat. § 120A.20 (Age Limitations: Pupils)
Minn. Stat. § 123B.09, Subd. 8 (Duties)
Minn. Stat. § 123B.36 (Authorized Fees)

Cross References: WBLASB Policy 506 (Student Discipline)

AGENDA ITEM: **Policy 530, Immunization Requirements**
MEETING DATE: **January 14, 2019**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Lisa Ouren, Director of Student Support Services**

Background:

School Board Policy 530, Immunization Requirements, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December, and is being recommended for action.

This policy has changes to sections III Student Immunization Requirements, Section A; section VII Other, and in Legal References.

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.

Recommended Action:

To School Board Policy 530, Immunization Requirements, as recommended by the Policy Committee and Cabinet.

Adopted: August 27, 2001
Revised: May 9, 2005
Revised: February 9, 2009
Revised: October 10, 2011
Revised: January 14, 2013

*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 early childhood, 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 the first year of their home schooling in Minnesota and the grade 7 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 students have received any necessary immunizations and/or are 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.
- C. If a student who is not a Minnesota resident enrolls in a school district online learning course or program and the program does not require any teacher or instructor contact time or require classroom attendance, the person is not subject to the immunization statement, and other requirements of this policy.

V. NOTICE OF IMMUNIZATION REQUIREMENTS

- A. The school district will develop and implement a procedure to:
 - 1. notify parents and students of the immunization and exemption requirements by use of a form approved by the Department of Health;
 - 2. notify parents and students of the consequence for failure to provide required documentation regarding immunizations;
 - 3. review student health records to determine whether the required information has been provided; and
 - 4. 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. Immunization requirements notice shall contain written information describing the exemptions from immunization as permitted by law. The exemptions information 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

By ~~November~~ **December** 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)
Minn. Rules Parts 4604.0100-4604.1000 **1020** (Immunization)
McCarthy v. Ozark Sch. Dist., 359 F.3d 1029 (8th Cir. 2004)
Op. Atty Gen. 169-W (July 23, 1980)
Op. Atty Gen. 169-W (Jan.17, 1968)

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

AGENDA ITEM: **Policy 707, Transportation of Public School Students**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**

Background:

School Board Policy 707, Transportation of Public School Students, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December, and is being recommended for action.

This policy has changes to sections III Definitions, Section A; section IV Eligibility, sections A, B, C, and D; and section VIII Homeless students, section B1 and B2.

The purpose of this policy is to provide for the transportation of students consistent with the requirements of law.

Recommended Action:

To approve School Board Policy 707, Transportation of Public School Students, as recommended by the Policy Meeting and Cabinet.

Adopted: December 9, 1996

*White Bear Lake Area
School Board Policy 707*

Revised: October 14, 2013

Revised: May 8, 2017

707 TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

I. PURPOSE

The purpose of this policy is to provide for the transportation of students consistent with the requirements of law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide for the transportation of students in a manner which will protect their health, welfare, and safety.
- B. The school district recognizes that transportation is an essential part of the school district services to students and parents/guardians but further recognizes that transportation by school bus is a privilege and not a right for an eligible student.

III. DEFINITIONS

- A. ~~Student~~ **Child** with a disability” includes every child identified under federal and state special education law as deaf or hard of hearing, blind or visually impaired, deaf blind, or having a speech or language impairment, a physical impairment, other health disability, developmental cognitive disability, an emotional or behavioral disorder, specific learning disability, autism spectrum disorder, traumatic brain injury, or severe multiple impairments, and who needs special education and related services, as determined by the rules of the **Minnesota** Commissioner of Education. A licensed physician, an advanced practice nurse, or a licensed psychologist is qualified to make a diagnosis and determination of attention deficit disorder or attention deficit hyperactivity disorder for purposes of identifying a child with a disability. In addition, every child under age three, and at the school district’s discretion from age three to seven, who needs special instruction and services, as determined by the rules of the Commissioner, because the child has a substantial delay or has an identifiable physical or mental condition known to hinder normal development, is a child with a disability. A child with a short-term or temporary physical or emotional illness or disability, as determined by the rules of the Commissioner, is not a child with a disability. (Minn. Stat. § 125A.02)
- B. “Home” is the legal residence of the child. In the discretion of the school district, “home” also may be defined as a licensed day care facility, school day care

facility, a respite care facility, the residence of a relative, or the residence of a person chosen by the student's parent or guardian as the home of a student for part or all of the day, if requested by the student's parent or guardian, or an afterschool program for children operated by a political subdivision of the state, if the facility, residence, or program is within the attendance area of the school the student attends. Unless otherwise specifically provided by law, a homeless student is a resident of the school district if enrolled in the school district. (Minn. Stat. § 123B.92, Subd. 1(b)(1); Minn. Stat. § 127A.47, Subd. 2)

- B.C. "Homeless student" means a student, including a migratory student, who lacks a fixed, regular, and adequate nighttime residence and includes: students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; are awaiting foster care placement; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings, and migratory children who qualify as homeless because they are living in any of the preceding listed circumstances. (42 U.S.C. § 11434a)

- €D. "Nonpublic school" means any school, church, or religious organization, or home school wherein a resident of Minnesota may legally fulfill the compulsory instruction requirements of Minn. Stat. §120A.22, which is located within the state, and which meets the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d, *et seq.*). (Minn. Stat. §123B.41, Subd. 9)

- Ð.E. "Nonresident student" is a student who attends school in the school district and resides in another district, defined as the "nonresident district." In those instances when the divorced or legally separated parents or parents residing separately share joint physical custody of a student and the parents reside in different school districts, the student shall be a resident of the school district designated by the student's parents. When parental rights have been terminated by court order, the legal residence of a student placed in a residential or foster facility for care and treatment is the district in which the student resides. (Minn. Stat. § 123B.88, Subd. 6; Minn. Stat. § 125A.51; Minn. Stat. § 127A.47, Subd. 3)

- EF. "Pupil support services" are health, counseling, and guidance services provided by the public school in the same district where the nonpublic school is located. (Minn. Stat. § 123B.41, Subd. 4)

- F.G. "School of origin," for purposes of determining the residence of a homeless student, is the school that the student attended when permanently housed or the school in which the student was last enrolled. (42 U.S.C. § 11432(g)(3)(G))

G.H. “Shared time basis” is a program where students attend public school for part of the regular school day and who otherwise fulfill the requirements of Minn. Stat. § 120A.22 by attendance at a nonpublic school. (Minn. Stat. § 126C.01, Subd. 8)

H.I. “Student” means any student or child attending or required to attend any school as provided in Minnesota law and who is a resident or child of a resident of Minnesota. (Minn. Stat. § 123B.41, Subd. 11)

IV. ELIGIBILITY

~~Students who reside within the attendance area of the school and outside the walking area are eligible for transportation at the expense of the school district.~~

~~The walking area for each school is determined by the School Board and the distance may vary with the grade level of the student.~~

~~The walking distance as established by the School Board is as follows:~~

Grades K-2	1/2 mile	Grades 6-12	1 mile
Grades 3-5	3/4 mile		

~~Exceptions may be made for students who encounter an extraordinary, persistent hazard walking to and from school, at the discretion of the school district administration.~~

A. Upon the request of a parent or guardian, the school district shall provide transportation to and from school, at the expense of the school district, for all resident students who reside 1/2 mile in grades K-2, 3/4 mile in grades 3-5, and one mile from the school in grades 6-12, except for those students whose transportation privileges have been revoked or have been voluntarily surrendered by the student’s parent or guardian. (Minn. Stat. § 123B.88, Subd. 1)

Exceptions may be made for students who encounter an extraordinary, persistent hazard walking to and from school, at the discretion of the school district administration.

B. The school district may, in its discretion, also provide transportation to any student to and from school, at the expense of the school district, for any other purpose deemed appropriate by the School Board.

C. In the discretion of the school district, transportation along regular school bus routes may also be provided, where space is available, to any person where such use of a bus does not interfere with the transportation of students. The cost of providing such transportation must be paid by those individuals using these services or some third-party payor. Bus transportation also may be provided along school bus routes when space is available for participants in early childhood

family education programs and school readiness programs if these services do not result in an increase in the school district's expenditures for transportation. (Minn. Stat. § 123B.88, Subd. 10, 11, 12, and 13)

D. For purposes of stabilizing enrollment and reducing mobility, the school district may, in its discretion, establish a full-service school zone and may provide transportation for students attending a school in that full-service school zone. A full-service school zone may be established for a school that is located in an area with higher than average crime or other social and economic challenges and that provides education, health or human services, or other parental support in collaboration with a city, county, state, or nonprofit agency.

V. TRANSPORTATION OF NONRESIDENT STUDENTS

- A. If requested by the parent of a nonresident student, the school district shall provide transportation to a nonresident student within the school district's borders at the same level of service that is provided to resident students. (Minn. Stat. § 124D.04, Subd. 7; Minn. Stat. § 123B.92, Subd. 3)
- B. If the school district decides to transport a nonresident student within the student's resident district, the school district will notify the student's resident district of its decision, in writing, prior to providing transportation. (Minn. Stat. § 123B.88, Subd. 6)
- C. When divorced or legally separated parents or parents residing separately reside in different school districts and share physical custody of a student, the parents shall be responsible for the transportation of the student to the border of the school district during those times when the student is residing with the parent in the nonresident school district. (Minn. Stat. § 127A.47, Subd. 3(b))
- D. The school district may provide transportation to allow a student who attends a high-need English learner program and who resides within the transportation attendance area of the program to continue in the program until the student completes the highest grade level offered by the program. (Minn. Stat. § 123B.92, Subd. 3(b))

VI. TRANSPORTATION OF RESIDENT STUDENTS TO NONDISTRICT SCHOOLS

- A. In general, the resident school district is not obligated to provide transportation between a resident student's home and the border of a nonresident district where the student chooses to attend school under the Enrollment Options Program. A parent may be reimbursed by the nonresident district for the costs of transportation from the pupil's residence to the border of the nonresident district if

the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the pupil's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week. (Minn. Stat. § 124D.03, Subd. 8)

- B. Resident students shall be eligible for transportation to and from a nonresident school district at the expense of the resident school district, if in the discretion of the resident school district, inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the resident student's own district unreasonably difficult or impracticable. The resident school district, in its discretion, may also provide for transportation of resident students to schools in other districts for grades and departments not maintained in the district, including high school, for the whole or a part of the year or for resident students who attend school in a building rented or leased by the school district in an adjacent district. (Minn. Stat. § 123B.88, Subds. 1 and 4)
- C. In general, the resident school district is not responsible for transportation for any resident student attending school in an adjoining state under a reciprocity agreement but may provide such transportation services at its discretion. (Minn. Stat. § 124D.041)

VII. SPECIAL EDUCATION STUDENTS/ STUDENTS WITH A DISABILITY/ STUDENTS WITH TEMPORARY DISABILITIES

- A. Upon a request of a parent or guardian, the School Board must provide necessary transportation, consistent with Minn. Stat. § 123B.92, Subd. 1 (b) (4), for a resident child with a disability not yet enrolled in kindergarten, for the provision of special instruction and services. Special instruction and services for a child with a disability not yet enrolled in kindergarten include an individualized education program (IEP) team placement in an early childhood program when that placement is necessary to address the child's level of functioning and needs. (Minn. Stat. § 123B.88, Subd. 1)
- B. Resident students with a disability, whose disabling conditions are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is transported on a special route for the purpose of attending an approved special education program, shall be entitled to special transportation at the expense of the school district or the day training and habilitation program attended by the student. The school district shall determine the type of vehicle used to transport students with a disability on the basis of the disabling condition and applicable laws. This provision shall not be applicable to parents who transport their own child under a contract with the school district. (Minn. Stat. § 123B.88, Subd. 19; Minn. Rules Part 7470.1600)

- C. Resident students with a disability who are boarded and lodged at Minnesota state academies for educational purposes, but who also are enrolled in a public school within the school district, shall be provided transportation by the school district to and from said board and lodging facilities at the expense of the school district. (Minn. Stat. § 125A.65)
- D. If a resident student with a disability attends a public school located in a non-resident school district and the resident school district does not provide special instruction and services, the resident school district shall provide necessary transportation for the student between the resident school district boundary and the educational facility where special instruction and services are provided within the non-resident school district. The resident school district may provide necessary transportation of the student between its boundary and the school attended in the non-resident school district, but shall not pay the cost of transportation provided outside the resident school district boundary. (Minn. Stat. § 125A.12)
- E. When a student with a disability or a student with a short-term or temporary disability is temporarily placed for care and treatment in a day program located in another school district and the student continues to live within the school district during the care and treatment, the resident school district shall provide the transportation, at the expense of the resident school district, to that student. The school district may establish reasonable restrictions on transportation, except if a Minnesota court or agency orders the child placed at a day care and treatment program and the school district receives a copy of the order, then the school district must provide transportation to and from the program unless the court or agency orders otherwise. Transportation shall only be provided by the school district during regular operating hours of the school district. (Minn. Stat. § 125A.15(b); Minn. Stat. § 125A.51(d))
- F. When a nonresident student with a disability or a student with a short-term or temporary disability is temporarily placed in a residential program within the school district, including correctional facilities operated on a fee-for-service basis and state institutions, for care and treatment, the school district shall provide the necessary transportation at the expense of the school district. Where a joint powers entity enters into a contract with a privately owned and operated residential facility for the provision of education programs for special education students, the joint powers entity shall provide the necessary transportation. (Minn. Stat. § 125A.15(c) and (d); Minn. Stat. § 125A.51(e))
- G. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health care information as required by law. (Minn. Rules Part 7470.1700)

- H. Any parent of a student with a disability who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minn. Stat. Ch. 125A. (Minn. Rules Part 7470.1600, Subd. 2)

VIII. HOMELESS STUDENTS

- A. Homeless students shall be provided with transportation services comparable to other students in the school district. (42 U.S.C. § 11432(e)(3)(C)(i)(III)(cc) and (g)(4)(A))
- B. Upon request by the student's parent, guardian, or homeless education liaison, the school district shall provide transportation for a homeless student as follows:
1. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements within the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location if ~~the shelter or non-shelter location is greater than the distance set forth in section IV of this policy from the school of origin and the student's transportation privileges have not been revoked.~~ on the same basis as transportation services are provided to other students in the school district. (42 U.S.C. § 11432(g)(1)(J)(iii)(I))
 2. A resident student who becomes homeless and is residing in a public or private shelter location or has other non-shelter living arrangements outside of the school district shall be provided transportation to and from the student's school of origin and the shelter or other non-shelter location if ~~the shelter or non-shelter location is greater than the distance set forth in section IV of this policy from the school of origin and the student's transportation privileges have not been revoked~~ on the same basis as transportation services are provided to other students in the school district. unless the school district and the school district in which the student is temporarily placed agree that the school district in which the student is temporarily placed shall provide transportation. (Minn. Stat. § 125A.51(f); 42 U.S.C. § 11432(g)(1)(J)(iii)(II))
 3. If a nonresident student is homeless and is residing in a public or private homeless shelter or has other non-shelter living arrangements within the school district, the school district may provide transportation services between the shelter or non-shelter location and the student's school of origin outside of the school district upon agreement with the school district in which the school of origin is located. (Minn. Stat. § 125A.51(f))
 4. A homeless nonresident student enrolled under Minn. Stat. § 124D.08, Subd. 2a, must be provided transportation from the student's district of

residence to and from the school of enrollment. (Minn. Stat. § 123B.92 Subd. 3(c)).

IX. AVAILABILITY OF SERVICES

Transportation shall be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break. Transportation may be provided for summer instructional programs for students with a disability or in conjunction with a learning year program. Transportation between home and school may also be provided, in the discretion of the school district, on staff development days. (Minn. Stat. § 123B.88, Subd. 21)

X. MANNER OF TRANSPORTATION

The scheduling of routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, the determination of fees, and any other matter relating thereto shall be within the sole discretion, control and management of the School Board. The school district may, in its discretion, provide room and board, in lieu of transportation, to a student who may be more economically and conveniently provided for by that means. (Minn. Stat. § 123B.88, Subd. 1)

XI. RESTRICTIONS

Transportation by the school district is a privilege and not a right for an eligible student. A student's eligibility to ride a school bus may be revoked for a violation of school bus safety or conduct policies, or violation of any other law governing student conduct on a school bus pursuant to the school district's discipline policy. Revocation of a student's bus riding privilege is not an exclusion, expulsion, or suspension under the Pupil Fair Dismissal Act. Revocation procedures for a student who is an individual with a disability under 20 U.S.C. § 1415 (Individuals with Disabilities Act), 29 U.S.C. § 794 (the Rehabilitation Act), and 42 U.S.C. § 12132, (Americans with Disabilities Act) are governed by these provisions. (Minn. Stat. § 121A.59)

XII. FEES

- A. In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional. (Minn. Stat. § 123B.36, Subd. 1(10))
- B. The school district may charge fees for transportation of students to and from school when authorized by law. If the school district charges fees for transportation of students to and from school, guidelines shall be established for that transportation to ensure that no student is denied transportation solely because of inability to pay. The school district also may waive fees for transportation if the student's parent/guardian is serving in, or within the past year

has served in, active military service as defined in Minn. Stat. § 190.05. (Minn. Stat. § 123B.36, Subds. 1(11) and 6)

- C. The school district may charge reasonable fees for transportation of students to and from post-secondary institutions for students enrolled under the post-secondary enrollment options program. Families who qualify for mileage reimbursement may use their state mileage reimbursement to pay this fee. (Minn. Stat. § 123B.36, Subd. 1(13))
- D. Where, in its discretion, the school district provides transportation to and from an instructional community-based employment station that is part of an approved occupational experience vocational program, the school district may require the payment of reasonable fees for transportation from students who receive remuneration for their participation in these programs. (Minn. Stat. § 123B.36, Subd. 3)

Legal References:

Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.59 (Bus Transportation is a Privilege Not a Right)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.41 (Educational Aids for Nonpublic School Children; Definitions)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.88 (Independent School Districts, Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.04 (Enrollment Options Programs in Border States)
Minn. Stat. § 124D.041 (Reciprocity with Adjoining States)
Minn. Stat. § 124D.08 (School Board's Approval to Enroll in Nonresident District)
Minn. Stat. Ch. 125A (Children With a Disability)
Minn. Stat. § 125A.02 (Children With a Disability, Defined)
Minn. Stat. § 125A.12 (Attendance in Another District)
Minn. Stat. § 125A.15 (Placement in Another District; Responsibility)
Minn. Stat. § 125A.51 (Placement of Children Without Disabilities; Education and Transportation)
Minn. Stat. § 125A.515 (Placement of Students; Approval of Education Program)
Minn. Stat. § 125A.65 (Attendance at Academies for the Deaf and Blind)
Minn. Stat. § 126C.01 (General Education Revenue - Definitions)
Minn. Stat. § 127A.47 (Payments to Resident and Nonresident Districts)
Minn. Stat. § 190.05 (Definitions)
Minn. Rules Part 7470.1600 (Transporting Pupils with Disability)
Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disabilities)
20 U.S.C. § 1415 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 2000d (Prohibition Against Exclusion from Participation in, Denial of Benefits of,

and Discrimination under Federally Assisted Programs on Ground of Race, Color, or National Origin)

42 U.S.C. § 11431, *et seq.* (McKinney-Vento Homeless Assistance Act of 2001)

42 U.S.C. § 12132, *et seq.* (Americans With Disabilities Act)

Cross References:

WBLASB Policy 708 (Transportation of Nonpublic School Students)

WBLASB Policy 709 (Student Transportation Safety Policy)

WBLASB Policy 710 (Extracurricular Transportation)

MSBA Service Manual, Chapter 2, Transportation

AGENDA ITEM: **Policy 708, Transportation of Nonpublic School Students**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**

Background:

School Board Policy 708, Transportation of Nonpublic School Students, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December, and is being recommended for action.

This policy has changes to sections IV Students with Disabilities and sections B and D.

The purpose of this policy is to address transportation rights of nonpublic school students and to provide equality of treatment in transporting such students pursuant to law.

Recommended Action:

To approve School Board Policy 708, Transportation of Nonpublic School Students, policy placed on the January 14 School Board meeting agenda or a subsequent meeting for action.

Adopted: December 9, 1996

*White Bear Lake Area
School Board Policy 708*

Revised: September 9, 2013

Revised: March 5, 2018

708 TRANSPORTATION OF NONPUBLIC SCHOOL STUDENTS

I. PURPOSE

The purpose of this policy is to address transportation rights of nonpublic school students and to provide equality of treatment in transporting such students pursuant to law.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to recognize the rights of nonpublic school students and to provide equal transportation to those students as required by law.

III. ELIGIBILITY

- A. The school district shall provide equal transportation within the school district for all students to any school when transportation is deemed necessary by the school district because of distance or traffic conditions in like manner and form as provided in Minn. Stat. §§ 123B.88 and §123B.92 when applicable. (Minn. Stat. § 123B.86, Subd. 1)
- B. Upon the request of a parent or guardian, the resident school district shall provide school bus transportation to the resident school district boundary for students residing in the resident school district at least the same distance from a nonpublic school actually attended in another school district as public school students are transported in the transporting school district. Such transportation shall be provided whether there is or is not another nonpublic school within the transporting school district, if the transportation is to schools maintaining grades or departments not maintained in the resident school district or if the attendance of such students at school can more safely, economically, or conveniently be provided for by such means. Minn. Stat. § 123B.86, Subd. 2(a))
- C. The resident school district may provide school bus transportation to a nonpublic school in another school district for students residing in the resident school district and attending that school. The resident district may provide this transportation whether there is or is not another nonpublic school within the transporting school district if the transportation is to schools maintaining grades or departments not maintained in the school district or if the attendance of such students at school can more safely, economically, or conveniently be provided for by such means. If the resident school district transports students to a nonpublic school located in another school district, the nonpublic school shall pay the cost of such transportation provided outside the resident school district boundaries. (Minn. Stat. § 123B.86, Subd. 2(b))

- D. The school district shall provide the necessary transportation within school district boundaries between the nonpublic school and a public school or neutral site for nonpublic school students who are provided pupil support services, if the school district elects to provide pupil support services at a site other than a nonpublic school. (Minn. Stat. § 123B.44, Subd. 1)
- E. When transportation is provided, the scheduling of routes, manner and method of transportation, control and discipline of students and any other matter relating thereto shall be within the sole discretion, control and management of the school district. (Minn. Stat. § 123B.86, Subd. 3; Minn. Stat. § 123B.91, Subd. 1a)
- F. Additional transportation to and from a nonpublic school may be provided at the expense of the school district where such services are provided in the discretion of the school district.

IV. **SPECIAL EDUCATION/DISABLED STUDENTS WITH DISABILITIES**

- A. If a resident student with a disability attends a nonpublic school located within the school district, the school district shall provide necessary transportation for the student within the school district between the nonpublic school and the educational facility where special instruction and services are provided on a shared-time basis. If a resident student with a disability attends a nonpublic school located in another school district and if no agreement exists for the provision of special instruction and services on a shared time basis to that student by the school district of attendance and where the special instruction and services are provided within the school district, the resident school district shall provide necessary transportation for that student between the resident school district boundary and the educational facility. The resident school district may provide necessary transportation for that student between its boundary and the nonpublic school attended, but the nonpublic school shall pay the cost of transportation provided outside the resident school district. School districts may make agreements for who provides transportation. Parties serving students on a shared time basis have access to a due process hearing system as provided by law. (Minn. Stat. § 125A.18)
- B. ~~Disabled students whose disabling conditions~~ **When the disabling conditions of a student with a disability** are such that the student cannot be safely transported on the regular school bus and/or school bus route and/or when the student is transported on a special route for the purpose of attending an approved special education program shall be entitled to special transportation at the expense of the school district or the day training and habilitation program attended by the student. The school district shall determine the type of vehicle used to transport ~~disabled students on the basis of the disabling condition~~ **students with a disability on the basis of the disabling conditions** and applicable laws. This section shall not be applicable to parents who transport their own child under a contract with the school district. (Minn. Stat. § 123B.88, Subd. 19; Minn. Rules Part 7470.1600, Subd. 1)

- C. Each driver and aide assigned to a vehicle transporting students with a disability will be provided with appropriate training for the students in their care, will assist students with their safe ingress and egress from the bus, will ensure the proper use of protective safety devices, and will be provided with access to emergency health care information as required by law. (Minn. Rules Part 7470.1700)
- D. Any parent or guardian of a ~~disabled~~ student with a disability who believes that the transportation services provided for that child are not in compliance with the applicable law may utilize the alternative dispute resolution and due process procedures provided for in Minn. Stat. Ch. 125A (Minn. Rules Part 7470.1600, subd. 2)

V. APPLICATION OF GENERAL POLICY

The provisions of the school district's policy on transportation of public school students [WBLASB Policy 707] shall apply to the transportation of nonpublic school students except as specifically provided herein.

Legal References: Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123. 84(Policy)
Minn. Stat. § 123. 86 (Equal Treatment)
Minn. Stat. § 123B.88 (Independent School Districts, Transportation)
Minn. Stat. § 123B.91, Subd. 1a (Compliance by Nonpublic and Charter School Students)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. Ch. 125A (Children With a Disability)
Minn. Stat. § 125A.18 (Special Instruction; Nonpublic Schools)
Minn. Rules Part 7470.1600 (Transporting Pupils with Disability)
Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disabilities)
Americans United, Inc. as Protestants and Other Am. United for Separation of Church and State, et al. v. Independent Sch. Dist. No. 622, et al., 288 Minn. 1996, 179 N.W.2d 146 (Minn. 1970)
Eldredge v. Independent Sch. Dist. No. 625, 422 N.W.2d 319 (Minn. Ct. App. 1988)
Healy v. Independent Sch. Dist. No. 625, 962 F.2d 1304 (8th Cir. 1992)
Minn. Op. Atty. Gen. 166a-7 (June 3, 1983)
Minn. Op. Atty. Gen. 166a-7 (Sept. 14, 1981)
Minn. Op. Atty. Gen. 166a-7 (July 15, 1976)
Minn. Op. Atty. Gen. 166a-7 (July 17, 1970)
Minn. Op. Atty. Gen. 166a-7 (Oct. 3, 1969)
Minn. Op. Atty. Gen. 166a-7 (Sept. 12, 1969)

Cross References: WBLASB Policy 707 (Transportation of Public School Students)
WBLASB Policy 709 (Student Transportation Safety Policy)
MSBA Service Manual, Chapter 2, Transportation

AGENDA ITEM: **Policy 721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources**

MEETING DATE: **January 14, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**

Background:

School Board Policy 5721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December, and is being recommended for action.

This policy has changes to sections II Definitions, section E1 and 2; and section VII Allowable Use of Funds and Cost Principles, section A

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

Recommended Action:

To approve School Board Policy 5721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources, as recommended by the Policy Committee and Cabinet.

721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES

I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

II. DEFINITIONS

A. Grants

1. “State-administered grants” are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).
2. “Direct grants” are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

B. “Non-federal entity” means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

C. “Federal award” has the meaning, depending on the context, in either paragraph 1. or 2. of this definition:

1.
 - a. The federal financial assistance that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability); or
 - b. The cost-reimbursement contract under the federal Acquisition Regulations that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 C.F.R. § 200.101 (Applicability).
2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of 2 C.F.R. § 200.40 (Federal Financial Assistance), or the cost-reimbursement contract awarded under

the federal Acquisition Regulations.

3. “Federal award” does not include other contracts that a federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.

D. “Contract” means a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 C.F.R. Part 200, does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.

E. Procurement Methods

1. “Procurement by micro-purchase” is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (generally ~~\$10,000~~ ~~\$3,000~~, except as otherwise discussed in 48 C.F.R. Subpart 2.1 or as periodically adjusted for inflation).
2. “Procurement by small purchase procedures” are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than ~~\$175,000~~ ~~\$150,000~~ (periodically adjusted for inflation).
3. “Procurement by sealed bids (formal advertising)” is a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
4. “Procurement by competitive proposals” is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids.
5. “Procurement by noncompetitive proposals” is procurement through solicitation of a proposal from only one source.

F. “Equipment” means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000.

G. “Compensation for personal services” includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and

salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 C.F.R. § 200.431 (Compensation - Fringe Benefits).

- H. “Post-retirement health plans” refer to costs of health insurance or health services not included in a pension plan covered by 2 C.F.R. § 200.431(g) for retirees and their spouses, dependents, and survivors.
- I. “Severance pay” is a payment in addition to regular salaries and wages by the non-federal entities to workers whose employment is being terminated.
- J. “Direct costs” are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.
- K. “Relocation costs” are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.
- L. “Travel costs” are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

III. CONFLICT OF INTEREST

- A. Employee Conflict of Interest. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, officers, and agents of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, or agents of the school district.
- B. Organizational Conflicts of Interest. The school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization because of relationships with a parent company, affiliate, or subsidiary organization.
- C. Disclosing Conflicts of Interest. The school district must disclose in writing any potential conflict of interest to MDE in accordance with applicable federal awarding agency policy.

IV. ACCEPTABLE METHODS OF PROCUREMENT

- A. General Procurement Standards. The school district must use its own documented procurement procedures which reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.
- B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.
- F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.
- G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- H. Methods of Procurement. The school district must use one of the following methods of procurement:
 - 1. Procurement by micro-purchases. To the extent practicable, the school district must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the school district considers the price to be reasonable.

2. Procurement by small purchase procedures. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
3. Procurement by sealed bids (formal advertising).
4. Procurement by competitive proposals. If this method is used, the following requirements apply:
 - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - b. Proposals must be solicited from an adequate number of qualified sources;
 - c. The school district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - e. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.
5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals may be used only when one or more of the following circumstances apply:
 - a. The item is available only from a single source;
 - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or

- d. After solicitation of a number of sources, competition is determined inadequate.
- I. Competition. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
 - 1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- J. The school district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the school district must not preclude potential bidders from qualifying during the solicitation period.
- K. Non-federal entities are prohibited from contracting with or making subawards under “covered transactions” to parties that are suspended or debarred or whose principals are suspended or debarred. “Covered transactions” include procurement contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed \$25,000.
- L. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 C.F.R. § 180.215.

V. MANAGING EQUIPMENT AND SAFEGUARDING ASSETS

- A. Property Standards. The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to property owned by the non-federal entity. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property,

equipment, supplies, and intangible property set forth in 2 C.F.R. §§ 200.311, 200.314, and 200.315.

B. Equipment

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a minimum, meet the following requirements:

1. Property records must be maintained that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.
2. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
4. Adequate maintenance procedures must be developed to keep property in good condition.
5. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

VI. FINANCIAL MANAGEMENT REQUIREMENTS

- A. Financial Management. The school district's financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award.
- B. Payment. The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control.

Advance payments to a school district must be limited to the minimum amounts needed and timed to be in accordance with the actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the non-federal entity for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

- C. Internal Controls. The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States, or the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with federal statutes, regulations, and the terms and conditions of the federal award.

The school district must also evaluate and monitor the school district’s compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must also take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

VII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES

- A. Allowable Use of Funds. The school district administration and the **School** Board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allow ability and their conformity with federal cost principles to determine the allow ability of costs.

B. Definitions

1. “Allowable cost” means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.
2. “Education Department General Administrative Regulations (EDGAR)”

means a compilation of regulations that apply to federal education programs. These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements). EDGAR can be accessed at: <http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.

3. “Omni Circular” or “2 C.F.R. Part 200s” or “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” means federal cost principles that provide standards for determining whether costs may be charged to federal grants.
4. “Advance payment” means a payment that a federal awarding agency or pass-through entity makes by any appropriate payment mechanism, including a predetermined payment schedule, before the non-federal entity disburses the funds for program purposes.

C. Allowable Costs. The following items are costs that may be allowable under the 2 C.F.R. Part 200s under specific conditions:

1. Advisory councils;
2. Audit costs and related services;
3. Bonding costs;
4. Communication costs;
5. Compensation for personal services;
6. Depreciation and use allowances;
7. Employee morale, health, and welfare costs;
8. Equipment and other capital expenditures;
9. Gains and losses on disposition of depreciable property and other capital assets and substantial relocation of federal programs;
10. Insurance and indemnification;
11. Maintenance, operations, and repairs;
12. Materials and supplies costs;
13. Meetings and conferences;

14. Memberships, subscriptions, and professional activity costs;
15. Security costs;
16. Professional service costs;
17. Proposal costs;
18. Publication and printing costs;
19. Rearrangement and alteration costs;
20. Rental costs of building and equipment;
21. Training costs; and
22. Travel costs.

D. Costs Forbidden by Federal Law. 2 CFR Part 200s and EDGAR identify certain costs that may never be paid with federal funds. The following list provides examples of such costs. If a cost is on this list, it may not be supported with federal funds. The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 CFR Part 200s; thus, the following list is not exhaustive:

1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;
2. Alcoholic beverages;
3. Bad debts;
4. Contingency provisions (with limited exceptions);
5. Fundraising and investment management costs (with limited exceptions);
6. Donations;
7. Contributions;
8. Entertainment (amusement, diversion, and social activities and any associated costs);
9. Fines and penalties;
10. General government expenses (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));

11. Goods or services for personal use;
12. Interest, except interest specifically stated in 2 C.F.R. § 200.441 as allowable;
13. Religious use;
14. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);
15. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and
16. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.

E. Program Allow Ability

1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.
2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.
3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In those cases, costs must be consistent with the purposes of the program in order to be allowable.

F. Federal Cost Principles

1. The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes five core principles that serve as an important guide for effective grant management. These core principles require all costs to be:
 - a. Necessary for the proper and efficient performance or administration of the program.
 - b. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of

the cost, needs, and requirements of the program.

- c. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program – for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with federal funds so they can prove they were used for federal program purposes.
- d. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.
- e. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.

G. Program Specific Fiscal Rules. The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.

- 1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.
- 2. Many state-administered programs require local education agencies (LEAs) to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education costs and not to supplant (or replace) those funds. Generally, the “supplement, not supplant” provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).
- 3. Auditors generally presume supplanting has occurred in three situations:
 - a. School district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.
 - b. School district uses federal funds to provide services that the school district provided with state or local funds in the prior year.

c. School district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to non-participating students.

4. These presumptions apply differently in different federal programs and also in school-wide program schools. Staff should be familiar with the supplement not supplant provisions applicable to their program.

H. Approved Plans, Budgets, and Special Conditions

1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.

2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.

I. Training

1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.

2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.

J. Employee Sanctions. Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

VIII. COMPENSATION – PERSONAL SERVICES EXPENSES AND REPORTING

A. Compensation – Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written policy of the school district consistently applied to both federal and non-federal activities; and

2. Follows an appointment made in accordance with a school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, a school district must follow its written non-federal, entity-wide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

B. Compensation – Fringe Benefits

1. During leave.

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- a. They are provided under established written leave policies;
- b. The costs are equitably allocated to all related activities, including federal awards; and
- c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.

2. The costs of fringe benefits in the form of employer contributions or expenses for social security; employee life, health, unemployment, and workers' compensation insurance (except as indicated in 2 C.F.R. § 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as direct or indirect costs in accordance with the school district's accounting practices.

3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.

4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the written policies of the school district.

5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established written policies of the school district.

6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's part; or circumstances of the particular employment.
- C. Insurance and Indemnification. Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.
- D. Recruiting Costs. Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:
 1. Critical and necessary for the conduct of the project;
 2. Allowable under the cost principles set forth in the Uniform Grant Guidance;
 3. Consistent with the school district's cost accounting practices and school district policy; and
 4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.
- E. Relocation Costs of Employees. Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school district's reimbursement policy.
- F. Travel Costs. Travel costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the school district's non-federally funded activities and in accordance with the school district's reimbursement policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations according to the school district's written reimbursement and/or travel policies.

In addition, when costs are charged directly to the federal award, documentation must justify the following:

1. Participation of the individual is necessary to the federal award; and
2. The costs are reasonable and consistent with the school district's established travel policy.

Temporary dependent care costs above and beyond regular dependent care that directly results from travel to conferences is allowable provided the costs are:

1. A direct result of the individual's travel for the federal award;
2. Consistent with the school district's documented travel policy for all school district travel; and
3. Only temporary during the travel period.

[Note: Noncompliance. If a school district fails to comply with federal statutes, regulations, or the terms and conditions of a federal award, the DOE or MDE may impose additional conditions, as described in 2 C.F.R. § 200.207 (Specific Conditions). If the DOE or MDE determines that noncompliance cannot be remedied by imposing additional conditions, the DOE or MDE may take one or more of the following actions, as appropriate under the circumstances: 1) Temporarily withhold cash payments pending correction of the deficiency by the school district or more severe enforcement action by the DOE or MDE; 2) Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance; 3) Wholly or partly suspend or terminate the federal award; 4) Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and DOE regulations (or, in the case of MDE, recommend such a proceeding be initiated by the DOE); 5) Withhold further federal awards for the project or program; and/or 6) Take other remedies that may be legally available.]

Legal References: 2 C.F.R. § 200.12 (Capital Assets)
2 C.F.R. § 200.112 (Conflict of Interest)
2 C.F.R. § 200.113 (Mandatory Disclosures)
2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Risk Posed by Applicants)
2 C.F.R. § 200.212 (Suspension and Debarment)
2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
2 C.F.R. § 200.302 (Financial Management)
2 C.F.R. § 200.303 (Internal Controls)
2 C.F.R. § 200.305(b)(1) (Payment)
2 C.F.R. § 200.310 (Insurance Coverage)
2 C.F.R. § 200.311 (Real Property)
2 C.F.R. § 200.313(d) (Equipment)
2 C.F.R. § 200.314 (Supplies)
2 C.F.R. § 200.315 (Intangible Property)
2 C.F.R. § 200.318 (General Procurement Standards)
2 C.F.R. § 200.319(c) (Competition)
2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms)
2 C.F.R. § 200.328 (Monitoring and Reporting Program Performance)

2 C.F.R. § 200.338 (Remedies for Noncompliance)
2 C.F.R. § 200.403(c) (Factors Affecting Allow Ability of Costs)
2 C.F.R. § 200.430 (Compensation – Personal Services)
2 C.F.R. § 200.431 (Compensation – Fringe Benefits)
2 C.F.R. § 200.447 (Insurance and Indemnification)
2 C.F.R. § 200.463 (Recruiting Costs)
2 C.F.R. § 200.464 (Relocation Costs of Employees)
2 C.F.R. § 200.473 (Transportation Costs)
2 C.F.R. § 200.474 (Travel Costs)

Cross References: WBLASB Policy 208 (Development, Adoption, and Implementation of Policies)
WBLASB Policy 210 (Conflict of Interest – School Board Members)
WBLASB Policy 412 (Expense Reimbursement)
WBLASB Policy 701 (Establishment and Adoption of School District Budget)
WBLASB Policy 701.1 (Modification of School District Budget)
WBLASB Policy 702 (Accounting)
WBLASB Policy 703 (Annual Audit)