

**INDEPENDENT SCHOOL  
DISTRICT #624**



**SCHOOL BOARD  
MEETING PACKET**

June 12, 2017

# MISSION STATEMENT

**The mission of the White Bear Lake Area School District, a leader in innovative education and community partnerships, is to ensure our students:**

- **develop a love for learning,**
- **excel academically,**
- **are inspired to realize their dreams, and**
- **become engaged citizens with a global understanding**

**by challenging each student with a dynamic, respectful and inclusive environment that nurtures the unique talents and abilities of every student.**

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

To: Members of the School Board

From: Dr. Michael J. Lovett  
Superintendent of Schools

Date: June 1, 2017

A student recognition reception will be held at **6:10 p.m.** in the Community Room 112 on Monday, **June 12 2017**. The recognition ceremony will take place at 6:20 p.m. and finish prior to the start of the regular Board meeting at 7:00 p.m. (Recognitions will include: Archery Team, Girl's Track and Field as Section True Team Winners, South Campus Student Council, elementary students whose work qualified for the state bus safety poster contest, and individual athletes)

A meeting of the White Bear Lake Area School Board will be held on **Monday, June 12, 2017** at **7:00 p.m.** in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**AGENDA**

**A. PROCEDURAL ITEMS**

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

**B. PUBLIC FORUM**

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

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 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 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. 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**

1. White Bear Lake Student Astronomical Association
2. Community Survey Highlights
3. Superintendent's Report
4. Thank You from the School Board

**D. DISCUSSION ITEMS**

1. First Reading of School Board Policies:
  - a. Policy 202, School Board Officers
  - b. Policy 210, Conflict of Interest – School Board Member
  - c. Policy 402, Disability Non-Discrimination Policy

**E. OPERATIONAL ITEMS**

1. Approval of Preliminary 2017-18 Budget
2. Action on Probationary Teacher Non-Renewals
3. Action on Meal Price Changes for 2017-18
4. Action on Property and Casualty Insurance for 2017-18
5. Action to Direct the Administration to Develop a Proposal for a Renewal of the Referendum Levy
6. Action on Acceptance of Sauer Family Foundation Grant for Willow Lane Elementary

7. Action on School Board Policies:
  - a) Policy 214, Out of State Travel by School Board Members
  - b) Policy 504, Student Dress and Appearance
  - c) Policy 620, Credit for Learning
  - d) Policy 903, Visitors

**F. BOARD FORUM**

**G. ADJOURNMENT**

# **A. PROCEDURAL ITEMS**

AGENDA ITEM: **Consent Agenda**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Action Items**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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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-5a through A-5f, be approved as written, and a copy of the agenda items is attached to the minutes.

AGENDA ITEM: **School Board Minutes**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Action Item**  
CONTACT PERSON(S): **Ellen Fahey, School Board Clerk**

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**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, May 8, 2017 at 7:00 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEMS**

1. Chair Newberg called the meeting to order at 7:13 p.m.
2. Roll Call - Present: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball
3. Pledge of Allegiance
4. Wilson moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Chapman moved and Mullin seconded to the consent agenda consisting of:
  - Approval of Minutes of April 10 regular meeting and April 27 work-study session;
  - 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;
  - Approve the field trips; and
  - Passage of resolutions to approve personnel issues to include:
    - **Resignations/Termination – Classified Staff**
      - Cepeda Bennett – Custodian, Normandy & Sunrise Park Middle School  
Employed by District 624 since 01/17/2017  
Effective Date: 05/03/2017
      - Libby Beytien-Carlson – Instructional Assistant, Matoska International  
Employed by District 624 since 10/03/2016  
Effective Date: 05/05/2017
      - Monalee Garrett-Jones – Part Time Cook, Birch Lake Elementary  
Employed by District 624 since 11/19/2017  
Effective Date: 06/08/2017
      - Denae Krause – Program Assistant Leader, Otter Lake Elementary  
Employed by District 624 since 01/04/2016  
Effective Date: 05/04/2017
      - Bridget Pack – Bus Aide, Bus Garage  
Employed by District 624 since 09/07/2015  
Effective Date: 04/19/2017
      - John See – Bus Driver, Bus Garage  
Employed by District 624 since 09/02/2015  
Effective Date: 04/18/2017
      - Anisha Solomon – Pupil Support Assistant, Otter Lake Elementary  
Employed by District 624 since 09/06/2016  
Effective Date: 06/08/2017
      - Linda Triplett – Program Assistant Leader, Otter Lake Elementary  
Employed by District 624 since 09/19/2016  
Effective Date: 06/08/2017
    - **Resignations/Termination – Non-Affiliated Staff**
      - Ami Wazlawik – Activity Leader, Lakeaires Elementary

Employed by District 624 since 04/16/2015

Effective Date: 06/08/2017

➤ **Resignations/Termination – Certified Staff**

Laurel Hay – Special Education Teacher, Otter Lake Elementary

Employed by District 624 since 08/22/2016

Effective Date: 06/09/2017

Sarah Kolman-Keen – Special Education Teacher, Vadnais Heights Elementary

Employed by District 624 since 08/22/2016

Effective Date: 06/09/2017

Brenda Rossow – Intervention Teacher, Willow Lane Elementary

Employed by District 624 since 08/24/2015

Effective Date: 06/30/2017

Diane Sleeman – Special Education Teacher, Vadnais Heights Elementary

Employed by District 624 since 08/22/2016

Effective Date: 06/09/2017

➤ **Retirement – Classified Staff**

David Anderson – Custodian, Hugo Elementary

Employed by District 624 since 02/09/2004

Effective Date: 06/16/2017

Mark Arnsdorff – Assistant Head Custodian, Birch Lake Elementary

Employed by District 624 since 09/09/1981

Effective Date: 06/29/2017

Douglas Shephard – Lion Mobile Driver, Senior Center

Employed by District 624 since 08/01/2000

Effective Date: 03/31/2017

➤ **Retirement – Certified Staff**

Timothy Mcgraw – Business Education Teacher, Area Learning Center

Employed by District 624 since 08/24/1998

Effective Date: 06/09/2017

Paul Meuwissen – Industrial Technology Teacher, Sunrise Park Middle School

Employed by District 624 since 08/21/1986

Effective Date: 06/09/2017

➤ **Part Time Leave Request – Certified Staff**

Cara Cardoso – School Psychologist, Hugo Elementary

Leave .4 (Position .6)

Effective Date: 2017/2018 School Year

➤ **Full Time Leave Request – Classified Staff**

Joanne Toto – Pupil Support Assistant, Matoska Elementary

Employed by District 624 since 09/03/2013

Effective Date: 03/06/2017 through 04/12/2017

➤ **Full Time Leave Request – Certified Staff**

Sarah Atkins – Science Teacher, WBLAHS – South Campus

Employed by District 624 since 08/20/2014

Effective Date: 04/21/2017 through 06/09/2017

Jennifer Gere – Music Teacher, Sunrise Park Middle School

Employed by District 624 since 08/24/2011

Effective Date: 04/17/2017 through 06/09/2017

**Kristina Kuehn** – Music Teacher, Central Middle School

Employed by District 624 since 08/24/2011

Effective Date: 03/06/2017 through 06/02/2017

**Shelly Lustig** – Special Education Teacher, WBLAHS – South Campus

Employed by District 624 since 08/26/2004

Effective Date: 002/20/2017 through 05/19/2017

**Mary Manders** – School Psychologist, Matoska International

Employed by District 624 since 08/24/2015

Effective Date: 04/19/2017 through 06/09/2017

**Sara Martin** – Language Arts Teacher, WBLAHS – South Campus

Employed by District 624 since 08/22/2012

Effective Date: 2017/2018 School Year

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

**Brandon Bernier** – Custodian, WBLAHS – North Campus

\$17.46/hr. + \$.25 Shift, 8 hrs./ 55 days \$7,792.39

Effective Date: 04/17/2017

**Kellie Montpetit** – Nurse Paraprofessional, To Be Determined

\$18.52/hr., 6.5 hrs./ 179 days \$21,548.00

Effective Date: 2017/2018 School Year

**Christopher Olson** – Custodian, Central Middle School & Transition

\$17.46/hr. + \$.25 Shift, 5.5 hrs./ 45 days \$4,383.21

Effective Date: 05/01/2017

**Erin Welter** – Pupil Support Assistant, Vadnais Heights Elementary

\$18.00/hr., 6.5 hrs./ 43 days \$5,031.00

Effective Date: 04/10/2017

➤ **New Personnel – Certified Staff**

**Emily Ascheman** – Kindergarten Teacher, Otter Lake Elementary

BA, Step 3, \$43,026.00

Effective Date: 2017/2018 School Year

**Michael Bickel** – .8 fte Social Studies Teacher, Sunrise Middle School

BA, Step 1, \$33,140.00

Effective Date: 2017/2018 School Year

**Ryan Bristol** – School Psychologist, Hugo Elementary and WBLAHS North Campus

MA+45, Step 4, \$53,252.00

Effective Date: 2017/2018 School Year

**Cheryl Hagen** – Special Education Teacher, Oneka Elementary

Ma+30, Step 13, \$76,266.00

Effective Date: 2017/2018 School Year

**Erika Jagiella** – Special Education Teacher, Otter Lake Elementary

MA, Step 5, \$51,905.00

Effective Date: 2017/2018 School Year

**JONATHAN LUKNIC** –Elementary Principal, Birch Lake Elementary

Principals' Association, Step 4, \$125,040.00

Effective Date: 07/01/2017

**KURT KIRSCHLING** – Special Education Teacher, Central Middle School and Vadnais Elementary

MA+45, Step 13, \$77,913.00

Effective Date: 2017/2018 School Year

**Grace Kelly** – Special Education Teacher, Normandy Park  
MA, Step 4, \$50,152.00

Effective Date: 2017/2018 School Year

**John Nachtsheim** – Social Worker, To Be Determined

MA, Step 13, \$72,985.00

Effective Date: 08/22/2017

**Michelle Padden** – Special Services Teacher, Central Middle School

MA+30, Step 7, \$58,017.00

Effective Date: 2017/2018 School Year

**Christina Rosemeyer** – .6 FTE FACS Teacher, Central Middle

School and WBLAHS – North

BA, Step 1, \$24,855.00

Effective Date: 2017/2018 School Year

**Theresa Stender** – Special Education Teacher, Otter Lake Elementary

MA, Step 5, \$51,905.00

Effective Date: 2017/2018 School Year

**Philip Sundblad** – Technology Education Teacher, Sunrise Park Middle  
School

MA+60, Step 13, \$82,240.00

Effective Date: 08/22/2017

**David Thomas** – 1.1 FTE Special Education Teacher & Student Plans

Coord., Vadnais and District

MA+60, Step 12, \$84,349.00

Effective Date: 2017/2018 School Year

➤ **Change In Contract - Classified Staff**

**Ray Flint II** – From Part-Time Custodian, Central Middle School and TEC  
To Full-Time Custodian, WBLAHS – South Campus

Effective Date: 05/01/2017

➤ **Temporary Change In Contract - Certified Staff**

**Beverly Musser** – Occupational Therapist, Various Buildings

From .8 FTE To .9 FTE

Effective Date: 05/01/2017 through 06/09/2017

➤ **Long Term Substitute - Certified Staff**

**Jake Harren** – Grade 5 Teacher, Otter Lake Elementary

BA, Step 1, \$11,530.67

Effective Date: 03/28/17 through 06/09/2017

**Claire Nalven** – Band Teacher, Central Middle School

BA, Step 1, \$8,541.23

Effective Date: 04/17/17 through 06/09/2017

**Nichol Zimmerman** – Grade 4 Teacher, Oneka Elementary

BA, Step 1, \$7,473.58

Effective Date: 04/24/17 through 06/09/2017

***Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball;  
nays - none. Motion carried.***

**B. PUBLIC FORUM** - No one spoke.

### **C. INFORMATION ITEMS**

1. Recognize Student Liaisons to the School Board - Janet Newberg, School Board Chair, spoke on behalf of the school board to commend and recognize Bryana Sherrick and Hakeem Martins for their outstanding contribution as the 2016-17 Student Representatives.
2. Student-Led Service Projects During 2016-17 - Students from elementary, middle, and high school presented a summary of the wide variety of student service projects completed during the school year. The presentation is on the district website.
3. Highlights of Middle School “Week Without Walls” Trip - Two middle school students and teachers Beth Mustar, Dave Lamwers and Lindsay Lamwers presented on the Sunrise and Central spring break trip to Costa Rica.
4. Superintendent Report - Students who received honors in State Speech Competition, H2O for Life contest, state-level art, national-level 916 programs, state-level middle school choir, and state-level History Day were honored before the meeting. Graduation events are taking place throughout the district. Nicholas Marty, Lincoln Elementary, was selected as the teacher of the year. School Board candidate filing period is May 16-30.
5. Student Report - Thank you to the Junior Class Committee for organizing a successful prom with over 700 students attending. In the last week of the school year, Seniors will visit the elementary school they attended in their cap and gown. The Mariners Choir Show is May 12-13 at South Campus. The Spring Play is May 19-21 at North Campus. Students are taking AP tests.

### **D. DISCUSSION ITEMS**

1. Update on High School Programs - Assistant Superintendent for Teaching and Learning Sara Paul and Teaching and Learning Coordinator Jill Pearson presented an update on the Career Pathways Programs including Manufacturing, Information Technology, Construction, Healthcare, and a range of 916 Career & Technical Center courses. The presentation is on the district website
2. School Board Policies:
  - a) Policy 214, Out of State Travel by School Board Members
  - b) Policy 504, Student Dress and Appearance
  - c) Policy 620, Credit for Learning
  - d) Policy 903, VisitorsKimball, member of Policy committee gave a brief description of the changes in each policy.  
School Board Policies 214, 504, 620, and 903 will be on the June 12 Board agenda for action.

## **E. OPERATIONAL ITEMS**

1. Chapman moved and Newmaster seconded to approve the resolution (attached) to combine the three polling places in the Lino Lakes area for the School Board primary election.  
**Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays - none. Motion carried.**
2. Wilson moved and Mullin seconded to accept the quote of \$579,684 from Dakota Truck Underwriters for workers compensation insurance effective July 1, 2017 through June 30, 2018.  
**Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays - none. Motion carried.**
3. Mullin moved and Chapman seconded to approve the resolution (attached) to transfer the Lionmobile bus to NEWTRAX.  
**Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays - none. Motion carried.**
4. Wilson moved and Mullin seconded to accept the E3 Grants from the White Bear Lake Area Educational Foundation in the amount of \$11,390,  
**Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays - none. Motion carried.**
5. Kimball moved and Newberg seconded to approve the Action on Probationary Teacher Non-Renewals as recommended. (Resolutions attached.)  
**Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays - none. Motion carried.**
6. Fahey moved and Wilson seconded to approve the EMID Joint Powers Agreement starting July 1, 2017. (Joint Powers Agreement Attached)  
**Roll call vote: ayes: Mullin, Newberg, Newmaster, Wilson, Chapman, Fahey, Kimball; nays - none. Motion carried.**
7. Action on School Board Policies:
  - a) Policy 501, School Weapons
  - b) Policy 707, Transportation of Public School Students
  - c) Policy 709, Student Transportation Safety Policy
  - d) Policy 710, Extracurricular Transportation
  - e) Policy 904, Distribution of Materials on School District Property For Nonschool Persons
  - f) Policy 904 Addendum A
  - g) Policy 904 Addendum BNewmaster moved and Wilson seconded to approve policies 501, 707, 709, 710, and 904 as recommended by the Policy Committee and Cabinet.  
**Voice vote: all ayes; nays - none. Motion carried.**

- F. BOARD FORUM** - Kimball acknowledged retiring employees and thanked all staff for their service. He wished staff and students well for the final part of the school year.
- G. ADJOURNMENT**  
Wilson moved and Newberg seconded to adjourn the meeting at 9:05 p.m. ***Voice vote: all ayes. Motion carried.***

Submitted by: Ellen Fahey, clerk

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

A work study session of the White Bear Lake Area School Board was held on **Monday, May 22, 2017** at 5:31 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**A. PROCEDURAL ITEMS**

1. Call to order - Newberg called the meeting to order at 5:31 p.m.  
Roll Call - Present : Chapman, Fahey, Mullin, Newberg, Newmaster, Wilson  
Absent: Kimball  
Student Representative: Hakeem Martins, Bryana Sherrick  
Ex-officio: Lovett  
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Maurer, Paul, Vette

**B. DISCUSSION ITEMS**

1. Presentation by Student Representatives - Hakeem Martins and Bryana Sherrick presented the results and findings of the Student Climate Survey they administered to high school students at North, South and the ALC. The main purpose of the survey was to better understand how the high school students interpret the culture of diversity at their school.
2. School Board/Superintendent Goals and Strategic Plan Priorities 2016-17
  - a. Partnership Update - The District's legal representative Mr. Mick Waldspurger presented information on the parameters for District partnerships.
  - b. Presentation on Referendum Survey Results - Dr. Kelly Smith from Springsted, Inc. presented the survey results related to the upcoming operating levy renewal that was completed on behalf of the District. The presentation is on the district website.
  - c. Budget Update - Assistant Superintendent for Finance and Operations Wayne Kazmierczak and Controller Mary Vaske presented the draft preliminary budget for fiscal year 2018 and projected budgets for fiscal years 2019 through 2021. The presentation is on the website.

**C. ADJOURNMENT** - Wilson moved and Newberg seconded to adjourn at 7:51 p.m.

Submitted by: Ellen Fahey, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Action Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Assistant Superintendent of**  
**Finance and Operations**  
**Mary Vaske, Controller**

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**BACKGROUND:**

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

**RECOMMENDATION:**

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

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

|                              | <u>5/15/2017</u> | <u>5/31/2017</u> |
|------------------------------|------------------|------------------|
| Direct Deposit 486106-487586 | 1,740,168.22     |                  |
| Direct Deposit 487587-489088 |                  | 1,783,696.28     |

| Check Nbr | Vendor Name                | Check Date | Check Amount |
|-----------|----------------------------|------------|--------------|
| 161701062 | ACCIARI, NICOLE E          | 05/09/2017 | 139.56       |
| 161701063 | ALBIN, BRETT E             | 05/09/2017 | 71.16        |
| 161701064 | AMON, LYNN M               | 05/09/2017 | 10.65        |
| 161701065 | AMUNDSON-MUSICH, HEATHER A | 05/09/2017 | 28.50        |
| 161701066 | ANDERSON, JON C            | 05/09/2017 | 61.05        |
| 161701067 | ANDERSON, MELISSA KAY      | 05/09/2017 | 92.29        |
| 161701068 | BANICK, AMANDA K           | 05/09/2017 | 93.16        |
| 161701069 | BARTLETT, RYAN R           | 05/09/2017 | 48.15        |
| 161701070 | BEGE, JEFFREY T            | 05/09/2017 | 125.19       |
| 161701071 | BENSEN, KATHERINE K        | 05/09/2017 | 23.94        |
| 161701072 | BERNDT, MICHELE R          | 05/09/2017 | 68.65        |
| 161701073 | BRADLEY, LYDIA             | 05/09/2017 | 68.69        |
| 161701074 | BREMER, JACLYN ANN         | 05/09/2017 | 118.47       |
| 161701075 | BROWN, BROOKE L            | 05/09/2017 | 40.66        |
| 161701076 | BURMEISTER, JANE M         | 05/09/2017 | 290.61       |
| 161701077 | CANNIFF, AMY E             | 05/09/2017 | 550.64       |
| 161701078 | CEBULLA, MICHELLE          | 05/09/2017 | 406.98       |
| 161701079 | DURAND, JENNIFER A         | 05/09/2017 | 196.08       |
| 161701080 | DYMIT, MARIE S             | 05/09/2017 | 77.04        |
| 161701081 | EGEMO, PATRICIA ANN        | 05/09/2017 | 40.92        |
| 161701082 | ENGSTRAN, PAUL A           | 05/09/2017 | 40.00        |
| 161701083 | FINK, AVIS A               | 05/09/2017 | 200.64       |
| 161701084 | FLINT II, RAY W            | 05/09/2017 | 36.11        |
| 161701085 | GARCIA ANDERSON, ODELIS M  | 05/09/2017 | 155.25       |
| 161701086 | GARGARO, LAURA ANN         | 05/09/2017 | 150.11       |
| 161701087 | HANNIGAN, TAMMIE LYN       | 05/09/2017 | 89.25        |
| 161701088 | HAWKINSON, STEVEN A        | 05/09/2017 | 556.61       |
| 161701089 | HEIER, GABRIELLE G         | 05/09/2017 | 79.00        |
| 161701090 | HILLESTAD, SHARON J        | 05/09/2017 | 45.64        |
| 161701091 | HUMPHREY, KELLY J          | 05/09/2017 | 125.00       |
| 161701092 | HUNT, JACOB D              | 05/09/2017 | 29.74        |
| 161701093 | IVEY, JEFFREY D            | 05/09/2017 | 116.08       |
| 161701094 | JENDERNY, JILL MP          | 05/09/2017 | 19.99        |
| 161701095 | KENTFIELD, KELLY S         | 05/09/2017 | 55.37        |
| 161701096 | KORNBAUM, ALLEKS P         | 05/09/2017 | 25.14        |
| 161701097 | KRAMLINGER, TRACEY A       | 05/09/2017 | 38.65        |
| 161701098 | KUBOW, MONICA A            | 05/09/2017 | 69.55        |
| 161701099 | KUEMMEL, JANEEN ELIZABETH  | 05/09/2017 | 31.04        |
| 161701100 | LANGSDALE, MATTHEW J       | 05/09/2017 | 169.00       |
| 161701101 | LARSON, TIMOTHY J          | 05/09/2017 | 340.74       |
| 161701102 | LAU, LAI F                 | 05/09/2017 | 714.11       |
| 161701103 | LEONARD, BRIAN J           | 05/09/2017 | 399.00       |
| 161701104 | MARSH, KATHERINE M         | 05/09/2017 | 89.92        |
| 161701105 | MCGARTHWAITE, MICHAEL R    | 05/09/2017 | 50.29        |
| 161701106 | MERSCH, NICOLE ANN         | 05/09/2017 | 36.00        |
| 161701107 | NASVIK, CRAIG S            | 05/09/2017 | 74.40        |
| 161701108 | NEUBECK, DAVID M           | 05/09/2017 | 10.00        |
| 161701109 | NODGAARD, TRUDY A          | 05/09/2017 | 85.69        |
| 161701110 | OLSON, ELIZABETH M         | 05/09/2017 | 71.00        |
| 161701111 | OTTAVIANI, AMY M           | 05/09/2017 | 397.78       |

| Check Nbr | Vendor Name             | Check Date              | Check Amount |
|-----------|-------------------------|-------------------------|--------------|
| 161701112 | PETERSON, BETSY J       | 05/09/2017              | 35.95        |
| 161701113 | PETERSEN, JILL M        | 05/09/2017              | 311.00       |
| 161701114 | PIERRE, CHRISTINA K     | 05/09/2017              | 373.29       |
| 161701115 | PINNOW, PAIGE E         | 05/09/2017              | 359.32       |
| 161701116 | POKORNY, MARY J         | 05/09/2017              | 1,310.09     |
| 161701117 | POLLARD, AIMIE N        | 05/09/2017              | 64.20        |
| 161701118 | PONTIOUS, JODY L        | 05/09/2017              | 195.00       |
| 161701119 | RATLIFF, GERALD         | 05/09/2017              | 29.96        |
| 161701120 | RIEBOW, MATTHEW R       | 05/09/2017              | 195.00       |
| 161701121 | ROESER, DANIEL WILLIAM  | 05/09/2017              | 403.64       |
| 161701122 | ROSSOW, BRENDA L        | 05/09/2017              | 379.00       |
| 161701123 | RYAN, CANDACE MAY       | 05/09/2017              | 45.74        |
| 161701124 | SAMUELSON, RICHARD T    | 05/09/2017              | 60.00        |
| 161701125 | SKUPA, NANCY A          | 05/09/2017              | 63.00        |
| 161701126 | TATE, JO E              | 05/09/2017              | 75.00        |
| 161701127 | THEISSEN, ALLISON MARIE | 05/09/2017              | 245.00       |
| 161701128 | VAIL, ANNE B            | 05/09/2017              | 260.00       |
| 161701129 | Vendor Continued Check  | 05/09/2017              | 0.00         |
| 161701130 | WATTERS, LAURA J        | 05/09/2017              | 1,097.74     |
| 161701131 | WILLEY, JEFFERY S       | 05/09/2017              | 77.83        |
| 161701132 | ZAKRZEWSKI, JACLYN V    | 05/09/2017              | 62.59        |
| 161701133 | ZELENY, LYNN            | 05/09/2017              | 37.95        |
| 72        | ACH                     | Check(s) For a Total of | 12,534.79    |

|           |    |                                          |                       |           |
|-----------|----|------------------------------------------|-----------------------|-----------|
|           | 0  | Manual                                   | Checks For a Total of | 0.00      |
|           | 0  | Wire Transfer                            | Checks For a Total of | 0.00      |
|           | 72 | ACH                                      | Checks For a Total of | 12,534.79 |
|           | 0  | Computer                                 | Checks For a Total of | 0.00      |
| Total For | 72 | Manual, Wire Tran, ACH & Computer Checks |                       | 12,534.79 |
| Less      | 0  | Voided                                   | Checks For a Total of | 0.00      |
|           |    | Net Amount                               |                       | 12,534.79 |

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| 85113     | VOID                           | 05/11/2017 | VOID         |
| 85114     | A-1 HYDRAULIC SALES & SERVICE  | 05/11/2017 | 45.08        |
| 85115     | AARP DRIVER SAFETY PROGRAM     | 05/11/2017 | 450.00       |
| 85116     | AARP DRIVER SAFETY PROGRAM     | 05/11/2017 | 560.00       |
| 85117     | AC SUPPLY CO                   | 05/11/2017 | 2,827.58     |
| 85118     | ACCLAIM SERVICES INC           | 05/11/2017 | 10,018.70    |
| 85119     | ACP DIRECT                     | 05/11/2017 | 69.45        |
| 85120     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85121     | AGROPUR INC                    | 05/11/2017 | 18,660.31    |
| 85122     | ALEXANDRIA AREA HIGH SCHOOL    | 05/11/2017 | 200.00       |
| 85123     | AMAZON                         | 05/11/2017 | 644.30       |
| 85124     | AMAZON                         | 05/11/2017 | 551.12       |
| 85125     | AMERICAN CANCER SOCIETY        | 05/11/2017 | 253.25       |
| 85126     | AMERICAN MESSAGING             | 05/11/2017 | 35.98        |
| 85127     | AMERIPRISE FINANCIAL SERVICES  | 05/11/2017 | 12,777.31    |
| 85128     | AMERIPRIDE SERVICES            | 05/11/2017 | 851.75       |
| 85129     | ANDERSON, LINDA M              | 05/11/2017 | 21.00        |
| 85130     | ANDERSON, PETER M              | 05/11/2017 | 59.00        |
| 85131     | APPLE VALLEY HS ULTIMATE       | 05/11/2017 | 825.00       |
| 85132     | ARCH LANGUAGE NETWORK          | 05/11/2017 | 997.50       |
| 85133     | ASHLAND PRODUCTIONS INC        | 05/11/2017 | 500.00       |
| 85134     | ASL INTERPRETING SERVICES      | 05/11/2017 | 360.00       |
| 85135     | ASTLEFORD INTERNATIONAL TRUCKS | 05/11/2017 | 22.86        |
| 85136     | AUDUBON CENTER OF THE NORTH WO | 05/11/2017 | 2,325.00     |
| 85137     | AVENUE SHIRT WORKS             | 05/11/2017 | 520.00       |
| 85138     | B & H PHOTO-VIDEO              | 05/11/2017 | 724.52       |
| 85139     | BAKER, JEFFREY                 | 05/11/2017 | 69.00        |
| 85140     | BALDINGER, WENDY ROSE          | 05/11/2017 | 255.00       |
| 85141     | BARRIER GROUP LLC              | 05/11/2017 | 6,000.00     |
| 85142     | BARTHOLD                       | 05/11/2017 | 1,925.11     |
| 85143     | BATTERIES PLUS BULBS           | 05/11/2017 | 288.35       |
| 85144     | BEAR PATCH QUILTING CO         | 05/11/2017 | 102.97       |
| 85145     | BENDER, CARMEN                 | 05/11/2017 | 200.00       |
| 85146     | BERRY BLENDZ - EDEN PRAIRIE    | 05/11/2017 | 225.00       |
| 85147     | BIG BELL ICE CREAM CO          | 05/11/2017 | 25.00        |
| 85148     | BLAINE HIGH SCHOOL             | 05/11/2017 | 110.00       |
| 85149     | BLICK ART MATERIALS            | 05/11/2017 | 458.19       |
| 85150     | BLUE TARP FINANCIAL INC        | 05/11/2017 | 102.05       |
| 85151     | BOYER TRUCKS                   | 05/11/2017 | 15.84        |
| 85152     | BRAINERD HIGH SCHOOL           | 05/11/2017 | 250.00       |
| 85153     | BRAINPOP LLC                   | 05/11/2017 | 300.00       |
| 85154     | BREAKDOWN SPORTS USA           | 05/11/2017 | 465.00       |
| 85155     | BSN SPORTS                     | 05/11/2017 | 1,785.41     |
| 85156     | THE BUG COMPANY                | 05/11/2017 | 16.00        |
| 85157     | CALLOWAY HOUSE                 | 05/11/2017 | 32.94        |
| 85158     | CAPEDER, BETTY                 | 05/11/2017 | 625.00       |
| 85159     | CARLETON COLLEGE               | 05/11/2017 | 1,475.00     |
| 85160     | CARLEX INC                     | 05/11/2017 | 441.76       |
| 85161     | CARLSTROM, DICK                | 05/11/2017 | 5,900.00     |
| 85162     | CARR, CHRIS                    | 05/11/2017 | 131.00       |
| 85163     | CDW GOVERNMENT INC             | 05/11/2017 | 1,584.66     |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85164     | CESSNA, KASMYNN JEAN           | 05/11/2017 | 124.22       |
| 85165     | CHARTRAND, LINDA M             | 05/11/2017 | 30.00        |
| 85166     | THE CHILDREN'S THEATRE COMPANY | 05/11/2017 | 1,925.00     |
| 85167     | CINTAS CORP #470               | 05/11/2017 | 253.32       |
| 85168     | CITI-CARGO & STORAGE CO INC    | 05/11/2017 | 85.00        |
| 85169     | COMO PARK ZOO AND CONSERVATORY | 05/11/2017 | 300.00       |
| 85170     | CONNEY SAFETY                  | 05/11/2017 | 945.39       |
| 85171     | CONSTRUCTION RESULTS CORP      | 05/11/2017 | 20,279.02    |
| 85172     | CONTINENTAL RESEARCH CORP      | 05/11/2017 | 1,335.30     |
| 85173     | COOPS SPORTSWEAR               | 05/11/2017 | 565.00       |
| 85174     | COUNTRY VIDEO BARN             | 05/11/2017 | 709.32       |
| 85175     | CRADDOCK, ANDREW M             | 05/11/2017 | 154.00       |
| 85176     | CROWN GLOBAL CONSULTING LLC    | 05/11/2017 | 1,950.00     |
| 85177     | CTB INC                        | 05/11/2017 | 2,529.00     |
| 85178     | CUMMINS NPOWER LLC             | 05/11/2017 | 1,803.13     |
| 85179     | CUSTOM INK LLC                 | 05/11/2017 | 406.87       |
| 85180     | CUSTOM IMAGE                   | 05/11/2017 | 786.50       |
| 85181     | DALCO CORPORATION              | 05/11/2017 | 26,365.47    |
| 85182     | DELEGARD TOOL OF TEXAS INC     | 05/11/2017 | 347.87       |
| 85183     | DEMCO INC                      | 05/11/2017 | 74.33        |
| 85184     | DESIGNER SIGN SYSTEMS INC      | 05/11/2017 | 112.54       |
| 85185     | DEY DISTRIBUTING               | 05/11/2017 | 55.40        |
| 85186     | DISCOUNT SCHOOL SUPPLY         | 05/11/2017 | 374.08       |
| 85187     | DIVERSIFIED SNACK DISTRIBUTION | 05/11/2017 | 1,056.28     |
| 85188     | DIVISION FOR EARLY CHILDHOOD   | 05/11/2017 | 31.00        |
| 85189     | DOMINOS PIZZA                  | 05/11/2017 | 264.31       |
| 85190     | DONATELLI'S                    | 05/11/2017 | 3,302.02     |
| 85191     | DONOVAN, WILLIAM J             | 05/11/2017 | 131.00       |
| 85192     | DOOR SERVICE COMPANY           | 05/11/2017 | 14,368.00    |
| 85193     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85194     | DEFINITIVE TECHNOLOGY SOLUTION | 05/11/2017 | 11,213.33    |
| 85195     | DUBOIS, RICHARD                | 05/11/2017 | 131.00       |
| 85196     | EARTHS BIRTHDAY PROJECT INC    | 05/11/2017 | 88.50        |
| 85197     | ECKROTH MUSIC                  | 05/11/2017 | 234.53       |
| 85198     | EESCO UNITED ELECTRIC          | 05/11/2017 | 78.37        |
| 85199     | EHLERS                         | 05/11/2017 | 4,165.00     |
| 85200     | EDUC PUBLISHING SERVICE        | 05/11/2017 | 329.80       |
| 85201     | ETA HAND2MIND                  | 05/11/2017 | 552.22       |
| 85202     | EVERLAST CLIMBING INDUSTRIES   | 05/11/2017 | 7,825.00     |
| 85203     | F&N OPERATIONS LLC             | 05/11/2017 | 514.00       |
| 85204     | FAISON, JOHN                   | 05/11/2017 | 77.00        |
| 85205     | FARMINGTON HIGH SCHOOL         | 05/11/2017 | 180.00       |
| 85206     | FASTENAL COMPANY               | 05/11/2017 | 60.32        |
| 85207     | FERRERI, LOUIS                 | 05/11/2017 | 300.00       |
| 85208     | FIRST STUDENT INC              | 05/11/2017 | 265,077.64   |
| 85209     | FLANAGAN, HOPE LYNN            | 05/11/2017 | 200.00       |
| 85210     | FLIGHT DECK ATHLETICS INC      | 05/11/2017 | 317.80       |
| 85211     | FLINN SCIENTIFIC INC           | 05/11/2017 | 8,623.29     |
| 85212     | FNS METRIX                     | 05/11/2017 | 516.00       |
| 85213     | FOREST LAKE HIGH SCHOOL        | 05/11/2017 | 125.00       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85214     | FRANCONIA SCULPTURE PARK       | 05/11/2017 | 231.00       |
| 85215     | FRATTALONES HARDWARE STORES    | 05/11/2017 | 591.59       |
| 85216     | FUSCO, HENRY JOHN              | 05/11/2017 | 8.00         |
| 85217     | GALLAGHERS NORTHWESTERN TIRE C | 05/11/2017 | 205.00       |
| 85218     | GAYLA INDUSTRIES INC           | 05/11/2017 | 48.60        |
| 85219     | GEM LAKE HILLS LLC             | 05/11/2017 | 84.00        |
| 85220     | GENERAL PARTS LLC              | 05/11/2017 | 225.75       |
| 85221     | GERTENS                        | 05/11/2017 | 809.25       |
| 85222     | GETTY, JOSEPH P                | 05/11/2017 | 1,500.00     |
| 85223     | GOLDCOM INC                    | 05/11/2017 | 774.15       |
| 85224     | GOPHER                         | 05/11/2017 | 1,749.15     |
| 85225     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85226     | GRAINGER                       | 05/11/2017 | 1,504.82     |
| 85227     | GRANDMA'S BAKERY INC           | 05/11/2017 | 177.41       |
| 85228     | GREAT AMER OPPORTUNITIES INC   | 05/11/2017 | 2,220.00     |
| 85229     | GREAT RIVER OFFICE PRODUCTS    | 05/11/2017 | 514.04       |
| 85230     | GREATER TWIN CITIES UNITED WAY | 05/11/2017 | 145.00       |
| 85231     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85232     | GROTH MUSIC CO                 | 05/11/2017 | 513.38       |
| 85233     | HALLBERG ENGINEERING INC       | 05/11/2017 | 4,800.00     |
| 85234     | HAMLIN UNIVERSITY              | 05/11/2017 | 1,485.00     |
| 85235     | HANGSAFE HOOKS                 | 05/11/2017 | 288.55       |
| 85236     | HARA, RICHARD S                | 05/11/2017 | 155.00       |
| 85237     | HEALTHPARTNERS                 | 05/11/2017 | 226,684.64   |
| 85238     | HEINEMANN                      | 05/11/2017 | 1,223.20     |
| 85239     | HENRY SIBLEY HIGH SCHOOL       | 05/11/2017 | 250.00       |
| 85240     | HERITAGE FOOD SERVICE GROUP    | 05/11/2017 | 1,192.38     |
| 85241     | HISDAHL INC                    | 05/11/2017 | 626.71       |
| 85242     | HOGLUND BUS AND TRUCK CO       | 05/11/2017 | 12,377.11    |
| 85243     | HOLCOMB, BRADLEY P             | 05/11/2017 | 77.00        |
| 85244     | HOPKINS HIGH SCHOOL            | 05/11/2017 | 200.00       |
| 85245     | HUERTH, MICHAEL                | 05/11/2017 | 1,845.60     |
| 85246     | HUMANEX VENTURES               | 05/11/2017 | 5,800.00     |
| 85247     | IDENTITYSTORES                 | 05/11/2017 | 37.00        |
| 85248     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85249     | Vendor Continued Check         | 05/11/2017 | 0.00         |
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| 85251     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85252     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85253     | IFD                            | 05/11/2017 | 137,007.10   |
| 85254     | INDUSTRIAL ARTS SUPPLY         | 05/11/2017 | 465.20       |
| 85255     | INNOVATIVE OFFICE SOLUTIONS    | 05/11/2017 | 290.37       |
| 85256     | INTEGRA TELECOM                | 05/11/2017 | 319.02       |
| 85257     | INTEGRA                        | 05/11/2017 | 6,466.07     |
| 85258     | INTELLIGERE INC                | 05/11/2017 | 562.50       |
| 85259     | IRONDALE HIGH SCHOOL           | 05/11/2017 | 285.00       |
| 85260     | IUOE LOCAL 70                  | 05/11/2017 | 2,713.50     |
| 85261     | J & R SCHOOL SUPPLIES          | 05/11/2017 | 50.00        |
| 85262     | JAYTECH INC                    | 05/11/2017 | 266.77       |
| 85263     | JIMMY JOHNS #869               | 05/11/2017 | 237.37       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85264     | JOSEPHS, ANGELA MARIE          | 05/11/2017 | 3.99         |
| 85265     | JUNDT, JOHN                    | 05/11/2017 | 231.00       |
| 85266     | JUNIOR ACHIEVEMENT OF THE UPPE | 05/11/2017 | 1,050.00     |
| 85267     | KATH FUEL OIL SERVICE CO       | 05/11/2017 | 16,113.32    |
| 85268     | KAUFMAN, MICHAEL               | 05/11/2017 | 154.00       |
| 85269     | KIIHN, ROB                     | 05/11/2017 | 77.00        |
| 85270     | KIMBALL MIDWEST                | 05/11/2017 | 148.95       |
| 85271     | KONICA MINOLTA PREMIER FINANCE | 05/11/2017 | 5,252.42     |
| 85272     | KOONTZ, BRANDON                | 05/11/2017 | 131.00       |
| 85273     | KOOP, KAY                      | 05/11/2017 | 36.00        |
| 85274     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85275     | KRAFT CONTRACTING & MECHANICAL | 05/11/2017 | 8,834.69     |
| 85276     | KULLY SUPPLY COMPANY           | 05/11/2017 | 100.96       |
| 85277     | LACROSSE UNLIMITED             | 05/11/2017 | 740.00       |
| 85278     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85279     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85280     | LAKESHORE LEARNING MATERIALS   | 05/11/2017 | 2,377.59     |
| 85281     | LAKEVIEW ELECTRICAL SERVICES   | 05/11/2017 | 525.00       |
| 85282     | LAKEVILLE NORTH HIGH SCHOOL    | 05/11/2017 | 120.00       |
| 85283     | LAKEVILLE SOUTH HIGH SCHOOL    | 05/11/2017 | 160.00       |
| 85284     | LAWRENCE SIGN                  | 05/11/2017 | 1,030.00     |
| 85285     | LEARNING OPPORTUNITIES INC     | 05/11/2017 | 457.00       |
| 85286     | LEIBEL, JEANNE LEE             | 05/11/2017 | 74.05        |
| 85287     | LIBRARY STORE INC              | 05/11/2017 | 200.92       |
| 85288     | LOEHLEIN, SEANNA               | 05/11/2017 | 23.15        |
| 85289     | LOGOS SCHOOL                   | 05/11/2017 | 750.00       |
| 85290     | LOPEZ, JOLENE M                | 05/11/2017 | 100.00       |
| 85291     | L T G POWER EQUIPMENT          | 05/11/2017 | 17.51        |
| 85292     | LUADTKE, NATALIE ANN           | 05/11/2017 | 20.00        |
| 85293     | MAAP STARS                     | 05/11/2017 | 640.00       |
| 85294     | MACKIN EDUCATIONAL RESOURCES   | 05/11/2017 | 245.00       |
| 85295     | MACKIN EDUCATIONAL RESOURCES   | 05/11/2017 | 1,433.61     |
| 85296     | MACKIN EDUCATIONAL RESOURCES   | 05/11/2017 | 232.00       |
| 85297     | MN ASSOC FOR CHILDREN'S MENTAL | 05/11/2017 | 227.80       |
| 85298     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85299     | MADISON NATIONAL LIFE          | 05/11/2017 | 25,574.38    |
| 85300     | MAGIC MAN INC                  | 05/11/2017 | 2,000.00     |
| 85301     | MARCO, INC                     | 05/11/2017 | 399.93       |
| 85302     | MARKET DISTRIBUTING            | 05/11/2017 | 176.55       |
| 85303     | MEDICARE PREMIUM COLLECTION CT | 05/11/2017 | 200.80       |
| 85304     | MESSERLI & KRAMER PA           | 05/11/2017 | 318.00       |
| 85305     | METRO ECSU                     | 05/11/2017 | 110.00       |
| 85306     | METRO MEALS ON WHEELS INC      | 05/11/2017 | 142.75       |
| 85307     | METRO SOUND AND LIGHTING       | 05/11/2017 | 90.00        |
| 85308     | METROPOLITAN LIFE              | 05/11/2017 | 2,328.76     |
| 85309     | MEYER, LINDA                   | 05/11/2017 | 30.00        |
| 85310     | MID CITY SERVICES - INDUSTRIAL | 05/11/2017 | 2,136.98     |
| 85311     | MN DEPT OF PUBLIC SAFETY       | 05/11/2017 | 125.00       |
| 85312     | MN DEPT OF HEALTH              | 05/11/2017 | 35.00        |
| 85313     | MN DEPT OF LABOR & INDUSTRY    | 05/11/2017 | 100.00       |

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|-----------|--------------------------------|------------|--------------|
| 85314     | MN DEPT OF LABOR AND INDUSTRY  | 05/11/2017 | 1,225.00     |
| 85315     | MN ELEVATOR INC                | 05/11/2017 | 307.75       |
| 85316     | MN HISTORICAL SOCIETY          | 05/11/2017 | 996.00       |
| 85317     | MN INDUSTRIAL BATTERY          | 05/11/2017 | 151.50       |
| 85318     | MN ZOO                         | 05/11/2017 | 510.00       |
| 85319     | MOBILE RADIO ENGINEERING INC   | 05/11/2017 | 17.20        |
| 85320     | MODERN FENCE & CONST INC       | 05/11/2017 | 2,050.00     |
| 85321     | MORELLI, GENO RAYNARD          | 05/11/2017 | 69.00        |
| 85322     | MORROW, DONALD                 | 05/11/2017 | 77.00        |
| 85323     | MSP COMMUNICATIONS             | 05/11/2017 | 1,275.00     |
| 85324     | MUNION, HEIDI LENORE           | 05/11/2017 | 3.99         |
| 85325     | MUSIC CONNECTION INC           | 05/11/2017 | 26.00        |
| 85326     | MWASSA, PAUL                   | 05/11/2017 | 350.00       |
| 85327     | MYFAMILYBUILDERS               | 05/11/2017 | 839.40       |
| 85328     | NAPA AUTO PARTS                | 05/11/2017 | 19.69        |
| 85329     | NASCO                          | 05/11/2017 | 84.44        |
| 85330     | NATL HONOR SOCIETY             | 05/11/2017 | 385.00       |
| 85331     | NATL ASSOC OF STUDENT COUNCILS | 05/11/2017 | 95.00        |
| 85332     | NATL RECREATION & PARK ASSOC   | 05/11/2017 | 165.00       |
| 85333     | NATL RECOGNITION PRODUCTS      | 05/11/2017 | 413.60       |
| 85334     | NATL SCHOOL PRODUCTS           | 05/11/2017 | 64.40        |
| 85335     | NCS PEARSON INC                | 05/11/2017 | 75.00        |
| 85336     | NEMEC, DEBRA                   | 05/11/2017 | 60.00        |
| 85337     | NIGHTINGALE, DONALD T          | 05/11/2017 | 55.00        |
| 85338     | NIXON, CATHERINE AYANO         | 05/11/2017 | 125.00       |
| 85339     | NORDAHL, JENNIFER              | 05/11/2017 | 8.60         |
| 85340     | NORTH CENTRAL TRUCK EQUIPMENT  | 05/11/2017 | 6,977.22     |
| 85341     | NORTHBOUND CREATIVE            | 05/11/2017 | 580.00       |
| 85342     | NORTHEAST METRO INTERMEDIATE D | 05/11/2017 | 3,451.72     |
| 85343     | NORTHERN LANDSCAPE & IRRIGATIO | 05/11/2017 | 300.00       |
| 85344     | NORTHSTAR SCOREBOARDS INC      | 05/11/2017 | 352.75       |
| 85345     | NOVAK, JANICE S                | 05/11/2017 | 360.00       |
| 85346     | NOVINSKA, TOD                  | 05/11/2017 | 135.00       |
| 85347     | OFFICE DEPOT                   | 05/11/2017 | 315.74       |
| 85348     | OGREN, DICK                    | 05/11/2017 | 125.00       |
| 85349     | OLSON, BRIAN K                 | 05/11/2017 | 77.00        |
| 85350     | PACER CENTER INC               | 05/11/2017 | 225.00       |
| 85351     | PACESETTER                     | 05/11/2017 | 280.00       |
| 85352     | PERFECTION LEARNING CORP       | 05/11/2017 | 187.84       |
| 85353     | PETERSON BROS ROOFING & CONST  | 05/11/2017 | 999.42       |
| 85354     | PHOENIX ALTERNATIVES INC       | 05/11/2017 | 403.75       |
| 85355     | PICTURE THAT!                  | 05/11/2017 | 180.00       |
| 85356     | PITNEY BOWES PURCHASE POWER    | 05/11/2017 | 108.99       |
| 85357     | PITNEY BOWES INC               | 05/11/2017 | 81.25        |
| 85358     | PIXELWERX LLC                  | 05/11/2017 | 10,570.00    |
| 85359     | POWER DISTRIBUTORS             | 05/11/2017 | 108.68       |
| 85360     | PRAXAIR DISTRIBUTION INC       | 05/11/2017 | 150.43       |
| 85361     | PRESS PUBLICATIONS             | 05/11/2017 | 86.76        |
| 85362     | PRINTING ENTERPRISES INC       | 05/11/2017 | 311.25       |
| 85363     | QUIGLEY, DAWN ELIZABETH        | 05/11/2017 | 500.00       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85364     | QUINN, CHRISTINE A             | 05/11/2017 | 32.00        |
| 85365     | R & R SPECIALTIES INC          | 05/11/2017 | 71.00        |
| 85366     | RAYMOND PRODUCTS CO INC        | 05/11/2017 | 122.62       |
| 85367     | RED BALLOON BOOKSHOP           | 05/11/2017 | 215.67       |
| 85368     | REGION 4AA                     | 05/11/2017 | 2,440.00     |
| 85369     | REHBEIN TRANSIT CO INC         | 05/11/2017 | 13,680.00    |
| 85370     | REINDERS INC                   | 05/11/2017 | 1,320.00     |
| 85371     | REYNOLDS, SHANNON              | 05/11/2017 | 154.00       |
| 85372     | RIVER FALLS HIGH SCHOOL        | 05/11/2017 | 75.00        |
| 85373     | ROCHESTER 100 INC              | 05/11/2017 | 500.00       |
| 85374     | ROCKLER WOODWORKING & HARDWARE | 05/11/2017 | 364.99       |
| 85375     | ROCKWOOD, GRANT                | 05/11/2017 | 78.00        |
| 85376     | ROGERS HIGH SCHOOL             | 05/11/2017 | 200.00       |
| 85377     | ROOF SPEC INC                  | 05/11/2017 | 3,750.00     |
| 85378     | THE ROSE LAW FIRM, PLLC        | 05/11/2017 | 87.00        |
| 85379     | ROSEMOUNT HIGH SCHOOL          | 05/11/2017 | 150.00       |
| 85380     | ROSEMOUNT HIGH SCHOOL          | 05/11/2017 | 150.00       |
| 85381     | ROSEVILLE AREA HIGH SCHOOL     | 05/11/2017 | 48.00        |
| 85382     | SAARION, CARL A                | 05/11/2017 | 78.00        |
| 85383     | SAINTS NORTH MAPLEWOOD         | 05/11/2017 | 540.00       |
| 85384     | SAM'S CLUB/SYNCHRONY BANK      | 05/11/2017 | 792.72       |
| 85385     | SAM'S CLUB/SYNCHRONY BANK      | 05/11/2017 | 1,672.41     |
| 85386     | SAM'S CLUB/SYNCHRONY BANK      | 05/11/2017 | 38.50        |
| 85387     | SAM'S CLUB/SYNCHRONY BANK      | 05/11/2017 | 774.69       |
| 85388     | SAM'S CLUB/SYNCHRONY BANK      | 05/11/2017 | 615.34       |
| 85389     | SAM'S CLUB/SYNCHRONY BANK      | 05/11/2017 | 110.75       |
| 85390     | SCANTRON CORPORATION           | 05/11/2017 | 241.57       |
| 85391     | SCHMITT MUSIC COMPANY          | 05/11/2017 | 168.00       |
| 85392     | SCHOOL BOARD SUPPORT SERVICES  | 05/11/2017 | 750.00       |
| 85393     | SCHOOL CHECK IN                | 05/11/2017 | 150.00       |
| 85394     | SCHOOL HEALTH CORPORATION      | 05/11/2017 | 427.57       |
| 85395     | SCHOOL SERVICE EMPLOYEES       | 05/11/2017 | 6,650.91     |
| 85396     | SCHOOL SPECIALTY               | 05/11/2017 | 1,398.67     |
| 85397     | SCHOOL SERVICE INC             | 05/11/2017 | 177.60       |
| 85398     | SCHULER, SCOTT                 | 05/11/2017 | 77.00        |
| 85399     | SEEVER, GRAY                   | 05/11/2017 | 160.00       |
| 85400     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85401     | SHRED-IT USA - MINNEAPOLIS     | 05/11/2017 | 1,891.15     |
| 85402     | SKRADE, DENNIS                 | 05/11/2017 | 18.00        |
| 85403     | SMITH HOUSE PRESS              | 05/11/2017 | 90.00        |
| 85404     | SMITH, KATHY                   | 05/11/2017 | 341.68       |
| 85405     | SMITH, LAURA                   | 05/11/2017 | 18.00        |
| 85406     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85407     | SCHOOL NUTRITION ASSOC (SNA)   | 05/11/2017 | 100.00       |
| 85408     | SOCIAL STUDIES SCHOOL SERVICE  | 05/11/2017 | 54.88        |
| 85409     | SOMMARS, REBECCA MARIE         | 05/11/2017 | 989.04       |
| 85410     | SOUTHWEST BINDING & LAMINATING | 05/11/2017 | 3,480.00     |
| 85411     | ST ANTHONY VILLAGE HIGH SCHOOL | 05/11/2017 | 175.00       |
| 85412     | STATE SUPPLY CO                | 05/11/2017 | 705.97       |
| 85413     | STEVE WEISS MUSIC              | 05/11/2017 | 13,574.00    |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 85414     | STILLWATER HIGH SCHOOL         | 05/11/2017 | 850.00       |
| 85415     | STOCKEL, CRAIG                 | 05/11/2017 | 131.00       |
| 85416     | SUMMIT COMPANIES               | 05/11/2017 | 2,411.15     |
| 85417     | SUTHERLAND, CONNIE             | 05/11/2017 | 78.00        |
| 85418     | TAMARACK NATURE CENTER         | 05/11/2017 | 20.00        |
| 85419     | TAYLOR MUSIC INC               | 05/11/2017 | 3,659.00     |
| 85420     | TEACHERS DISCOVERY             | 05/11/2017 | 254.23       |
| 85421     | TIERNEY BROTHERS INC           | 05/11/2017 | 929.04       |
| 85422     | TOTINO-GRACE HIGH SCHOOL       | 05/11/2017 | 150.00       |
| 85423     | TRADE PRESS INC                | 05/11/2017 | 605.00       |
| 85424     | TREASURED TRANSPORTATION       | 05/11/2017 | 69,750.98    |
| 85425     | TRIO SUPPLY COMPANY            | 05/11/2017 | 7,715.85     |
| 85426     | TRIUMPH TECHNOLOGY LLC         | 05/11/2017 | 5,608.48     |
| 85427     | TROLLHAUGEN                    | 05/11/2017 | 442.00       |
| 85428     | TROPHIES PLUS INC              | 05/11/2017 | 81.00        |
| 85429     | TROPHY DEPOT INC               | 05/11/2017 | 1,095.57     |
| 85430     | TRUSTED EMPLOYEES              | 05/11/2017 | 1,826.00     |
| 85431     | TURFWERKS INC                  | 05/11/2017 | 158.68       |
| 85432     | TWIN CITY JANITOR SUPPLY CO    | 05/11/2017 | 279.00       |
| 85433     | TWIN CITY TRANSPORTATION INC   | 05/11/2017 | 72,823.44    |
| 85434     | UNITED REFRIGERATION           | 05/11/2017 | 119.39       |
| 85435     | UNIVERSAL ATHLETIC             | 05/11/2017 | 264.32       |
| 85436     | US DEPT OF EDUCATION           | 05/11/2017 | 488.09       |
| 85437     | US FOODS CULINARY EQUIP & SUPP | 05/11/2017 | 309.68       |
| 85438     | USA HIGH SCHOOL CLAY TARGET LE | 05/11/2017 | 1,140.00     |
| 85439     | USA TEST PREP INC              | 05/11/2017 | 325.00       |
| 85440     | VALLEYFAIR GROUP SALES         | 05/11/2017 | 7,200.00     |
| 85441     | VALLEYFAIR GROUP SALES         | 05/11/2017 | 1,080.00     |
| 85442     | VERIZON WIRELESS               | 05/11/2017 | 1,410.70     |
| 85443     | VIKING ELECTRIC SUPPLY         | 05/11/2017 | 6,063.10     |
| 85444     | VOGEL, MICHAEL                 | 05/11/2017 | 77.00        |
| 85445     | WARGO NATURE CENTER            | 05/11/2017 | 210.00       |
| 85446     | Vendor Continued Check         | 05/11/2017 | 0.00         |
| 85447     | WHITE BEAR LAKE (CITY OF)      | 05/11/2017 | 5,101.88     |
| 85448     | WBL PIZZA MAN                  | 05/11/2017 | 111.00       |
| 85449     | WBLA EDUCATIONAL FOUNDATION    | 05/11/2017 | 743.50       |
| 85450     | WELLNER LAW PLLC               | 05/11/2017 | 200.00       |
| 85451     | WEST MUSIC COMPANY             | 05/11/2017 | 885.50       |
| 85452     | WHITSON, CLIFF                 | 05/11/2017 | 69.00        |
| 85453     | WINN GEORGE                    | 05/11/2017 | 59.00        |
| 85454     | WL HALL COMPANY                | 05/11/2017 | 377.00       |
| 85455     | YUSEF, MOHAMUD                 | 05/11/2017 | 12.00        |
| 85456     | ZASADA, ANDREA                 | 05/11/2017 | 60.00        |
| 85457     | ZIMMERMAN, NICHOL C            | 05/11/2017 | 1,350.00     |
| 85458     | ZYCH, DANIEL C                 | 05/11/2017 | 131.00       |

345 Computer Check(s) For a Total of 1,243,308.18

| Check Nbr | Vendor Name                    | Check Date              | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 0         | AIG                            | 05/15/2017              | 5,983.96     |
| 0         | AMERICAN FUNDS                 | 05/15/2017              | 86,000.09    |
| 0         | AMERICAN UNITED LIFE           | 05/03/2017              | 83,183.14    |
| 0         | AXA EQUITABLE                  | 05/15/2017              | 32,651.20    |
| 0         | MN DEPT OF HUMAN SERVICES      | 05/15/2017              | 1,944.00     |
| 0         | EDUCATION MN ESI BILLING TRUST | 05/15/2017              | 28,401.36    |
| 0         | INTERNAL REVENUE SERVICE       | 05/03/2017              | 681,716.67   |
| 0         | PUBLIC EMP RETIREMENT ASSOC    | 05/03/2017              | 108,452.00   |
| 0         | WHITE BEAR LAKE TEACHERS ASSOC | 05/15/2017              | 40,595.30    |
| 0         | VANGUARD SMALL BUSINESS SERVIC | 05/15/2017              | 27,044.03    |
| 0         | MN DEPT OF REVENUE             | 05/15/2017              | 105,901.03   |
| 0         | MN REVENUE                     | 05/15/2017              | 204.89       |
| 0         | MN STATE RETIREMENT            | 05/15/2017              | 6,712.03     |
| 0         | TEACHERS RETIREMENT ASSOC      | 05/15/2017              | 319,156.24   |
| 84066     | L T G POWER EQUIPMENT          | 05/11/2017              | 0.00         |
| 84624     | J & R SCHOOL SUPPLIES          | 05/11/2017              | 0.00         |
| 84647     | L T G POWER EQUIPMENT          | 05/11/2017              | 0.00         |
| 84861     | COOPS SPORTSWEAR               | 05/11/2017              | 0.00         |
| 161701046 | PONTIOUS, JODY L               | 05/11/2017              | 0.00         |
| 19        | Manual                         | Check(s) For a Total of | 1,527,945.94 |

| Check Nbr | Vendor Name              | Check Date              | Check Amount |
|-----------|--------------------------|-------------------------|--------------|
| 82727     | JIMMY JOHNS #869         | 05/11/2017              | 103.61       |
| 84521     | APPLE VALLEY HS ULTIMATE | 05/11/2017              | 825.00       |
| 2         | Void                     | Check(s) For a Total of | 928.61       |

|           |     |                                          |                       |              |
|-----------|-----|------------------------------------------|-----------------------|--------------|
|           | 19  | Manual                                   | Checks For a Total of | 1,527,945.94 |
|           | 0   | Wire Transfer                            | Checks For a Total of | 0.00         |
|           | 0   | ACH                                      | Checks For a Total of | 0.00         |
|           | 345 | Computer                                 | Checks For a Total of | 1,243,308.18 |
| Total For | 364 | Manual, Wire Tran, ACH & Computer Checks |                       | 2,771,254.12 |
| Less      | 2   | Voided                                   | Checks For a Total of | 928.61       |
|           |     | Net Amount                               |                       | 2,770,325.51 |

| Check Nbr | Vendor Name               | Check Date | Check Amount |
|-----------|---------------------------|------------|--------------|
| 161701134 | ALBIN, BRETT E            | 05/23/2017 | 32.47        |
| 161701135 | ANDERSON, JON C           | 05/23/2017 | 25.00        |
| 161701136 | ANDERSON, JULIE C         | 05/23/2017 | 34.29        |
| 161701137 | ASCHEMAN, CHARLOTTE M     | 05/23/2017 | 19.26        |
| 161701138 | BAHE, CONNETTE J          | 05/23/2017 | 293.68       |
| 161701139 | BATENHORST, LYNSEY K      | 05/23/2017 | 239.15       |
| 161701140 | BERNIER, CARYN S          | 05/23/2017 | 165.32       |
| 161701141 | BOOTH, KARLA J            | 05/23/2017 | 113.22       |
| 161701142 | BRADLEY, LYDIA            | 05/23/2017 | 67.95        |
| 161701143 | BRISTOW, JILL K           | 05/23/2017 | 142.31       |
| 161701144 | BROWN, BROOKE L           | 05/23/2017 | 40.66        |
| 161701145 | CEBULLA, MICHELLE         | 05/23/2017 | 76.32        |
| 161701146 | CLYNE, KRISTINE L         | 05/23/2017 | 60.00        |
| 161701147 | DAHLEM, TERESA            | 05/23/2017 | 927.99       |
| 161701148 | DIMEGLIO, JOSEPH V        | 05/23/2017 | 121.47       |
| 161701149 | ECKTON, DANA MP           | 05/23/2017 | 43.47        |
| 161701150 | FEIDER, CHELSEA K         | 05/23/2017 | 48.00        |
| 161701151 | FUHRMAN, SARAH J          | 05/23/2017 | 291.95       |
| 161701152 | GRAVLEY, STEPHEN ALAN     | 05/23/2017 | 37.60        |
| 161701153 | HADDON, SHELLY M          | 05/23/2017 | 147.00       |
| 161701154 | HAGESTUEN, FAITH M        | 05/23/2017 | 61.50        |
| 161701155 | HARDING, KARLA J          | 05/23/2017 | 80.00        |
| 161701156 | HARRIMAN, GRETCHEN E      | 05/23/2017 | 61.23        |
| 161701157 | HICKS, SUSAN L            | 05/23/2017 | 62.57        |
| 161701158 | HOEG, SCOTT A             | 05/23/2017 | 234.00       |
| 161701159 | HUBBARD, MICHELLE K       | 05/23/2017 | 51.91        |
| 161701160 | JODL, LINDA M             | 05/23/2017 | 144.40       |
| 161701161 | JOHNSON, DAVID DEAN       | 05/23/2017 | 17.99        |
| 161701162 | JOHNSON, SADIE R          | 05/23/2017 | 318.35       |
| 161701163 | KATZ, HEATHER J           | 05/23/2017 | 146.86       |
| 161701164 | KERBAGE, STEPHANIE A      | 05/23/2017 | 22.99        |
| 161701165 | KNUTSON, CASSANDRA M      | 05/23/2017 | 31.50        |
| 161701166 | KOTILINEK, FAY P          | 05/23/2017 | 9.40         |
| 161701167 | KRAMLINGER, TRACEY A      | 05/23/2017 | 10.00        |
| 161701168 | KUBOW, MONICA A           | 05/23/2017 | 546.11       |
| 161701169 | KUEMMEL, JANEEN ELIZABETH | 05/23/2017 | 40.78        |
| 161701170 | LANGSDALE, MATTHEW J      | 05/23/2017 | 108.95       |
| 161701171 | LASHOMB, JACKIE LEAH      | 05/23/2017 | 57.78        |
| 161701172 | MACK, JEANNE C            | 05/23/2017 | 26.58        |
| 161701173 | MANKE, ANNE M             | 05/23/2017 | 148.25       |
| 161701174 | MARSH, KATHERINE M        | 05/23/2017 | 59.06        |
| 161701175 | MAURER, TIMOTHY J         | 05/23/2017 | 15.29        |
| 161701176 | MCGRAW, TIMOTHY P         | 05/23/2017 | 28.49        |
| 161701177 | MCPHERSON, KIRSTEN M      | 05/23/2017 | 74.17        |
| 161701178 | MENCKE, LAURIE ANN        | 05/23/2017 | 109.80       |
| 161701179 | MICHEL, ROCHELLE N        | 05/23/2017 | 713.18       |
| 161701180 | MONTGOMERY, JACOB A       | 05/23/2017 | 175.48       |
| 161701181 | MUSTAR, ELISABETH J       | 05/23/2017 | 195.99       |
| 161701182 | NASVIK, CRAIG S           | 05/23/2017 | 19.10        |
| 161701183 | NICKELS, JOLEEN A         | 05/23/2017 | 1,343.50     |

| Check Nbr | Vendor Name                  | Check Date              | Check Amount |
|-----------|------------------------------|-------------------------|--------------|
| 161701184 | NICKLASON, LINDSAY CHRISTINE | 05/23/2017              | 50.00        |
| 161701185 | NIKKEL, DIANE L              | 05/23/2017              | 52.43        |
| 161701186 | OGRADY, CATHY SUE            | 05/23/2017              | 175.58       |
| 161701187 | OLSON, DAVID J               | 05/23/2017              | 55.00        |
| 161701188 | OTTAVIANI, AMY M             | 05/23/2017              | 195.00       |
| 161701189 | PARR, ANDREW S               | 05/23/2017              | 25.00        |
| 161701190 | PEIRCE, SUZANNE E            | 05/23/2017              | 35.00        |
| 161701191 | POKORNY, MARY J              | 05/23/2017              | 127.46       |
| 161701192 | PRZYBYLSKI, NANCY S          | 05/23/2017              | 31.78        |
| 161701193 | RECKINGER, JENNIFER R        | 05/23/2017              | 75.00        |
| 161701194 | REED, TAMMY L                | 05/23/2017              | 174.08       |
| 161701195 | ROCKFORD, JEREMY W           | 05/23/2017              | 110.42       |
| 161701196 | ROSSOW, BRENDA L             | 05/23/2017              | 355.43       |
| 161701197 | SCHEUERELL, PAMELA J         | 05/23/2017              | 176.16       |
| 161701198 | SCHMIDT, DANIEL Q            | 05/23/2017              | 154.37       |
| 161701199 | SCHMIDT, DEBRA SUE           | 05/23/2017              | 275.25       |
| 161701200 | SCHOUVIELLER, LORI J         | 05/23/2017              | 462.40       |
| 161701201 | SCHULTE, DARRELL A           | 05/23/2017              | 585.00       |
| 161701202 | SIMMONS, CARRIE J            | 05/23/2017              | 112.16       |
| 161701203 | STUCYNSKI, JILL L            | 05/23/2017              | 30.50        |
| 161701204 | SVIR, SARA A                 | 05/23/2017              | 749.98       |
| 161701205 | TATE, JO E                   | 05/23/2017              | 334.38       |
| 161701206 | THIMJON, KARI L              | 05/23/2017              | 50.00        |
| 161701207 | TRIGGS, CARLA M              | 05/23/2017              | 413.48       |
| 161701208 | TULBERG, AMY C               | 05/23/2017              | 35.07        |
| 161701209 | VAUGHN, DEBRA JEAN           | 05/23/2017              | 106.27       |
| 161701210 | WRIGHT, LAURA ANN            | 05/23/2017              | 23.69        |
| 77        | ACH                          | Check(s) For a Total of | 12,813.21    |

|           |    |                                          |                       |           |
|-----------|----|------------------------------------------|-----------------------|-----------|
|           | 0  | Manual                                   | Checks For a Total of | 0.00      |
|           | 0  | Wire Transfer                            | Checks For a Total of | 0.00      |
|           | 77 | ACH                                      | Checks For a Total of | 12,813.21 |
|           | 0  | Computer                                 | Checks For a Total of | 0.00      |
| Total For | 77 | Manual, Wire Tran, ACH & Computer Checks |                       | 12,813.21 |
| Less      | 0  | Voided                                   | Checks For a Total of | 0.00      |
|           |    | Net Amount                               |                       | 12,813.21 |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 85459     | AARP DRIVER SAFETY PROGRAM     | 05/25/2017 | 395.00       |
| 85460     | ABJ EDUC CONSULTING            | 05/25/2017 | 3,400.00     |
| 85461     | AMAZON                         | 05/25/2017 | 480.71       |
| 85462     | AMAZON                         | 05/25/2017 | 200.45       |
| 85463     | AMAZON                         | 05/25/2017 | 125.50       |
| 85464     | AMAZON                         | 05/25/2017 | 970.48       |
| 85465     | AMAZON                         | 05/25/2017 | 480.48       |
| 85466     | AMAZON                         | 05/25/2017 | 2,393.34     |
| 85467     | AMAZON                         | 05/25/2017 | 865.85       |
| 85468     | AMAZON                         | 05/25/2017 | 43.95        |
| 85469     | AMAZON                         | 05/25/2017 | 825.45       |
| 85470     | AMAZON                         | 05/25/2017 | 450.07       |
| 85471     | AMAZON                         | 05/25/2017 | 159.20       |
| 85472     | AMAZON                         | 05/25/2017 | 1,051.58     |
| 85473     | AMAZON                         | 05/25/2017 | 444.32       |
| 85474     | AMAZON                         | 05/25/2017 | 1,366.40     |
| 85475     | AMAZON                         | 05/25/2017 | 760.80       |
| 85476     | AMAZON                         | 05/25/2017 | 905.07       |
| 85477     | AMAZON                         | 05/25/2017 | 267.62       |
| 85478     | AMER RED CROSS                 | 05/25/2017 | 1,026.00     |
| 85479     | ANDERSON, PETER M              | 05/25/2017 | 118.00       |
| 85480     | ANOKA HIGH SCHOOL              | 05/25/2017 | 175.00       |
| 85481     | AP EXAMS                       | 05/25/2017 | 65,113.00    |
| 85482     | APPLAUSE LEARNING RESOURCES    | 05/25/2017 | 245.03       |
| 85483     | ARAUJO, SHARON YVONNE          | 05/25/2017 | 15.98        |
| 85484     | ARNTZEN, HOWARD                | 05/25/2017 | 69.00        |
| 85485     | ASSOC OF RECOVERY SCHOOLS      | 05/25/2017 | 300.00       |
| 85486     | ASL INTERPRETING SERVICES      | 05/25/2017 | 480.00       |
| 85487     | ASTLEFORD INTERNATIONAL TRUCKS | 05/25/2017 | 77.91        |
| 85488     | ATC GROUP SERVICES LLC         | 05/25/2017 | 2,867.19     |
| 85489     | AUTISM SOCIETY OF MINNESOTA    | 05/25/2017 | 40.00        |
| 85490     | AUTISM NAVIGATOR LLC           | 05/25/2017 | 4,375.00     |
| 85491     | B & H PHOTO-VIDEO              | 05/25/2017 | 538.88       |
| 85492     | BAKER, JEFFREY                 | 05/25/2017 | 69.00        |
| 85493     | BARNETT, JAY W                 | 05/25/2017 | 431.36       |
| 85494     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85495     | BARNETT WB CHRYSLER JEEP DODGE | 05/25/2017 | 5,841.93     |
| 85496     | BARNES, W MICHAEL              | 05/25/2017 | 78.00        |
| 85497     | BARNHART PERCUSSION SERVICES   | 05/25/2017 | 105.00       |
| 85498     | BARTON, KATHLEEN               | 05/25/2017 | 143.58       |
| 85499     | BATTERIES PLUS BULBS           | 05/25/2017 | 27.90        |
| 85500     | BAUDVILLE                      | 05/25/2017 | 335.91       |
| 85501     | BEHLOW, DAVID                  | 05/25/2017 | 207.02       |
| 85502     | BENCHMARK BEHAVIORAL HEALTH SY | 05/25/2017 | 1,500.00     |
| 85503     | BENDER, CARMEN                 | 05/25/2017 | 60.00        |
| 85504     | BERGER, BRIAN                  | 05/25/2017 | 78.00        |
| 85505     | BEST WESTERN PLUS              | 05/25/2017 | 2,537.60     |
| 85506     | BIG BELL ICE CREAM CO          | 05/25/2017 | 265.00       |
| 85507     | BIO CORPORATION                | 05/25/2017 | 1,975.70     |
| 85508     | BJORNBERG, GRANT               | 05/25/2017 | 4.99         |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 85509     | BLICK ART MATERIALS            | 05/25/2017 | 73.92        |
| 85510     | BLUE BELL ENTERPRISES INC      | 05/25/2017 | 6,049.76     |
| 85511     | BLUEBIRD SCREEN PRINT          | 05/25/2017 | 1,477.75     |
| 85512     | BOLDT, JAMES                   | 05/25/2017 | 120.00       |
| 85513     | BOLDT, MARY                    | 05/25/2017 | 40.00        |
| 85514     | BOOTH, KARLA J                 | 05/25/2017 | 6,000.00     |
| 85515     | BREAKMARK                      | 05/25/2017 | 1,537.35     |
| 85516     | BROWN INDUSTRIES INC           | 05/25/2017 | 203.75       |
| 85517     | THE BUG COMPANY                | 05/25/2017 | 16.00        |
| 85518     | CAPITAL ONE COMMERCIAL         | 05/25/2017 | 452.08       |
| 85519     | CARELINE MEDICAL               | 05/25/2017 | 200.66       |
| 85520     | CAREY, MARK                    | 05/25/2017 | 131.00       |
| 85521     | CARTER, MICHAEL D              | 05/25/2017 | 131.00       |
| 85522     | CDW GOVERNMENT INC             | 05/25/2017 | 101.12       |
| 85523     | CENTENNIAL MIDDLE SCHOOL       | 05/25/2017 | 120.00       |
| 85524     | CENTURY POWER EQUIPMENT        | 05/25/2017 | 19.25        |
| 85525     | CENTURY COLLEGE                | 05/25/2017 | 70.00        |
| 85526     | CERMAK, RAYMOND L              | 05/25/2017 | 500.00       |
| 85527     | CERTIFIED LABORATORIES         | 05/25/2017 | 503.37       |
| 85528     | CHEYNE, ROGER                  | 05/25/2017 | 69.00        |
| 85529     | CHRISTENSEN, DEB               | 05/25/2017 | 45.35        |
| 85530     | CMRS-FP                        | 05/25/2017 | 5,000.00     |
| 85531     | COBORNS DELIVERS               | 05/25/2017 | 129.67       |
| 85532     | COMCAST                        | 05/25/2017 | 280.92       |
| 85533     | COMO PARK ZOO AND CONSERVATORY | 05/25/2017 | 130.00       |
| 85534     | COMO PARK ZOO AND CONSERVATORY | 05/25/2017 | 125.00       |
| 85535     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85536     | CONNEY SAFETY                  | 05/25/2017 | 1,494.69     |
| 85537     | CONTINENTAL RESEARCH CORP      | 05/25/2017 | 2,049.57     |
| 85538     | CORNERSTONE OCCUPATIONAL       | 05/25/2017 | 90.00        |
| 85539     | CRADDOCK, ANDREW M             | 05/25/2017 | 77.00        |
| 85540     | CRAYOLA EXPERIENCE             | 05/25/2017 | 78.66        |
| 85541     | CROWN GLOBAL CONSULTING LLC    | 05/25/2017 | 3,900.00     |
| 85542     | CUB FOODS OF WHITE BEAR TWSHP  | 05/25/2017 | 1,047.27     |
| 85543     | CULLIGAN BOTTLED WATER         | 05/25/2017 | 26.00        |
| 85544     | CULLIGAN BOTTLED WATER         | 05/25/2017 | 125.85       |
| 85545     | CUMMINS NPOWER LLC             | 05/25/2017 | 451.55       |
| 85546     | CYLKOWSKI, GREG                | 05/25/2017 | 138.00       |
| 85547     | DELLWOOD COUNTRY CLUB          | 05/25/2017 | 330.00       |
| 85548     | DEMCO INC                      | 05/25/2017 | 579.09       |
| 85549     | DESIGNER SIGN SYSTEMS INC      | 05/25/2017 | 696.00       |
| 85550     | DEY DISTRIBUTING               | 05/25/2017 | 11.08        |
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| 85552     | DISCOUNT SCHOOL SUPPLY         | 05/25/2017 | 3,662.24     |
| 85553     | DISNEY EDUCATIONAL PRODUCTIONS | 05/25/2017 | 79.96        |
| 85554     | DOOR SERVICE COMPANY           | 05/25/2017 | 1,799.00     |
| 85555     | DEFINITIVE TECHNOLOGY SOLUTION | 05/25/2017 | 405.84       |
| 85556     | DUBOIS, RICHARD                | 05/25/2017 | 131.00       |
| 85557     | EBSCO INFORMATION SERV         | 05/25/2017 | 141.90       |
| 85558     | ECKROTH MUSIC                  | 05/25/2017 | 185.50       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 85559     | ED'S TROPHIES INC              | 05/25/2017 | 26.00        |
| 85560     | EXTENDED DAY                   | 05/25/2017 | 847.00       |
| 85561     | FAIRBANKS, COMANCHE            | 05/25/2017 | 400.00       |
| 85562     | FAIRVIEW                       | 05/25/2017 | 510.00       |
| 85563     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85564     | FASTENAL COMPANY               | 05/25/2017 | 2,167.39     |
| 85565     | FESTIVAL FOODS-KNOWLAN'S       | 05/25/2017 | 1,121.98     |
| 85566     | FINNEY COMPANY                 | 05/25/2017 | 550.00       |
| 85567     | FIREFLY COMPUTERS              | 05/25/2017 | 200.00       |
| 85568     | FIRST STUDENT INC              | 05/25/2017 | 1,780.80     |
| 85569     | FISHER SCIENTIFIC              | 05/25/2017 | 162.60       |
| 85570     | FLANAGAN, HOPE LYNN            | 05/25/2017 | 800.00       |
| 85571     | FLINN SCIENTIFIC INC           | 05/25/2017 | 3,442.57     |
| 85572     | FREDERICKSON, KYLE             | 05/25/2017 | 1,500.00     |
| 85573     | FRONTLINE TECHNOLOGIES GROUP   | 05/25/2017 | 3,366.01     |
| 85574     | FRONTRUNNER SCREEN PRINTING    | 05/25/2017 | 822.00       |
| 85575     | FULTON PRODUCTIONS             | 05/25/2017 | 100.00       |
| 85576     | FUN EXPRESS LLC                | 05/25/2017 | 627.12       |
| 85577     | GALLAGHERS NORTHWESTERN TIRE C | 05/25/2017 | 368.46       |
| 85578     | GAST, DYLAN KEITH              | 05/25/2017 | 40.00        |
| 85579     | GIBBS FARM                     | 05/25/2017 | 1,156.00     |
| 85580     | GIBSON, TOM                    | 05/25/2017 | 59.00        |
| 85581     | GILLEN, ROBERT                 | 05/25/2017 | 120.00       |
| 85582     | GMS INDUSTRIAL SUPPLIES INC    | 05/25/2017 | 182.08       |
| 85583     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85584     | GOPHER                         | 05/25/2017 | 1,866.22     |
| 85585     | GRAINGER                       | 05/25/2017 | 616.03       |
| 85586     | GRANDMA'S BAKERY INC           | 05/25/2017 | 90.00        |
| 85587     | GRANDMA'S BAKERY INC           | 05/25/2017 | 30.22        |
| 85588     | GREAT LAKES COCA COLA DIST LLC | 05/25/2017 | 748.08       |
| 85589     | GREAT RIVER OFFICE PRODUCTS    | 05/25/2017 | 685.25       |
| 85590     | GREATAMERICA FINANCIAL SERVICE | 05/25/2017 | 1,704.39     |
| 85591     | GREEN VALUE NURSERY INC        | 05/25/2017 | 328.20       |
| 85592     | GROTH MUSIC CO                 | 05/25/2017 | 310.23       |
| 85593     | GROUP TRAVEL PLANNERS          | 05/25/2017 | 3,926.00     |
| 85594     | HEALTHPARTNERS                 | 05/25/2017 | 228,598.10   |
| 85595     | HEALTHPARTNERS MEDICAL GROUP   | 05/25/2017 | 750.00       |
| 85596     | HEANEY, MONROE E               | 05/25/2017 | 800.00       |
| 85597     | HEGGIES PIZZA                  | 05/25/2017 | 6,320.90     |
| 85598     | HEINEMANN                      | 05/25/2017 | 3,171.22     |
| 85599     | HERITAGE FOOD SERVICE GROUP    | 05/25/2017 | 219.99       |
| 85600     | HERZOG, DEBRA                  | 05/25/2017 | 23.05        |
| 85601     | HIAWATHA HOMECARE              | 05/25/2017 | 3,712.50     |
| 85602     | HISDAHL INC                    | 05/25/2017 | 115.50       |
| 85603     | HOUGHTON MIFFLIN HARCOURT      | 05/25/2017 | 1,386.22     |
| 85604     | HUERTH, MICHAEL                | 05/25/2017 | 922.80       |
| 85605     | IDENTITYSTORES                 | 05/25/2017 | 157.50       |
| 85606     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85607     | INNOVATIVE OFFICE SOLUTIONS    | 05/25/2017 | 6,510.37     |
| 85608     | INTELLIGERE INC                | 05/25/2017 | 140.00       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
|-----------|--------------------------------|------------|--------------|
| 85609     | ISD #621 MOUNDS VIEW PUBLIC SC | 05/25/2017 | 43,059.73    |
| 85610     | ISPACE ENVIRONMENTS            | 05/25/2017 | 724.26       |
| 85611     | J.R.'S ADVANCED RECYCLERS      | 05/25/2017 | 40.00        |
| 85612     | JAYTECH INC                    | 05/25/2017 | 150.00       |
| 85613     | JIMMY JOHNS #869               | 05/25/2017 | 5,206.47     |
| 85614     | JOHNSON, DEBORAH               | 05/25/2017 | 40.00        |
| 85615     | JOHNSON, GERALD                | 05/25/2017 | 69.00        |
| 85616     | JUNIOR ACHIEVEMENT OF THE UPPE | 05/25/2017 | 750.00       |
| 85617     | JUNIOR LIBRARY GUILD           | 05/25/2017 | 545.00       |
| 85618     | JW PEPPER & SON INC            | 05/25/2017 | 341.29       |
| 85619     | KANIPES, DAVID F               | 05/25/2017 | 69.00        |
| 85620     | KARLSBURGER FOODS INC          | 05/25/2017 | 95.28        |
| 85621     | KATH FUEL OIL SERVICE CO       | 05/25/2017 | 15,982.00    |
| 85622     | KELLER GOLF COURSE             | 05/25/2017 | 840.00       |
| 85623     | KEYSTONE INTERPRETING SOLUTION | 05/25/2017 | 2,049.00     |
| 85624     | KIDCREATE STUDIO               | 05/25/2017 | 46.00        |
| 85625     | KMB SPORTS                     | 05/25/2017 | 1,800.00     |
| 85626     | KNUDSEN, AMY LYNN              | 05/25/2017 | 50.00        |
| 85627     | KOWITZ, MARY J                 | 05/25/2017 | 332.33       |
| 85628     | KREMER SERVICES LLC            | 05/25/2017 | 1,579.72     |
| 85629     | KULLY SUPPLY COMPANY           | 05/25/2017 | 647.22       |
| 85630     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85631     | LAKESHORE LEARNING MATERIALS   | 05/25/2017 | 1,989.34     |
| 85632     | LANGUAGE LINE SERVICES         | 05/25/2017 | 360.32       |
| 85633     | LARSON, KAY                    | 05/25/2017 | 40.00        |
| 85634     | LAWRENCE SIGN                  | 05/25/2017 | 1,375.00     |
| 85635     | LIBERTY CLASSICAL ACADEMY      | 05/25/2017 | 1,726.59     |
| 85636     | LIFETIME                       | 05/25/2017 | 192.00       |
| 85637     | LOGOS SCHOOL                   | 05/25/2017 | 120.00       |
| 85638     | LORENZ BUS SERVICE INC         | 05/25/2017 | 5,107.50     |
| 85639     | L T G POWER EQUIPMENT          | 05/25/2017 | 14.45        |
| 85640     | MACIOCH, JILL SUSAN            | 05/25/2017 | 6.00         |
| 85641     | MACKIN EDUCATIONAL RESOURCES   | 05/25/2017 | 382.44       |
| 85642     | MAD SCIENCE OF MINNESOTA       | 05/25/2017 | 371.00       |
| 85643     | MAKE A WISH FOUNDATION         | 05/25/2017 | 3,901.95     |
| 85644     | CITY OF MAPLEWOOD              | 05/25/2017 | 10,083.56    |
| 85645     | MARTINEZ, MARIA                | 05/25/2017 | 15.95        |
| 85646     | MN ASSOC OF SCHOOL MAINTENANCE | 05/25/2017 | 150.00       |
| 85647     | MAUER, BRIAN                   | 05/25/2017 | 77.00        |
| 85648     | MAYERON, JACK                  | 05/25/2017 | 120.00       |
| 85649     | MCDONOUGH'S WATERJETTING AND   | 05/25/2017 | 2,104.75     |
| 85650     | MCGIVERN, JEROME JAY           | 05/25/2017 | 69.00        |
| 85651     | MCNERTNEY, HOWARD              | 05/25/2017 | 223.00       |
| 85652     | MEDTOX LABORATORIES            | 05/25/2017 | 110.00       |
| 85653     | MENARDS-MAPLEWOOD              | 05/25/2017 | 135.66       |
| 85654     | MERCED-HUGHES, SUSAN           | 05/25/2017 | 12.80        |
| 85655     | METHOD TEST PREP               | 05/25/2017 | 1,250.00     |
| 85656     | METRO DEAF SCHOOL              | 05/25/2017 | 5,912.40     |
| 85657     | METRO ECSU                     | 05/25/2017 | 385.00       |
| 85658     | METRO MEALS ON WHEELS INC      | 05/25/2017 | 250.50       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85659     | METRO SOUND AND LIGHTING       | 05/25/2017 | 30,159.79    |
| 85660     | MIDWEST BUS PARTS INC          | 05/25/2017 | 116.50       |
| 85661     | MINVALCO INC                   | 05/25/2017 | 150.99       |
| 85662     | MN DEPT OF HEALTH              | 05/25/2017 | 525.00       |
| 85663     | MN HISTORICAL SOCIETY          | 05/25/2017 | 270.00       |
| 85664     | MN STATE HIGH SCHOOL MATH LEAG | 05/25/2017 | 22.67        |
| 85665     | MN ZOO                         | 05/25/2017 | 726.00       |
| 85666     | MN ZOO                         | 05/25/2017 | 102.00       |
| 85667     | MOHN, MONICA                   | 05/25/2017 | 444.00       |
| 85668     | MOORE, CYNTHIA A               | 05/25/2017 | 678.00       |
| 85669     | MOORHEAD MACHINERY & BOILER CO | 05/25/2017 | 2,297.50     |
| 85670     | MOUNDS VIEW HIGH SCHOOL        | 05/25/2017 | 100.00       |
| 85671     | MROZ, GORDON S                 | 05/25/2017 | 69.00        |
| 85672     | MULTI-SOURCE CONSULTANT LLC    | 05/25/2017 | 235.99       |
| 85673     | MUMBLEAU, RICHARD THOMAS       | 05/25/2017 | 120.00       |
| 85674     | MUSIC CONNECTION INC           | 05/25/2017 | 2,813.00     |
| 85675     | MUSIC THEATER INTL             | 05/25/2017 | 1,300.00     |
| 85676     | NASSEFF MECH CONTRACTORS       | 05/25/2017 | 935.00       |
| 85677     | NATL ASSOC OF SECONDARY SCHOOL | 05/25/2017 | 385.00       |
| 85678     | NATL COUNCIL OF TEACHERS OF EN | 05/25/2017 | 25.00        |
| 85679     | NATL RECOGNITION PRODUCTS      | 05/25/2017 | 5,224.48     |
| 85680     | NAVIANCE                       | 05/25/2017 | 17,295.80    |
| 85681     | NCS PEARSON INC                | 05/25/2017 | 96.85        |
| 85682     | NEOFUNDS BY NEOPOST            | 05/25/2017 | 500.00       |
| 85683     | NESS ELECTRONICS INC           | 05/25/2017 | 359.85       |
| 85684     | NIGHTINGALE, DONALD T          | 05/25/2017 | 30.00        |
| 85685     | NORCENTRONIX DISTRIBUTING      | 05/25/2017 | 800.00       |
| 85686     | NORTH SUBURBAN TOWING          | 05/25/2017 | 725.00       |
| 85687     | NORTHEAST METRO INTERMEDIATE D | 05/25/2017 | 22,275.94    |
| 85688     | NORTHFIELD LINES               | 05/25/2017 | 2,367.80     |
| 85689     | NOVAK, JANICE S                | 05/25/2017 | 160.00       |
| 85690     | NUTRITIONAL SERVICE            | 05/25/2017 | 483.60       |
| 85691     | O'REILLY AUTOMOTIVE INC        | 05/25/2017 | 2,399.74     |
| 85692     | OFFICE DEPOT                   | 05/25/2017 | 543.39       |
| 85693     | OLSON, BRIAN K                 | 05/25/2017 | 77.00        |
| 85694     | ON SITE SANITATION INC         | 05/25/2017 | 120.00       |
| 85695     | ONENECK IT SOLUTIONS LLC       | 05/25/2017 | 525.00       |
| 85696     | ORDWAY CENTER FOR PERFORMING   | 05/25/2017 | 21.00        |
| 85697     | ORKIN INC                      | 05/25/2017 | 300.00       |
| 85698     | OSMAN, BADASO                  | 05/25/2017 | 131.00       |
| 85699     | OXYGEN SERVICE CO INC          | 05/25/2017 | 128.33       |
| 85700     | PAPER ROLLER COASTER CO        | 05/25/2017 | 29.95        |
| 85701     | PARSIMONY INC                  | 05/25/2017 | 542.00       |
| 85702     | PATIENT TOOLS INC              | 05/25/2017 | 141.00       |
| 85703     | PATROL BIKE SYSTEMS            | 05/25/2017 | 585.00       |
| 85704     | PATTERSON, RUTH ANN            | 05/25/2017 | 7.00         |
| 85705     | PAVEMENT RESOURCES             | 05/25/2017 | 7,900.00     |
| 85706     | PEARSON EDUCATION INC          | 05/25/2017 | 448.76       |
| 85707     | PETERSON BROS ROOFING & CONST  | 05/25/2017 | 5,245.19     |
| 85708     | PINZ                           | 05/25/2017 | 246.84       |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85709     | PIONEER                        | 05/25/2017 | 3,045.50     |
| 85710     | PITNEY BOWES PURCHASE POWER    | 05/25/2017 | 108.99       |
| 85711     | PLADSON ENVIRONMENTAL INC      | 05/25/2017 | 3,200.00     |
| 85712     | POLAR CHEVROLET MAZDA          | 05/25/2017 | 277.20       |
| 85713     | POWER DISTRIBUTORS             | 05/25/2017 | 171.66       |
| 85714     | PRESS PUBLICATIONS             | 05/25/2017 | 1,588.00     |
| 85715     | PRESTWICK HOUSE INC            | 05/25/2017 | 16.99        |
| 85716     | PRO-ED INC                     | 05/25/2017 | 186.73       |
| 85717     | QUIGLEY, DAWN ELIZABETH        | 05/25/2017 | 500.00       |
| 85718     | RADEMACHER, CATHY              | 05/25/2017 | 80.00        |
| 85719     | RATTE, DAVE                    | 05/25/2017 | 155.00       |
| 85720     | RAYMOND PRODUCTS CO INC        | 05/25/2017 | 1,044.89     |
| 85721     | REDWOOD TOXICOLOGY LABORATORY  | 05/25/2017 | 126.49       |
| 85722     | REGENTS OF THE UNIV OF MN      | 05/25/2017 | 22.76        |
| 85723     | REPUBLIC SERVICES #899         | 05/25/2017 | 9,098.00     |
| 85724     | REPUBLIC SERVICES #899         | 05/25/2017 | 8,789.66     |
| 85725     | RIPLEY, MATTHEW                | 05/25/2017 | 53.00        |
| 85726     | ROCKLER WOODWORKING & HARDWARE | 05/25/2017 | 364.99       |
| 85727     | ROSEVILLE AREA MIDDLE SCHOOL   | 05/25/2017 | 120.00       |
| 85728     | ROSEVILLE AREA SCHOOLS         | 05/25/2017 | 1,187.50     |
| 85729     | RUPP ANDERSON SQUIRES & WALDSP | 05/25/2017 | 2,926.79     |
| 85730     | SAARION, CARL A                | 05/25/2017 | 78.00        |
| 85731     | SAFETYFIRST PLAYGROUND SURFACI | 05/25/2017 | 3,607.80     |
| 85732     | SAFeway DRIVING SCHOOL         | 05/25/2017 | 9,450.00     |
| 85733     | SCANTRON CORPORATION           | 05/25/2017 | 109.82       |
| 85734     | SCHMEICHEL, RUSS               | 05/25/2017 | 150.00       |
| 85735     | SCHOCHENMAIER, TIMOTHY R       | 05/25/2017 | 5,336.00     |
| 85736     | SCHOLASTIC INC                 | 05/25/2017 | 613.19       |
| 85737     | SCHOLASTIC BOOK CLUBS INC      | 05/25/2017 | 55.00        |
| 85738     | SCHOLASTIC READING CLUB        | 05/25/2017 | 109.00       |
| 85739     | SCHOOL CHECK IN                | 05/25/2017 | 165.00       |
| 85740     | SCHOOL SPECIALTY               | 05/25/2017 | 62.70        |
| 85741     | SCHULTZ, PAUL                  | 05/25/2017 | 80.00        |
| 85742     | SCHULER, SCOTT                 | 05/25/2017 | 77.00        |
| 85743     | SELB-SACK, MICHELLE            | 05/25/2017 | 58.88        |
| 85744     | SENIOR SERVICES CONSORTIUM     | 05/25/2017 | 2,500.00     |
| 85745     | SENIOR WOOLY                   | 05/25/2017 | 75.00        |
| 85746     | SHIRTYSOMETHING                | 05/25/2017 | 414.00       |
| 85747     | SITEONE LANDSCAPE SUPPLY       | 05/25/2017 | 2.18         |
| 85748     | SCHOOL NUTRITION ASSOC (SNA)   | 05/25/2017 | 13.00        |
| 85749     | SORENSEN, MATT                 | 05/25/2017 | 77.00        |
| 85750     | SQUISHY CIRCUITS STORE LLC     | 05/25/2017 | 115.19       |
| 85751     | ST CROIX RECREATION CO INC     | 05/25/2017 | 61,446.00    |
| 85752     | ST PAUL RIVER CENTRE           | 05/25/2017 | 1,737.87     |
| 85753     | ST PAUL POLICE K9 FOUNDATION   | 05/25/2017 | 40.00        |
| 85754     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85755     | STAPLES ADVANTAGE              | 05/25/2017 | 4,161.56     |
| 85756     | STATE SUPPLY CO                | 05/25/2017 | 2,584.41     |
| 85757     | STAY TUNED PIANO SERVICES      | 05/25/2017 | 196.00       |
| 85758     | STEVE WEISS MUSIC              | 05/25/2017 | 1,103.54     |

| Check Nbr | Vendor Name                    | Check Date | Check Amount |
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| 85759     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85760     | STREAMLINE DESIGN INC          | 05/25/2017 | 7,190.05     |
| 85761     | STURM, JASON                   | 05/25/2017 | 78.00        |
| 85762     | SUPREME SCHOOL SUPPLY CO       | 05/25/2017 | 97.75        |
| 85763     | SUTHERLAND, CONNIE             | 05/25/2017 | 131.00       |
| 85764     | SYNOVIA SOLUTIONS              | 05/25/2017 | 1,497.50     |
| 85765     | TALLY'S DOCKSIDE               | 05/25/2017 | 211.20       |
| 85766     | TEACHERS DISCOVERY             | 05/25/2017 | 505.49       |
| 85767     | TEAMWORKS INTERNATIONAL INC    | 05/25/2017 | 1,681.56     |
| 85768     | TERSCH PRODUCTS                | 05/25/2017 | 177.96       |
| 85769     | THURY, GREG                    | 05/25/2017 | 69.00        |
| 85770     | TOWN LIFE                      | 05/25/2017 | 1,215.00     |
| 85771     | Vendor Continued Check         | 05/25/2017 | 0.00         |
| 85772     | TRADE PRESS INC                | 05/25/2017 | 5,605.00     |
| 85773     | TRANS-MISSISSIPPI BIO SUPPLY   | 05/25/2017 | 650.01       |
| 85774     | TRANSPORTATION MGMT CORP       | 05/25/2017 | 29.00        |
| 85775     | TREASURE BAY INC               | 05/25/2017 | 415.15       |
| 85776     | TREASURED TRANSPORTATION       | 05/25/2017 | 42,169.08    |
| 85777     | TRI-STATE BOBCAT               | 05/25/2017 | 160.69       |
| 85778     | TRIUMPH TECHNOLOGY LLC         | 05/25/2017 | 5,285.00     |
| 85779     | TSCHETTER, DANA                | 05/25/2017 | 339.68       |
| 85780     | TUMBLEWEED PRESS INC           | 05/25/2017 | 3,193.60     |
| 85781     | TURFWERKS INC                  | 05/25/2017 | 138.98       |
| 85782     | TYLER TECHNOLOGIES INC         | 05/25/2017 | 5,317.51     |
| 85783     | UHL CO INC                     | 05/25/2017 | 677.00       |
| 85784     | UNITED REFRIGERATION           | 05/25/2017 | 91.26        |
| 85785     | UNIVERSITY OF WI MADISON       | 05/25/2017 | 500.00       |
| 85786     | UNRL                           | 05/25/2017 | 2,300.00     |
| 85787     | US FOODS CULINARY EQUIP & SUPP | 05/25/2017 | 39.72        |
| 85788     | VALLEYFAIR GROUP SALES         | 05/25/2017 | 2,568.00     |
| 85789     | VALLEYFAIR GROUP SALES         | 05/25/2017 | 816.00       |
| 85790     | VERNIER SOFTWARE               | 05/25/2017 | 3,574.67     |
| 85791     | WALTERS REBUILDERS             | 05/25/2017 | 529.90       |
| 85792     | WARNER, GENE                   | 05/25/2017 | 131.00       |
| 85793     | WHITE BEAR CENTER FOR THE ARTS | 05/25/2017 | 9,375.00     |
| 85794     | WHITE BEAR RENTAL EQUIPMENT    | 05/25/2017 | 85.32        |
| 85795     | WHITE BEAR AREA CHAMBER        | 05/25/2017 | 285.00       |
| 85796     | WHITE BEAR LAKE CITY           | 05/25/2017 | 100.00       |
| 85797     | WHITE BEAR LAKE (CITY OF)      | 05/25/2017 | 239.25       |
| 85798     | WHITE BEAR LAKE UMPIRES ASSN   | 05/25/2017 | 1,850.00     |
| 85799     | WELLNER LAW PLLC               | 05/25/2017 | 300.00       |
| 85800     | WESCH, SCOTT                   | 05/25/2017 | 75.00        |
| 85801     | WEST MUSIC COMPANY             | 05/25/2017 | 218.68       |
| 85802     | WESTERN PSYCHOLOGICAL SERVICES | 05/25/2017 | 132.00       |
| 85803     | WILLETT, RON                   | 05/25/2017 | 308.00       |
| 85804     | WILLOW LANE ELEM PTO           | 05/25/2017 | 4,500.00     |
| 85805     | WINNICK SUPPLY                 | 05/25/2017 | 18.90        |
| 85806     | WOODWARD ACADEMY               | 05/25/2017 | 627.80       |
| 85807     | WORLD'S FINEST CHOCOLATE INC   | 05/25/2017 | 4,350.00     |
| 85808     | XCEL ENERGY                    | 05/25/2017 | 82,382.37    |

| Check Nbr | Vendor Name                   | Check Date              | Check Amount |
|-----------|-------------------------------|-------------------------|--------------|
| 85809     | XCEL ENERGY                   | 05/25/2017              | 32,020.63    |
| 85810     | YOUNGBLOOD LUMBER COMPANY     | 05/25/2017              | 793.26       |
| 85811     | ZAHL PETROLEUM MAINTENANCE CO | 05/25/2017              | 352.02       |
| 85812     | ZAPPETILLO, DAVID             | 05/25/2017              | 69.00        |
| 85813     | ZHOU, TINGTING                | 05/25/2017              | 645.31       |
| 355       | Computer                      | Check(s) For a Total of | 1,004,881.24 |

| Check Nbr | Vendor Name              | Check Date              | Check Amount |
|-----------|--------------------------|-------------------------|--------------|
| 0         | BMO                      | 05/25/2017              | 0.00         |
| 82126     | MN STATE COLLEGES & UNIV | 05/25/2017              | 0.00         |
| 83558     | STAPLES ADVANTAGE        | 05/25/2017              | 0.00         |
| 84176     | STAPLES ADVANTAGE        | 05/25/2017              | 0.00         |
| 84884     | FESTIVAL FOODS-KNOWLAN'S | 05/25/2017              | 0.00         |
| 85186     | DISCOUNT SCHOOL SUPPLY   | 05/25/2017              | 0.00         |
| 6         | Manual                   | Check(s) For a Total of | 0.00         |

| Check Nbr | Vendor Name            | Check Date              | Check Amount |
|-----------|------------------------|-------------------------|--------------|
| 85426     | TRIUMPH TECHNOLOGY LLC | 05/25/2017              | 5,608.48     |
| 1         | Void                   | Check(s) For a Total of | 5,608.48     |

|           |     |                                          |                       |              |
|-----------|-----|------------------------------------------|-----------------------|--------------|
|           | 6   | Manual                                   | Checks For a Total of | 0.00         |
|           | 0   | Wire Transfer                            | Checks For a Total of | 0.00         |
|           | 0   | ACH                                      | Checks For a Total of | 0.00         |
|           | 355 | Computer                                 | Checks For a Total of | 1,004,881.24 |
| Total For | 361 | Manual, Wire Tran, ACH & Computer Checks |                       | 1,004,881.24 |
| Less      | 1   | Voided                                   | Checks For a Total of | 5,608.48     |
|           |     | Net Amount                               |                       | 999,272.76   |

| Check Nbr | Vendor Name                    | Check Date              | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 85814     | GREATER TWIN CITIES UNITED WAY | 05/26/2017              | 145.00       |
| 85815     | IUOE LOCAL 70                  | 05/26/2017              | 2,397.32     |
| 85816     | MESSERLI & KRAMER PA           | 05/26/2017              | 310.00       |
| 85817     | THE ROSE LAW FIRM, PLLC        | 05/26/2017              | 87.00        |
| 85818     | SCHOOL SERVICE EMPLOYEES       | 05/26/2017              | 6,687.07     |
| 85819     | US DEPT OF EDUCATION           | 05/26/2017              | 488.09       |
| 85820     | WBLA EDUCATIONAL FOUNDATION    | 05/26/2017              | 743.50       |
| 7         | Computer                       | Check(s) For a Total of | 10,857.98    |

|           |   |                                          |                       |           |
|-----------|---|------------------------------------------|-----------------------|-----------|
|           | 0 | Manual                                   | Checks For a Total of | 0.00      |
|           | 0 | Wire Transfer                            | Checks For a Total of | 0.00      |
|           | 0 | ACH                                      | Checks For a Total of | 0.00      |
|           | 7 | Computer                                 | Checks For a Total of | 10,857.98 |
| Total For | 7 | Manual, Wire Tran, ACH & Computer Checks |                       | 10,857.98 |
| Less      | 0 | Voided                                   | Checks For a Total of | 0.00      |
|           |   | Net Amount                               |                       | 10,857.98 |

| Check Nbr | Vendor Name                    | Check Date              | Check Amount |
|-----------|--------------------------------|-------------------------|--------------|
| 9990001   | AIG                            | 05/31/2017              | 5,877.56     |
| 9990002   | AMERICAN FUNDS                 | 05/31/2017              | 85,863.20    |
| 9990003   | AMERICAN UNITED LIFE           | 05/31/2017              | 87,382.80    |
| 9990004   | AMERIPRISE FINANCIAL SERVICES  | 05/31/2017              | 13,191.71    |
| 9990005   | AXA EQUITABLE                  | 05/31/2017              | 32,606.24    |
| 9990006   | EDUCATION MN ESI BILLING TRUST | 05/31/2017              | 27,557.72    |
| 9990007   | Vendor Continued Check         | 05/31/2017              | 0.00         |
| 9990008   | Vendor Continued Check         | 05/31/2017              | 0.00         |
| 9990009   | Vendor Continued Check         | 05/31/2017              | 0.00         |
| 9990010   | Vendor Continued Check         | 05/31/2017              | 0.00         |
| 9990011   | Vendor Continued Check         | 05/31/2017              | 0.00         |
| 9990012   | INTERNAL REVENUE SERVICE       | 05/31/2017              | 695,021.69   |
| 9990013   | METROPOLITAN LIFE              | 05/31/2017              | 2,328.76     |
| 9990014   | MN DEPT OF HUMAN SERVICES      | 05/31/2017              | 1,944.00     |
| 9990015   | Vendor Continued Check         | 05/31/2017              | 0.00         |
| 9990016   | MN DEPT OF REVENUE             | 05/31/2017              | 107,868.47   |
| 9990017   | MN REVENUE                     | 05/31/2017              | 409.48       |
| 9990018   | MN STATE RETIREMENT            | 05/31/2017              | 6,500.50     |
| 9990019   | PUBLIC EMP RETIREMENT ASSOC    | 05/31/2017              | 111,660.75   |
| 9990020   | TEACHERS RETIREMENT ASSOC      | 05/31/2017              | 323,723.04   |
| 9990021   | VANGUARD SMALL BUSINESS SERVIC | 05/31/2017              | 26,869.09    |
| 9990022   | WHITE BEAR LAKE TEACHERS ASSOC | 05/31/2017              | 40,063.54    |
| 22        | Computer                       | Check(s) For a Total of | 1,568,868.55 |

|           |    |                                          |                       |              |
|-----------|----|------------------------------------------|-----------------------|--------------|
|           | 0  | Manual                                   | Checks For a Total of | 0.00         |
|           | 0  | Wire Transfer                            | Checks For a Total of | 0.00         |
|           | 0  | ACH                                      | Checks For a Total of | 0.00         |
|           | 22 | Computer                                 | Checks For a Total of | 1,568,868.55 |
| Total For | 22 | Manual, Wire Tran, ACH & Computer Checks |                       | 1,568,868.55 |
| Less      | 0  | Voided                                   | Checks For a Total of | 0.00         |
|           |    | Net Amount                               |                       | 1,568,868.55 |

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WHITE BEAR LAKE MN ISD #624  
Credit Card Check Summary

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05/31/17

PAGE: 1

| Check Nbr | Vendor Name            | Check Date              | Check Amount |
|-----------|------------------------|-------------------------|--------------|
| 9990023   | Vendor Continued Check | 05/31/2017              | 0.00         |
| 9990024   | BMO                    | 05/31/2017              | 11,705.58    |
| 2         | Computer               | Check(s) For a Total of | 11,705.58    |

|           |   |                                   |                       |           |
|-----------|---|-----------------------------------|-----------------------|-----------|
|           | 0 | Manual                            | Checks For a Total of | 0.00      |
|           | 0 | Wire Transfer                     | Checks For a Total of | 0.00      |
|           | 0 | ACH                               | Checks For a Total of | 0.00      |
|           | 2 | Computer                          | Checks For a Total of | 11,705.58 |
| Total For | 2 | Manual, Wire Tran, ACH & Computer | Checks                | 11,705.58 |
| Less      | 0 | Voided                            | Checks For a Total of | 0.00      |
|           |   | Net Amount                        |                       | 11,705.58 |

**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: **June 12, 2017**  
 SUGGESTED DISPOSITION: **Operational Item**  
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

| <b>Donation</b>                                                           | <b>Donor</b>                   | <b>Recipient</b>                                          |
|---------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------|
| \$400 for Custodian Overtime for PTA Productions Performance – April 1    | Lincoln School PTA             | Lincoln Elementary                                        |
| \$687.50 for Custodian Overtime for PTA Productions Performance – April 2 | Lincoln School PTA             | Lincoln Elementary                                        |
| \$98.60 for Nutritional Services for Lincoln carnival                     | Lincoln School PTA             | Lincoln Elementary                                        |
| \$133.50 for fieldtrip to Waldoch Farm on April 13, 2017                  | Lincoln School PTA             | Lincoln Elementary                                        |
| \$150                                                                     | Matoska International PTO      | Matoska International                                     |
| \$250 from Sunday School Students for Nutrition Services Angel Fund       | St. Stephen Lutheran Church    | WBLAS Nutrition Services                                  |
| \$10                                                                      | Makini Pederson                | Lincoln Elementary School                                 |
| Scrapbook Supplies                                                        | Elaine Ferron                  | Lincoln Elementary School                                 |
| \$100 for Scholarship Support                                             | Tina Nguyen                    | Lincoln Elementary School                                 |
| Pace Master Pro Plus II Treadmill                                         | Chris and Janet Koenig         | Central Middle School                                     |
| \$500                                                                     | White Bear Lions Club          | White Bear Lake Area High School Music Department         |
| 80 Cupcakes for Bear Café                                                 | Kim Weidt of Kim's Cake Design | White Bear Lake Area High School – South Campus Bear Café |
| \$50                                                                      | Douglas and Joann Szurek       | Central Middle School                                     |
| See Attached                                                              |                                | Community Services and Recreation Senior Programming      |

**RECOMMENDATION:** Accept donations.

| Community Services & Recreation<br>Donation to Senior Programming<br>March-April | Community Services & Recreation<br>Donation to Senior Programming<br>March-April | Community Services & Recreation<br>Donation to Senior Programming<br>March-April | Community Services & Recreation<br>Donation to Senior Programming<br>March-April |
|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>GENERAL</b>                                                                   | <b>MEALS ON WHEELS</b>                                                           | <b>LionsHELP</b>                                                                 |                                                                                  |
| Helen and Joe Witwicke \$50.00                                                   | Shirley Lockbeam \$60.00                                                         | White Bear Lake Lions Club \$300.00                                              |                                                                                  |
| Marian Milbridge \$200.00                                                        | Middle School Service project \$98.55                                            |                                                                                  |                                                                                  |
| Glen A Donley, Donley Farms Inc. \$200.00                                        | Sweet Cream Enterprises, LLC \$641.63                                            |                                                                                  |                                                                                  |
| France and Thomas Small \$50.00                                                  | - Culvers of VH                                                                  |                                                                                  |                                                                                  |
| Robert M. Hill \$35.00                                                           | White Bear Lake Lions Club \$300.00                                              |                                                                                  |                                                                                  |
| Troy and Jennifer Townsend \$25.00                                               | Daniel Felic \$150                                                               |                                                                                  |                                                                                  |
| Roger and Maria Sommerville \$20.00                                              | Anonymous \$50.00                                                                |                                                                                  |                                                                                  |
| Audrey Lerdahl \$15.00                                                           | Brad Ribar \$50.00                                                               |                                                                                  |                                                                                  |
| Julia Cornell-Smith \$10.00                                                      | Betty Pelletier \$25.00                                                          |                                                                                  |                                                                                  |
| Paul and Marlon Holmberg \$10.00                                                 | Shirley Lockbeam \$60.00                                                         |                                                                                  |                                                                                  |
| Mark and Nancy Krogh \$25.00                                                     | Kristen Brodie \$22.00                                                           |                                                                                  |                                                                                  |
| Marjill Hoffman \$25.00                                                          | Mike Dittman \$50.00                                                             |                                                                                  |                                                                                  |
| E. Keith and Leah Smelser \$25.00                                                | Michael Waldoch \$25.00                                                          |                                                                                  |                                                                                  |
| Susan VonBank \$25.00                                                            | Anonymous \$40.00                                                                |                                                                                  |                                                                                  |
| Michael Voss \$100.00                                                            | Debra McGuire \$50.00                                                            |                                                                                  |                                                                                  |
| Redeemer Lutheran Church (Holiday F. \$200.00                                    | Kay Koelmen \$50.00                                                              |                                                                                  |                                                                                  |
| Gable Pines (Breakfast for a Cause) \$175.00                                     | Marjill Hoffman \$40.00                                                          |                                                                                  |                                                                                  |
| Mr. and Mrs. Thomas Cornell \$35.00                                              | Del and Debbie Clough \$50.00                                                    |                                                                                  |                                                                                  |
| Lucy Paquin \$35.00                                                              | John Mayou \$25.00                                                               |                                                                                  |                                                                                  |
| White Bear Lake Lions Club \$900.00                                              | Corrine Kindschy \$20.00                                                         |                                                                                  |                                                                                  |
| Joseph R. Mikacevich \$50.00                                                     | Joan Janacek \$10.00                                                             |                                                                                  |                                                                                  |
| Bev Flake \$10.00                                                                | Jerold W. Bowman \$100.00                                                        |                                                                                  |                                                                                  |
|                                                                                  | Phyllis Benjamin \$100.00                                                        |                                                                                  |                                                                                  |
|                                                                                  | Stephen McGarthwaite \$100.00                                                    |                                                                                  |                                                                                  |
|                                                                                  | John and Diane Madden \$50.00                                                    |                                                                                  |                                                                                  |
|                                                                                  | Donna Landsverk \$25.00                                                          |                                                                                  |                                                                                  |
|                                                                                  | Patricia Manning \$25.00                                                         |                                                                                  |                                                                                  |
|                                                                                  | Don Mingo \$25.00                                                                |                                                                                  |                                                                                  |
|                                                                                  | Sally Smith \$25.00                                                              |                                                                                  |                                                                                  |
|                                                                                  | Jan and Charlie Roesser \$25.00                                                  |                                                                                  |                                                                                  |
|                                                                                  | Darlene Christenson \$25.00                                                      |                                                                                  |                                                                                  |
|                                                                                  | Karen Garvin \$50.00                                                             |                                                                                  |                                                                                  |
|                                                                                  | Thomas and Cindy J Scott \$50.00                                                 |                                                                                  |                                                                                  |
| Transportation Guide Sponsors:                                                   | Richard L. Amey \$50.00                                                          |                                                                                  |                                                                                  |
| Redeemer Lutheran Church -Trust Fun \$1,500.00                                   | James and Jody Pilaczynski \$50.00                                               |                                                                                  |                                                                                  |
| White Bear Lake Lions Club \$1,500.00                                            | Robert and Carole Przybylski \$50.00                                             |                                                                                  |                                                                                  |
| MAAA \$250.00                                                                    | Keith and Judy Johnstone \$50.00                                                 |                                                                                  |                                                                                  |
| Newtrax \$1,000.00                                                               | Caroline Milhofer \$50.00                                                        |                                                                                  |                                                                                  |
| Lundgren Realty Group \$250.00                                                   | Dorothy and Kenneth Baltes \$50.00                                               |                                                                                  |                                                                                  |
| WBA Emergency Food Shelf \$250.00                                                | June Ball \$50.00                                                                |                                                                                  |                                                                                  |
| VHEDC \$250.00                                                                   | Burb Guiser \$50.00                                                              |                                                                                  |                                                                                  |
| Lyngblomsten \$500.00                                                            | Wilma Zenk \$50.00                                                               |                                                                                  |                                                                                  |
|                                                                                  | Thomas Moren \$50.00                                                             |                                                                                  |                                                                                  |
|                                                                                  | Gail Dvorak \$100.00                                                             |                                                                                  |                                                                                  |
|                                                                                  | Elwood and Judy Anderson \$50.00                                                 |                                                                                  |                                                                                  |
|                                                                                  | W.J. Hooker \$100.00                                                             |                                                                                  |                                                                                  |
|                                                                                  | Gerald Wilharber \$25.00                                                         |                                                                                  |                                                                                  |
|                                                                                  | Janet Peterson \$100.00                                                          |                                                                                  |                                                                                  |
|                                                                                  | William and Thelma Hoyer \$20.00                                                 |                                                                                  |                                                                                  |

| Community Services & Recreation<br>Donation to Senior Programming<br>May - June |            | Community Services & Recreation<br>Donation to Senior Programming<br>May - June |            | Community Services & Recreation<br>Donation to Senior Programming<br>May - June |  |
|---------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------|--|
| GENERAL                                                                         |            | MEALS ON WHEELS                                                                 |            | LionsHELP                                                                       |  |
| Janet Bowser                                                                    | \$25.00    | Janice Johnstone                                                                | \$50.00    |                                                                                 |  |
| Gregg W. and Roxanne Johnson                                                    | \$75.00    | Dorothy Suchor                                                                  | \$25.00    |                                                                                 |  |
| Dorothy VonDrashek                                                              | \$25.00    | Nanette Jones                                                                   | \$50.00    |                                                                                 |  |
| Mary Hauser                                                                     | \$100.00   | Delpha Close                                                                    | \$30.00    |                                                                                 |  |
| David Rankin                                                                    | \$25.00    | Joseph and Bonnie Selden                                                        | \$50.00    |                                                                                 |  |
| Barbara Harris                                                                  | \$50.00    | Blandine Hogan                                                                  | \$50       |                                                                                 |  |
| Norman I. Christensen                                                           | \$100.00   | Lynn Dittich                                                                    | \$50.00    |                                                                                 |  |
| Shirley Van Hout                                                                | \$20.00    | Mary E. Swanson                                                                 | \$25.00    |                                                                                 |  |
| J.E. Lemay                                                                      | \$50.00    | Cindy Collova                                                                   | \$50.00    |                                                                                 |  |
| Jack an Nancy Dzubnar                                                           | \$25.00    | Arthur nd M. Cleo Niemi                                                         | \$10.00    |                                                                                 |  |
| Lynnette and Michael Larkin                                                     | \$1,000.00 | Marion Hardy                                                                    | \$50.00    |                                                                                 |  |
| Dorothea Zaiger                                                                 | \$500.00   | WBLA TRIAD                                                                      | \$50.00    |                                                                                 |  |
| Phylis R. Storberg                                                              | \$250.00   | Eileen Steiner                                                                  | 25         |                                                                                 |  |
| John McCormick                                                                  | \$200.00   | Sandra Gibson                                                                   | \$25.00    |                                                                                 |  |
| Col. Kenneth S. and Michelle Kasprisin                                          | \$25.00    | Christine Caven                                                                 | \$25.00    |                                                                                 |  |
| Shariyn and Doug Claggett                                                       | \$50.00    | Donna Hagemeyer                                                                 | \$50.00    |                                                                                 |  |
| Kelly Merriman                                                                  | \$50.00    | Mike Marttila                                                                   | \$25.00    |                                                                                 |  |
| Barbara Flatten                                                                 | \$25.00    | Mary C. Lynch                                                                   | \$50.00    |                                                                                 |  |
| White Bear Eye Clinic                                                           | \$100.00   | Sharon Guiser                                                                   | \$80.00    |                                                                                 |  |
| Margaret and John Jones                                                         | \$25.00    | Rita R. Renslow                                                                 | \$100.00   |                                                                                 |  |
| Lenora and Albert Debrunn                                                       | \$125.00   | Ronald and Madonna Ray                                                          | \$50.00    |                                                                                 |  |
| Dorothy and Larry Peters                                                        | \$25.00    | William and Georgia Andersor                                                    | \$50.00    |                                                                                 |  |
| Patricia Walstad                                                                | \$70.00    | Glenn Schuster                                                                  | \$50.00    |                                                                                 |  |
|                                                                                 |            | Dan and Sandra Korthuis                                                         | \$50.00    |                                                                                 |  |
|                                                                                 |            | Jill Dahlhoff                                                                   | \$25.00    |                                                                                 |  |
|                                                                                 |            | John and Bonnie Coghlan                                                         | \$20.00    |                                                                                 |  |
|                                                                                 |            | Larry Carlson                                                                   | \$75.00    |                                                                                 |  |
|                                                                                 |            | John Kirby                                                                      | \$100.00   |                                                                                 |  |
|                                                                                 |            | Bill Foussard                                                                   | \$100.00   |                                                                                 |  |
|                                                                                 |            | Carol Lau                                                                       | \$25.00    |                                                                                 |  |
|                                                                                 |            | Alison Ebbott                                                                   | \$50.00    |                                                                                 |  |
|                                                                                 |            | Deloros D. Hobrough                                                             | \$15.00    |                                                                                 |  |
|                                                                                 |            | Colette Kelly                                                                   | \$100.00   |                                                                                 |  |
|                                                                                 |            | Libby Tweedale                                                                  | \$25.00    |                                                                                 |  |
|                                                                                 |            | Richard and Mary Fosmer                                                         | \$50.00    |                                                                                 |  |
|                                                                                 |            | Dagmar Barton                                                                   | \$15.00    |                                                                                 |  |
|                                                                                 |            | George Slater                                                                   | \$100.00   |                                                                                 |  |
|                                                                                 |            | White Bear Eye Clinic                                                           | \$100.00   |                                                                                 |  |
|                                                                                 |            | Bart and Sharon Benshoof                                                        | \$25.00    |                                                                                 |  |
|                                                                                 |            | Jogn Fortier                                                                    | \$50.00    |                                                                                 |  |
|                                                                                 |            | Vadnais Heights Lions Club                                                      | \$2,000.00 |                                                                                 |  |
|                                                                                 |            | Dennie and Judith Brewer                                                        | \$50.00    |                                                                                 |  |
|                                                                                 |            | Ruth J. Janzen                                                                  | \$100.00   |                                                                                 |  |
|                                                                                 |            | Patricia Meis                                                                   | \$25.00    |                                                                                 |  |
|                                                                                 |            | Mary Jo Henseler                                                                | \$25.00    |                                                                                 |  |
|                                                                                 |            | Mark and Terri                                                                  | \$100.00   |                                                                                 |  |
|                                                                                 |            | Donna Landsverk                                                                 | \$25.00    |                                                                                 |  |
|                                                                                 |            | Susan C. Clancy                                                                 | \$25.00    |                                                                                 |  |
|                                                                                 |            | Judith Peters                                                                   | \$50.00    |                                                                                 |  |
|                                                                                 |            | American Legion                                                                 | \$50.00    |                                                                                 |  |

AGENDA ITEM: Field Trip Requests

MEETING DATE: June 12, 2017

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): Sara Paul, Assistant Superintendent for Teaching and Learning

**Background:**

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

| Date of Trip and Destination                  | Requesting Staff Member | Grade/Team                                                                | Number of School Days Missed | Number of Students Attending | Total Cost per Student and Source of Revenue                                      | Means of Transportation | Purpose of Field Trip                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------|-------------------------|---------------------------------------------------------------------------|------------------------------|------------------------------|-----------------------------------------------------------------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| July 30-August 6<br>Boundary Waters – Ely, MN | Tracy Cook              | Community Services/<br>Youth Development<br>WBLAHS – South Campus<br>AVID | 0                            | 7                            | Total Cost to Student: \$0.00<br><br>Source of Revenue: Youth Development Dollars | YMCA Coach Bus          | Leadership opportunity for AVID students. Individual and team outdoor leadership experience through navigation, route planning, canoeing/portaging, and outdoor skills. In leading this trip it gives each student an opportunity to find their voice and increase their leadership in AVID and school. |

**Recommendation:** The administration recommends the School Board approve this field trip.

**RESOLUTION FOR HUMAN RESOURCES ITEMS**

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

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

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

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

|                                                    |
|----------------------------------------------------|
| <b>RESIGNATIONS/TERMINATION – CLASSIFIED STAFF</b> |
|----------------------------------------------------|

**REBECCA FAULHABER** – Pupil Support Assistant, WBLAHS – South Campus  
Employed by District 624 since 09/01/2014  
Effective Date: 06/08/2017

**ASHLEY RAND** – Pupil Support Assistant, Birch Lake Elementary  
Employed by District 624 since 09/07/2015  
Effective Date: 08/01/2017

|                                                        |
|--------------------------------------------------------|
| <b>RESIGNATIONS/TERMINATION – NON-AFFILIATED STAFF</b> |
|--------------------------------------------------------|

**SALLY HERMES** – Pre-School Teacher, Normandy Park  
Employed by District 624 since 10/08/2010  
Effective Date: 05/25/2017

|                                                   |
|---------------------------------------------------|
| <b>RESIGNATIONS/TERMINATION – CERTIFIED STAFF</b> |
|---------------------------------------------------|

**BRETT ALBIN** – Art Teacher, Sunrise Park and Central Middle School  
Employed by District 624 since 8/22/2016  
Effective Date: 06/09/2017

**STEPHANIE CHRISTENSON** – Spanish Teacher, Oneka Elementary  
Employed by District 624 since 8/20/2014  
Effective Date: 06/09/2017

**COURTNEY GREEN** – Special Education Teacher, Sunrise Park Middle School  
Employed by District 624 since 8/24/2015  
Effective Date: 06/09/2017

**FRANK MALONE** – Industrial Technology Teacher, WBLAHS – North and South Campus  
Employed by District 624 since 08/15/2015  
Effective Date: 06/09/2017

**ANDINA TO** – Grade 1 Teacher, Matoska International  
Employed by District 624 since 08/22/2016  
Effective Date: 06/09/2017

**RETIREMENT – CLASSIFIED STAFF**

**DEBORAH MILNER** – Pupil Support Assistant, WBLAHS – North Campus

Employed by District 624 since 09/20/2009

Effective Date: 06/02/2017

**NANCY NAVIS** – Full Time Cook, WBLAHS – South Campus

Employed by District 624 since 01/07/1991

Effective Date: 06/08/2017

**DIANE PUODZIUNAS** – Media Clerk, Oneka Elementary

Employed by District 624 since 01/06/1999

Effective Date: 06/30/2017

**RETIREMENT - NON-AFFILIATED STAFF**

**ROBERT KUPFERSCHMIDT** – Field Technician, Area Learning Center

Employed by District 624 since 07/16/1978

Effective Date: 07/31/2017

**RETIREMENT – CERTIFIED STAFF**

**LESA BRANDT** – Speech Clinician, Normandy Park

Employed by District 624 since 08/25/1988

Effective Date: 06/13/2017

**CHANGE IN CONTRACT - ADMINISTRATION**

**TIMOTHY WALD** – From Principal, WBLAHS – South Campus

To Assistant Superintendent of Finance and Operations, District Center

\$157,500.00

Effective Date: 07/01/2017

**CHANGE IN CONTRACT – CLASSIFIED STAFF**

**MICHELE BERNDT** – Nutrition Services, WBLAHS – South Campus

From Regular Part Time Cook, 5.5 hours per day to Full Time Cook, 7 hours per day

Effective Date: 04/26/2017

**CHRISTOPHER OLSON** – From Part-Time Custodian, Central Middle School and TEC

To Full-Time Custodian, Sunrise Middle School & Normandy Park

Effective Date: 05/15/2017

|                                             |
|---------------------------------------------|
| <b>CHANGE IN CONTRACT – CERTIFIED STAFF</b> |
|---------------------------------------------|

**DEBORAH DRAEGER** – Special Education Teacher, Willow Lane & Lincoln Elementary

From .8 FTE to 1.0 FTE

Effective Date: 2017/2018 School Year

**ADRIANA KOLODNY** – Spanish Teacher

From .8 FTE, Birch Lake and Otter Lake Elementary

To 1.0 FTE, Birch Lake, Matoska and Oneka Elementary

Effective Date: 2017/2018 School Year

**MARISA MCGLYNN** – School Psychologist, WBLAHS – South Campus

From .5 FTE to .6 FTE

Effective Date: 2017/2018 School Year

**ROCHELLE MICHEL** – Peer Reviewer, District Center

To .4 Peer Reviewer and Non-Affiliated .6 AVID Lead

Effective Date: 2017/2018 School Year

|                                                  |
|--------------------------------------------------|
| <b>PART TIME LEAVE REQUEST – CERTIFIED STAFF</b> |
|--------------------------------------------------|

**JANE EDGELL** – ECSE Teacher, Normandy Park

Leave .2 (Position .8)

Effective Date: 2017/2018 School Year

**ROCHELLE MICHEL** – Peer Reviewer, District Center

Leave .6 (Position .4)

Effective: 2017/2018 School Year

**HUI XU** – Chinese Teacher, Lincoln Elementary, WBLAHS – North and South Campus

Leave .2 (Position .8)

Effective Date: 2017/2018 School Year

|                                                 |
|-------------------------------------------------|
| <b>PART TIME LEAVE REQUEST – NON-AFFILIATED</b> |
|-------------------------------------------------|

**JILL JENDERNY** – Teaching and Learning Coordinator, District Center

Leave .2 (Position .8)

Effective Date: 07/01/2017

|                                                  |
|--------------------------------------------------|
| <b>FULL TIME LEAVE REQUEST – CERTIFIED STAFF</b> |
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**JEANNE ANDERSON** – Grade 1 Teacher, Lakeaires Elementary

Employed by District 624 since 08/22/1985

Effective Date: 2017-2018 School Year

**CHARLENE CADY** – Special Education Teacher, Central Middle School

Employed by District 624 since 08/23/1984

Effective Date: 2017-2018 School Year

**ODELIS GARCIA ANDERSON** – Music Teacher, Sunrise Park Middle School

Employed by District 624 since 08/21/2008

Effective Date: 05/12/2017 through 06/09/2017

**ANNE KRONEBUSCH** – Grade 4 Teacher, Oneka Elementary

Employed by District 624 since 08/26/2010

Effective Date: 2017/2018 School Year

|                                           |
|-------------------------------------------|
| <b>EXTRA ASSIGNMENT – CERTIFIED STAFF</b> |
|-------------------------------------------|

**JOSEPH DIMEGLIO** – .1 FTE Industrial Technology Teacher, Central Middle School

MA+45, Step 13, \$8,571.30

Effective Date: 2017/2018 School Year

**MELANIE TLUSTY** – .1 FTE Choir Teacher, Central Middle School

BA, Step 4, \$4,449.50

Effective Date: 2017/2018 School Year

|                                             |
|---------------------------------------------|
| <b>NEW PERSONNEL – NON-AFFILIATED STAFF</b> |
|---------------------------------------------|

**KYLE CARLINSCHAUER** – Out of School Time Site Supervisor, Matoska Elementary

\$4,430.76(Pro-rated on \$48,000.00)

Effective Date: 05/30/2017

**STEPHANIE KANE-BURBACK** – Out of School Time Site Supervisor, Birch Lake Elementary

\$5,538.60(Pro-rated on \$48,000.00)

Effective Date: 05/22/2017

**BRIANA MACPHEE** – Cultural Liaison, District Wide

\$58,000.00

Effective Date: 08/01/2017

|                                         |
|-----------------------------------------|
| <b>NEW PERSONNEL – CLASSIFIED STAFF</b> |
|-----------------------------------------|

**ALEXANDER HENNESSEY** – Student Supervisor, Sunrise Park Middle School

\$18.00/hr., 8.0 hrs./ 179 days \$22,776.00

Effective Date: 2017-2018 School Year

**STEVEN KOBILKA** – Part Time Custodian, Central Middle School and Transition Education Center

\$17.46/hr., 5.5 hrs./ 30 days \$2,922.14

Effective Date: 05/22/2017

**MARGARET MCGLADDERY** – Health Assistant, WBLAHS – North Campus  
\$17.99/hr., 7.0 hrs./ 185 days \$23,297.05  
Effective Date: 08/25/2017

|                                        |
|----------------------------------------|
| <b>NEW PERSONNEL – CERTIFIED STAFF</b> |
|----------------------------------------|

**EDENIA BABOLTZ** – Early Childhood Special Education Teacher, Normandy Park  
MA, Step 6, \$53,551.00  
Effective Date: 2017/2018 School Year

**BEN CRAIG** – Social Studies Teacher, Area Learning Center  
MA, Step 2, \$47,368  
Effective Date: 2017/2018 School Year

**MEGAN HIBBARD** – Grade 5 Teacher, Otter Lake Elementary  
MA, Step 1, \$45,933.00  
Effective Date: 2017/2018 School Year

**VANESSA HOUSE** – Licensed School Nurse, Matoska and Sunrise Park Middle School  
BA, Step 5, \$45,960.00  
Effective Date: 2017/2018 School Year

**JEREMY KERG** – College and Career Pathway Counselor, WBLAHS – South Campus  
MA+60/Education Specialist, Step 10, \$68,549.00  
Effective Date: 2017/2018 School Year

**STEPHANIE KING** – Grade 1 Teacher, Lakeaires Elementary  
BA, Step 3, \$43,026.00  
Effective Date: 2017/2018 School Year

**ABBEY KNISELY** – Speech and Language Pathologist, Otter Lake Elementary  
MA, Step 1, \$45,933.00 plus CCC's, \$1,500.00  
Effective Date: 2017/2018 School Year

**LORI MOSSER** – Dean of Students, Central Middle School  
\$84,000.00  
Effective Date: 2017/2018 School Year

**BARBARA MURRAY** – .6 FTE Mathematics Teacher, Sunrise Park Middle School  
BA, Step 1, \$24,855.00  
Effective Date: 2017/2018 School Year

**ANGELA PETERSON** – .6 FTE Mathematics Teacher, WBLAHS – North Campus  
MA+30, Step 12, \$42,658.00  
Effective Date: 2017/2018 School Year

**TREVOR ROTH** – School Psychologist, Birch Lake Elementary  
MA+30, Step 1, \$47,638  
Effective Date: 2017/2018 School Year

**KIRSTIE SCHNECK** – Speech and Language Pathologist, Otter and Lincoln Elementary and Central  
MA, Step 4, \$48,403.00  
Effective Date: 2017/2018 School Year

**AMANDA SCHROEDER** – Reading Teacher, Central Middle School  
MA, Step 10, \$62,807.00  
Effective Date: 2017/2018 School Year

**JULIA STEDMAN** – Grade 4 Teacher, Matoska International  
BA, Step 1, \$41,425.00  
Effective Date: 2017/2018 School Year

**TROY STRAND** – Digital Learning Specialist, District Wide  
MA, Step 8, \$58,369.00  
Effective: 2017-2018 School Year

**MATHEW STEPHENS** – Language Arts Teacher, WBLAHS – North Campus  
BA, Step 1, \$41,425.00  
Effective Date: 2017/2018 School Year

**RACHEL WHITE** – Language Arts Teacher, Sunrise Park Middle School  
BA+15, Step 4, \$45,540.00  
Effective Date: 2017/2018 School Year

|                                |
|--------------------------------|
| <b>NEW PERSONNEL - CABINET</b> |
|--------------------------------|

**MITCHELL COOPER** – Director of Human Resources, District Center  
\$5,019.21 (Pro-rates on annual salary of \$145,000.00)  
Effective Date: 06/20/2017

|                                               |
|-----------------------------------------------|
| <b>LONG TERM SUBSTITUTE - CERTIFIED STAFF</b> |
|-----------------------------------------------|

**SUZANNE MCDOWELL** – Language Arts Teacher, WBLAHS – South Campus  
MA, Step 13, \$72,619  
Effective Date: 2017-2018 School Year

**JACLYN ZAKRZEWSKI** – Intervention Teacher, Oneka Elementary  
BA, Step 2, \$42,268  
Effective Date: 2017-2018 School Year

# **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: **White Bear Lake Student Astronomical Association**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Mark Garrison, Director of Technology and Innovation**

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**BACKGROUND:**

WBLSAA (White Bear Lake Student Astronomical Association) partnered with South Campus (Cassie Knutson), Matoska (Jeanne Mack) and the University of Minnesota to learn about, experiment with, and participate in a high altitude ballooning. Our balloon traveled to approximately 100,000 ft with two bears and multiple experiments related to sound, pressure, and temperature. The balloon brought back a large amount of data for students to analyze and some spectacular pictures. We are excited to share our story.

AGENDA ITEM: **Community Survey Highlights**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Wayne A. Kazmierczak, Assistant Superintendent of Finance & Operations**

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**BACKGROUND:**

Earlier this spring, Springsted, Inc. conducted a community survey related to the District's upcoming operating levy renewal referendum. At the May 22, 2017 work-study meeting, Dr. Kelly Smith from Springsted presented the results of the survey. At the June 12, 2017 regular School Board meeting, highlights from the community survey will be shared.

AGENDA ITEM: **Superintendent's Report**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Information Item**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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BACKGROUND:

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

AGENDA ITEM: **Thank You from the School Board**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Information Item**  
CONTACT PERSON(S): **Janet Newberg, School Board Chair**  
**Don Mullin, School Board Vice-Chair**

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BACKGROUND:

The School Board members would like to thank Dr. Lovett for his service as Superintendent of Schools since 2008.

# **D. DISCUSSION ITEMS**

AGENDA ITEM: **Policy 202, School Board Officers**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Discussion Item**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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**BACKGROUND:**

School Board Policy 202, School Board Officers, was reviewed by the School Board Policy Committee and Cabinet. There are changes to this policy.

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

**RECOMMENDATION:**

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10 School Board meeting agenda or a subsequent meeting for action.

*Adopted: November 13, 1995*

*White Bear Lake Area School Board Policy 202*

*Revised: November 8, 2007*

*Revised: October 8, 2012*

*Revised: November 8, 2010*

## **202 SCHOOL BOARD OFFICERS**

### **I. PURPOSE**

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

### **II. GENERAL STATEMENT OF POLICY**

- A. The school board shall meet annually and organize by selecting a chair, a clerk, a treasurer and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

### **III. ORGANIZATION**

The school board shall meet annually on the first Monday in January, or as soon thereafter as practicable, and organize by selecting a chair, vice-chair, clerk, treasurer, and such other officers as determined by the school board. These officers shall hold office for one-year and until their successors are elected and qualify.

- A. The persons who perform the duties of clerk and treasurer need not be members of the school board.
- B. The school board by resolution may combine the duties of the offices of clerk and treasurer in a single person in the office of business affairs.

### **IV. OFFICER'S RESPONSIBILITIES**

- A. Chair.
  - 1. The chair when present shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions and perform all duties a chair usually performs.

2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.

B. Treasurer.

1. The treasurer shall deposit the funds of the school district in the official depository.
2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.
3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minn. Stat. § 124.06.

C. Clerk.

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before September 15 of each year, the clerk shall:
  - a. file with the school board a report of the revenues, expenditures and balances in each fund for the preceding fiscal year.
  - b. make and transmit to the ~~commissioner~~ Commissioner of the Minnesota Department of Education certified reports, showing:
    - (1) revenues and expenditures in detail, and such other financial information required by law, rule, or as may be called for by the commissioner;
    - (2) length of school term and enrollment and attendance by grades; and
    - (3) other items of information as called for by the commissioner.
4. The clerk or designee shall ensure that all records required are maintained as required by statute including ~~shall enter into the clerk's record book copies of all reports and of the teachers' term reports, and of the~~

proceedings of any meeting; and ~~keep~~ an itemized account of all expenses of the school district.

5. The clerk or designee shall furnish to the county auditor, on or before September 30 of each year, an attested copy of the clerk's record, showing the amount of proposed property tax voted by the school district or the school board for school purposes.
6. The clerk or designee shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.
8. The clerk shall perform the duties of the chair in the event of the chair's and vice-chair's temporary absences.

D. Vice-Chair

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

E. Superintendent.

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
  - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
  - b. recommend to the school board employment and dismissal of teachers;
  - c. annually evaluate each school principal assigned responsibility for supervising a school building within the district;
  - d. superintend school grading practices and examinations for promotions;
  - e. make reports required by the commissioner; and

- f. perform other duties prescribed by the school board.

***Legal References:*** Minn. Stat. § 123B.12 (Finance)  
Minn. Stat. § 123B.14 (Officers)  
Minn. Stat. § 123B.143 (Superintendent)  
Minn. Stat. § 126C.17 (Referendum Revenue)  
Minn. Stat. Ch. 205A (School District Elections)

***Cross References:*** WBLASB Policy 101 (Legal Status of the School District)  
WBLASB Policy 201 (Legal Status of the School Board)  
WBLASB Policy 203 (Operation of the School Board-Governing Rules)  
MSBA/MASA Service Manual, Chapter 1, School District Governance,  
Powers and Duties

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

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Discussion Item**

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

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**BACKGROUND:**

School Board Policy 210, Conflict of Interest – School Board Members, was reviewed by the School Board Policy Committee and Cabinet. There are minor changes to this policy.

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

**RECOMMENDATION:**

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10 School Board meeting agenda or a subsequent meeting for action.

*Adopted: November 13, 1995*

White Bear Lake Area School Board Policy 210

*Revised: January 10, 2005*

*Revised: March 9, 2009*

*Revised: December 14, 2009*

## **210 CONFLICT OF INTEREST - SCHOOL BOARD MEMBERS**

### **I. PURPOSE**

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

### **II. GENERAL STATEMENT OF POLICY**

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

### **III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS**

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

only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law; A contract made under this exception will be void unless the following procedures are observed:
  - a. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
  - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
  - c. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating:
    - (1) The name of the school board member and the office held;
    - (2) An itemization of the goods or services furnished;
    - (3) The contract price;
    - (4) The reasonable value;
    - (5) The interest of the school board member in the contract; and
    - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting where all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee where there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a

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

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

#### **IV. LIMITATIONS ON RELATED EMPLOYEES**

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

#### **V. CONFLICTS PRIOR TO TAKING OFFICE**

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

#### **VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS**

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

- Legal References:*** Minn. Stat. 122A.40, Subd. 3 (Teacher Hiring, Dismissal)  
Minn. Stat. 123B.195 (Board Member's Right to Employment)  
Minn. Stat. 471.87 (Public Officers; Interest in Contract; Penalty)  
Minn. Stat. 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21 (Exceptions)  
Minn. Stat. 471.89 (Contract, When Void)  
Op. Atty. Gen. 437-A-4, March 15, 1935  
Op. Atty. Gen. 90-C-5, July 30, 1940  
Op. Atty. Gen. 90-A, August 14, 1957
- Cross References:*** MSBA Model Policy 101 (Legal Status of the School Board)  
WBLASB Policy 209 (Code of Ethics)  
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

AGENDA ITEM: **Policy 402, Disability Nondiscrimination Policy**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Discussion Item**  
CONTACT PERSON(S): **Linda Goers, Director of Human Resources**  
**Kathleen Daniels, Director of Student Support**  
**Services**

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**BACKGROUND:**

School Board Policy 402, Disability Nondiscrimination Policy, was reviewed by the School Board Policy Committee and Cabinet. There are minor changes to this policy.

The purpose of this policy is to ensure disability nondiscrimination in employment as provided in state and federal law.

**RECOMMENDATION:**

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10 School Board meeting agenda or a subsequent meeting for action.

*Adopted: April 29, 1996*  
*Revised: May 9, 2005*

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

## **402 DISABILITY NONDISCRIMINATION POLICY**

### **I. PURPOSE**

The purpose of this policy is to ~~provide~~ ensure disability nondiscrimination in employment as provided in state and federal law ~~a fair employment setting for all persons and to comply with state and federal law.~~

### **II. GENERAL STATEMENT OF POLICY**

- A. The school district shall not discriminate against qualified individuals with disabilities, because of the disabilities, with regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions or privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known ~~physical or mental limitations~~ disability of an otherwise qualified individual ~~with a disability~~ who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact the ~~Director of Personnel~~ Director of Human Resources, 4855 Bloom Avenue, White Bear Lake, MN 55110, 651-407-7550. ~~who~~ This individual serves as one of the school district's appointed ADA/Section 504 coordinators.

**Legal References:** Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
29 U.S.C. 794 *et seq.* (504 of Rehabilitation Act of 1973 Rehabilitation Act of 1973, §504)  
42 U.S.C., Ch. 126 § 12112 (Americans s with Disabilities Act)  
29 C.F.R. Part 32  
34 C.F.R. Part 104

**Cross References:** WBLASB Policy 521 (Student Disability Nondiscrimination)

# **E. OPERATIONAL ITEMS**

AGENDA ITEM: **Approval of Fiscal Year 2018 Preliminary Budget**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Operational Item**  
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent for Finance & Operations**

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**BACKGROUND:**

Attached please find the District's Fiscal Year 2018 Preliminary Budget that will be presented for approval at the June 12, 2017 School Board meeting. The budget was discussed at the May 22, 2017 work-study meeting. Adjustments to the budget were made based on that discussion; additionally, Minnesota's 2017 legislative session ended on May 26, 2017 following a special session. Adjustments to the budget were made to reflect the results of the legislative session. The following is a summary of the preliminary budget:

|                                                     | Beginning<br>Fund Balance | Revenues and<br>Other Sources | Expenditures | Ending<br>Fund Balance |
|-----------------------------------------------------|---------------------------|-------------------------------|--------------|------------------------|
| General Fund (01, 03, 05)                           | 15,874,523                | 106,165,153                   | 106,056,755  | 15,931,162             |
| Food Service Fund (02)                              | 329,024                   | 4,567,275                     | 4,555,196    | 341,103                |
| Community Service Fund (04)                         | 1,470,731                 | 5,224,627                     | 5,303,400    | 1,391,958              |
| Debt Service (07)                                   | 1,421,500                 | 4,815,800                     | 5,059,666    | 1,177,634              |
| Other Post Employment Benefits<br>Debt Service (47) | 874,017                   | 6,171,522                     | 5,887,663    | 1,157,876              |

**RECOMMENDATION:**

Suggested Action: Approve the fiscal year 2018 Preliminary Budget as presented.

**White Bear Lake Area Schools**  
**General, Nutritional Services, and Community Services Funds--Revenues and Expenditures Summary**  
**Preliminary FY18 and Projected FY19, FY20 & FY21 Budgets**

|                                                              | Actual<br>2016 | Revised<br>2017 | Preliminary<br>2018 | Projected<br>2019 | Projected<br>2020 | Projected<br>2021  |
|--------------------------------------------------------------|----------------|-----------------|---------------------|-------------------|-------------------|--------------------|
| <b>General Fund</b>                                          |                |                 |                     |                   |                   |                    |
| Revenue                                                      |                |                 |                     |                   |                   |                    |
| Local sources                                                |                |                 |                     |                   |                   |                    |
| Property taxes                                               | \$ 23,170,610  | \$ 23,436,477   | \$ 23,390,625       | \$ 23,624,531     | \$ 23,860,776     | \$ 24,099,384      |
| Investment earnings                                          | 75,992         | 100,000         | 160,000             | 175,000           | 180,000           | 180,000            |
| Other                                                        | 3,637,559      | 3,261,178       | 3,400,000           | 3,400,000         | 3,400,000         | 3,400,000          |
| State sources                                                | 61,295,757     | 60,964,418      | 62,519,295          | 64,139,681        | 65,341,776        | 66,321,903         |
| Special Education                                            | 9,952,820      | 11,100,000      | 12,436,918          | 12,996,579        | 13,613,917        | 14,226,543         |
| Federal sources                                              | 2,544,801      | 2,817,040       | 2,808,315           | 2,808,315         | 2,808,315         | 2,808,315          |
| Total revenue                                                | 100,677,539    | 101,679,113     | 104,715,153         | 107,144,107       | 109,204,784       | 111,036,145        |
| Expenditures                                                 |                |                 |                     |                   |                   |                    |
| Current                                                      |                |                 |                     |                   |                   |                    |
| Administration                                               | 4,319,876      | 4,462,374       | 4,576,783           | 4,666,353         | 4,727,713         | 4,820,116          |
| District support services                                    | 1,927,834      | 1,945,881       | 1,957,067           | 1,990,313         | 2,024,168         | 2,058,648          |
| Elementary and secondary regular instruction                 | 46,242,132     | 47,616,298      | 48,541,074          | 50,399,393        | 51,509,811        | 52,653,841         |
| Vocational education instruction                             | 880,860        | 923,201         | 929,441             | 947,050           | 965,050           | 983,453            |
| Special education instruction                                | 19,818,791     | 20,311,108      | 20,863,016          | 21,292,821        | 21,732,595        | 22,182,584         |
| Instructional support services                               | 8,247,943      | 7,686,047       | 7,799,475           | 7,912,451         | 8,041,211         | 8,176,706          |
| Pupil support services                                       | 4,277,020      | 4,303,920       | 4,452,532           | 4,540,538         | 4,630,319         | 4,721,923          |
| Transportation                                               | 6,212,524      | 6,206,930       | 6,877,658           | 6,979,435         | 7,028,566         | 7,208,243          |
| Sites and buildings                                          | 8,619,133      | 8,549,127       | 8,688,529           | 8,217,153         | 8,342,956         | 8,470,991          |
| Fiscal and other fixed cost programs                         | 318,315        | 318,315         | 300,000             | 300,000           | 300,000           | 300,000            |
| Debt service                                                 |                |                 |                     |                   |                   |                    |
| Principal                                                    | 731,156        | 664,080         | 690,180             | 717,200           | 745,270           | 779,432            |
| Interest and fiscal charges                                  | 434,999        | 406,880         | 381,000             | 353,900           | 325,780           | 296,547            |
| Total expenditures                                           | 102,030,583    | 103,394,161     | 106,056,755         | 108,316,607       | 110,373,439       | 112,652,484        |
| Excess (deficiency) of revenue over expenditures             | (1,353,044)    | (1,715,048)     | (1,341,602)         | (1,172,500)       | (1,168,655)       | (1,616,339)        |
| Other financing sources (uses)                               |                |                 |                     |                   |                   |                    |
| District Reserves                                            |                |                 |                     |                   |                   |                    |
| Assigned for Secondary Facilities                            |                | 500,000         | 500,000             |                   |                   |                    |
| Assigned for Construction & Capital Improvements             |                | 450,000         | 250,000             | 150,000           | 150,000           | 150,000            |
| Assigned for Carryovers                                      |                | 610,000         | 350,000             | 350,000           | 350,000           | 350,000            |
| Assigned for Strategic Priorities                            |                | 250,000         | 50,000              | 50,000            | 20,000            | 20,000             |
| Student Transportation Vehicles                              |                |                 | 300,000             | 130,000           |                   |                    |
| Capital lease issued                                         |                |                 |                     |                   |                   |                    |
| Proceeds from sale of assets                                 | 26,846         |                 |                     |                   |                   |                    |
| Prior Period Adjustment                                      |                |                 |                     |                   |                   |                    |
| Transfer In                                                  | 1,340,000      |                 |                     |                   |                   |                    |
| Transfer to Community Service Fund                           |                |                 |                     |                   |                   |                    |
| Total other financing sources (uses)                         | 1,366,846      | 1,810,000       | 1,450,000           | 680,000           | 520,000           | 520,000            |
| <b>Net change in fund balances</b>                           | <b>13,802</b>  | <b>94,952</b>   | <b>108,398</b>      | <b>(492,500)</b>  | <b>(648,655)</b>  | <b>(1,096,339)</b> |
| Fund balances                                                |                |                 |                     |                   |                   |                    |
| Beginning of year                                            | 27,491,342     | 27,505,144      | 27,600,096          | 27,708,494        | 27,215,994        | 26,567,339         |
| Ending Fund Balance (Assigned and Unassigned)                | \$ 27,505,144  | \$ 27,600,096   | \$ 27,708,494       | \$ 27,215,994     | \$ 26,567,339     | \$ 25,471,000      |
| Ending Fund Balance (Unassigned)                             | \$ 15,779,571  | \$ 15,874,523   | \$ 15,931,162       | \$ 15,438,662     | \$ 14,790,007     | \$ 13,693,668      |
| <b>Ending Fund Balance (Unassigned as % of expenditures)</b> | <b>15.5%</b>   | <b>15.4%</b>    | <b>15.0%</b>        | <b>14.3%</b>      | <b>13.4%</b>      | <b>12.2%</b>       |
| <b>Nutritional Services</b>                                  |                |                 |                     |                   |                   |                    |
| Revenues                                                     | 4,435,030      | 4,434,266       | 4,567,275           | 4,635,784         | 4,705,321         | 4,775,901          |
| Expenditures                                                 | 4,347,742      | 4,425,682       | 4,555,196           | 4,646,300         | 4,739,226         | 4,834,010          |
| Excess (deficiency) of revenue over expenditures             | 87,288         | 8,584           | 12,079              | (10,516)          | (33,905)          | (58,109)           |
| Ending Fund Balance                                          | \$ 320,440     | \$ 329,024      | \$ 341,103          | \$ 330,587        | \$ 296,682        | \$ 238,573         |
| Ending Fund Balance (as % of expenditures)                   | 7.4%           | 7.4%            | 7.5%                | 7.1%              | 6.3%              | 4.9%               |
| <b>Community Services</b>                                    |                |                 |                     |                   |                   |                    |
| Revenues                                                     | 5,343,584      | 5,342,008       | 5,224,627           | 5,355,243         | 5,489,124         | 5,626,352          |
| General Fund Transfer                                        |                |                 |                     |                   |                   |                    |
| Expenditures                                                 | 5,250,818      | 5,342,008       | 5,303,400           | 5,396,210         | 5,490,643         | 5,586,729          |
| Excess (deficiency) of revenue over expenditures             | 92,766         | —               | (78,773)            | (40,967)          | (1,519)           | 39,622             |
| Ending Fund Balance                                          | \$ 1,470,731   | \$ 1,470,731    | \$ 1,391,958        | \$ 1,350,991      | \$ 1,349,472      | \$ 1,389,094       |
| Ending Fund Balance (as % of expenditures)                   | 28.0%          | 27.5%           | 26.2%               | 25.0%             | 24.6%             | 24.9%              |

**White Bear Lake Area Schools**  
**General Fund Revenues and Expenditures Detail**  
**Preliminary FY18 and Projected FY19, FY20 & FY21 Budgets**

|                                                       | Actual<br>2015 | Actual<br>2016 | Revised<br>2017 Budget | Preliminary<br>2018 Budget | Projected<br>2019 Budget | Projected<br>2020 Budget | Projected<br>2021 Budget |
|-------------------------------------------------------|----------------|----------------|------------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| 1 Revenue                                             |                |                |                        |                            |                          |                          |                          |
| 2 Local sources                                       |                |                |                        |                            |                          |                          |                          |
| 3 Property taxes                                      | \$ 23,587,670  | \$ 23,170,610  | \$ 23,436,477          | \$ 23,390,625              | \$ 23,624,531            | \$ 23,860,776            | \$ 24,099,384            |
| 4 Investment earnings                                 | 49,506         | 75,992         | 100,000                | 160,000                    | 175,000                  | 180,000                  | 180,000                  |
| 5 Other                                               | 1,309,465      | 3,637,559      | 3,261,178              | 3,400,000                  | 3,400,000                | 3,400,000                | 3,400,000                |
| 6 State sources                                       | 55,952,733     | 61,295,757     | 60,964,418             | 62,519,295                 | 64,139,681               | 65,341,776               | 66,321,903               |
| 7 Special Education                                   | 10,437,669     | 9,952,820      | 11,100,000             | 12,436,918                 | 12,996,579               | 13,613,917               | 14,226,543               |
| 8 Federal sources                                     | 2,725,971      | 2,544,801      | 2,817,040              | 2,808,315                  | 2,808,315                | 2,808,315                | 2,808,315                |
| 9 Total revenue                                       | 94,063,014     | 100,677,539    | 101,679,113            | 104,715,153                | 107,144,107              | 109,204,784              | 111,036,145              |
| 10                                                    |                |                |                        |                            |                          |                          |                          |
| 11 Expenditures                                       |                |                |                        |                            |                          |                          |                          |
| 12 Current                                            |                |                |                        |                            |                          |                          |                          |
| 13 Administration                                     |                |                |                        |                            |                          |                          |                          |
| 14 Salaries                                           | 3,082,025      | 3,012,814      | 3,101,181              | 3,162,697                  | 3,225,955                | 3,290,476                | 3,356,284                |
| 15 Employee benefits                                  | 1,014,640      | 1,021,193      | 1,016,859              | 1,049,760                  | 1,072,431                | 1,095,591                | 1,119,262                |
| 16 Purchased services                                 | 178,745        | 211,705        | 266,333                | 286,325                    | 289,188                  | 262,081                  | 264,213                  |
| 17 Supplies and materials                             | 35,654         | 15,133         | 17,000                 | 17,000                     | 17,170                   | 17,341                   | 17,513                   |
| 18 Other expenditures                                 | 57,012         | 59,031         | 61,001                 | 61,001                     | 61,609                   | 62,224                   | 62,844                   |
| 19 Total administration                               | 4,368,076      | 4,319,876      | 4,462,374              | 4,576,783                  | 4,666,353                | 4,727,713                | 4,820,116                |
| 20                                                    |                |                |                        |                            |                          |                          |                          |
| 21 District support services                          |                |                |                        |                            |                          |                          |                          |
| 22 Salaries                                           | 821,313        | 923,550        | 943,693                | 962,566                    | 981,818                  | 1,001,455                | 1,021,484                |
| 23 Employee benefits                                  | 294,012        | 331,324        | 349,571                | 361,876                    | 369,543                  | 377,371                  | 385,368                  |
| 24 Purchased services                                 | 489,417        | 513,706        | 541,577                | 521,585                    | 526,802                  | 532,069                  | 537,391                  |
| 25 Supplies and materials                             | 45,423         | 134,299        | 86,000                 | 86,000                     | 86,860                   | 87,730                   | 88,607                   |
| 26 Capital expenditures                               | -              | -              | -                      | -                          | -                        | -                        | -                        |
| 27 Other expenditures                                 | 12,680         | 24,955         | 25,040                 | 25,040                     | 25,290                   | 25,543                   | 25,798                   |
| 28 Total district support services                    | 1,662,845      | 1,927,834      | 1,945,881              | 1,957,067                  | 1,990,313                | 2,024,168                | 2,058,648                |
| 29                                                    |                |                |                        |                            |                          |                          |                          |
| 30 Elementary and secondary regular instruction       |                |                |                        |                            |                          |                          |                          |
| 31 Salaries                                           | 29,354,377     | 29,975,287     | 31,732,415             | 32,489,516                 | 33,817,582               | 34,681,692               | 35,569,080               |
| 32 Employee benefits                                  | 10,232,305     | 11,476,043     | 11,227,568             | 11,498,490                 | 11,731,509               | 11,969,477               | 12,212,543               |
| 33 Purchased services                                 | 1,172,408      | 1,380,751      | 1,467,901              | 1,463,642                  | 1,472,996                | 1,482,442                | 1,491,985                |
| 34 Supplies and materials                             | 834,607        | 2,992,430      | 2,231,406              | 2,657,970                  | 2,944,907                | 2,941,963                | 2,944,139                |
| 35 Capital expenditures                               | 188,815        | 224,133        | 406,500                | 235,395                    | 234,518                  | 234,518                  | 234,518                  |
| 36 Other expenditures                                 | 176,208        | 193,488        | 550,508                | 196,061                    | 197,881                  | 199,719                  | 201,576                  |
| 37 Total elementary and secondary regular instruction | 41,958,720     | 46,242,132     | 47,616,298             | 48,541,074                 | 50,399,393               | 51,509,811               | 52,653,841               |
| 38                                                    |                |                |                        |                            |                          |                          |                          |
| 39 Vocational education instruction                   |                |                |                        |                            |                          |                          |                          |
| 40 Salaries                                           | 367,893        | 421,732        | 374,083                | 383,887                    | 393,953                  | 404,288                  | 414,899                  |
| 41 Employee benefits                                  | 151,726        | 176,976        | 164,971                | 183,741                    | 187,774                  | 191,893                  | 196,105                  |
| 42 Purchased services                                 | 393,557        | 247,348        | 354,898                | 354,898                    | 358,408                  | 361,954                  | 365,534                  |
| 43 Supplies and materials                             | 38,573         | 34,804         | 29,249                 | 6,915                      | 6,915                    | 6,915                    | 6,915                    |
| 44 Capital expenditures                               | -              | -              | -                      | -                          | -                        | -                        | -                        |
| 45 Other expenditures                                 | -              | -              | -                      | -                          | -                        | -                        | -                        |
| 46 Total vocational education instruction             | 951,749        | 880,860        | 923,201                | 929,441                    | 947,050                  | 965,050                  | 983,453                  |
| 47                                                    |                |                |                        |                            |                          |                          |                          |
| 48 Special education instruction                      |                |                |                        |                            |                          |                          |                          |
| 49 Salaries                                           | 12,948,975     | 13,374,974     | 13,845,714             | 14,145,911                 | 14,453,271               | 14,767,968               | 15,090,173               |
| 50 Employee benefits                                  | 5,126,142      | 5,619,844      | 5,697,810              | 5,949,521                  | 6,065,986                | 6,185,020                | 6,306,704                |
| 51 Purchased services                                 | 491,506        | 712,470        | 545,692                | 545,692                    | 550,227                  | 554,811                  | 559,439                  |
| 52 Supplies and materials                             | 176,980        | 91,542         | 139,322                | 139,322                    | 140,476                  | 141,641                  | 142,816                  |
| 53 Capital expenditures                               | 28,020         | 16,049         | 50,000                 | 50,000                     | 50,000                   | 50,000                   | 50,000                   |
| 54 Other expenditures                                 | 31,000         | 3,912          | 32,570                 | 32,570                     | 32,861                   | 33,155                   | 33,452                   |
| 55 Total special education instruction                | 18,802,623     | 19,818,791     | 20,311,108             | 20,863,016                 | 21,292,821               | 21,732,595               | 22,182,584               |
| 56                                                    |                |                |                        |                            |                          |                          |                          |
| 57 Instructional support services                     |                |                |                        |                            |                          |                          |                          |
| 58 Salaries                                           | 3,738,896      | 4,158,098      | 4,198,238              | 4,282,198                  | 4,367,841                | 4,455,198                | 4,544,297                |
| 59 Employee benefits                                  | 1,271,418      | 1,552,849      | 1,549,441              | 1,593,450                  | 1,628,454                | 1,664,230                | 1,700,803                |
| 60 Purchased services                                 | 255,599        | 342,621        | 316,210                | 316,210                    | 319,373                  | 322,568                  | 325,795                  |
| 61 Supplies and materials                             | 65,697         | 88,344         | 112,189                | 76,247                     | 81,109                   | 77,779                   | 78,556                   |
| 62 Capital expenditures                               | 2,452,663      | 2,104,807      | 939,465                | 960,866                    | 939,465                  | 939,465                  | 939,465                  |
| 63 Other expenditures                                 | -              | 1,224          | 570,504                | 570,504                    | 576,209                  | 581,971                  | 587,790                  |
| 64 Total instructional support service                | 7,784,273      | 8,247,943      | 7,686,047              | 7,799,475                  | 7,912,451                | 8,041,211                | 8,176,706                |
| 65                                                    |                |                |                        |                            |                          |                          |                          |
| 66 Pupil support services                             |                |                |                        |                            |                          |                          |                          |
| 67 Salaries                                           | 2,572,490      | 2,753,256      | 2,910,164              | 2,994,885                  | 3,054,967                | 3,116,251                | 3,178,762                |
| 68 Employee benefits                                  | 957,646        | 1,082,104      | 1,073,241              | 1,118,245                  | 1,142,773                | 1,167,842                | 1,193,474                |
| 69 Purchased services                                 | 77,348         | 213,534        | 183,917                | 221,365                    | 223,579                  | 225,816                  | 228,075                  |
| 70 Supplies and materials                             | 40,013         | 130,676        | 43,087                 | 57,437                     | 58,013                   | 58,592                   | 59,176                   |
| 71 Capital expenditures                               | -              | -              | -                      | -                          | -                        | -                        | -                        |
| 72 Other expenditures                                 | 244,410        | 97,450         | 93,511                 | 60,600                     | 61,206                   | 61,818                   | 62,436                   |
| 73 Total pupil support services                       | 3,891,907      | 4,277,020      | 4,303,920              | 4,452,532                  | 4,540,538                | 4,630,319                | 4,721,923                |

|     | Actual<br>2015 | Actual<br>2016 | Revised<br>2017 Budget | Preliminary<br>2018 Budget | Projected<br>2019 Budget | Projected<br>2020 Budget | Projected<br>2021 Budget |
|-----|----------------|----------------|------------------------|----------------------------|--------------------------|--------------------------|--------------------------|
| 77  |                |                |                        |                            |                          |                          |                          |
| 78  |                |                |                        |                            |                          |                          |                          |
| 79  |                |                |                        |                            |                          |                          |                          |
| 80  |                |                |                        |                            |                          |                          |                          |
| 81  |                |                |                        |                            |                          |                          |                          |
| 82  |                |                |                        |                            |                          |                          |                          |
| 83  |                |                |                        |                            |                          |                          |                          |
| 84  |                |                |                        |                            |                          |                          |                          |
| 85  |                |                |                        |                            |                          |                          |                          |
| 86  |                |                |                        |                            |                          |                          |                          |
| 87  |                |                |                        |                            |                          |                          |                          |
| 88  |                |                |                        |                            |                          |                          |                          |
| 89  |                |                |                        |                            |                          |                          |                          |
| 90  |                |                |                        |                            |                          |                          |                          |
| 91  |                |                |                        |                            |                          |                          |                          |
| 92  |                |                |                        |                            |                          |                          |                          |
| 93  |                |                |                        |                            |                          |                          |                          |
| 94  |                |                |                        |                            |                          |                          |                          |
| 95  |                |                |                        |                            |                          |                          |                          |
| 96  |                |                |                        |                            |                          |                          |                          |
| 97  |                |                |                        |                            |                          |                          |                          |
| 98  |                |                |                        |                            |                          |                          |                          |
| 99  |                |                |                        |                            |                          |                          |                          |
| 100 |                |                |                        |                            |                          |                          |                          |
| 101 |                |                |                        |                            |                          |                          |                          |
| 102 |                |                |                        |                            |                          |                          |                          |
| 103 |                |                |                        |                            |                          |                          |                          |
| 104 |                |                |                        |                            |                          |                          |                          |
| 105 |                |                |                        |                            |                          |                          |                          |
| 106 |                |                |                        |                            |                          |                          |                          |
| 107 |                |                |                        |                            |                          |                          |                          |
| 108 |                |                |                        |                            |                          |                          |                          |
| 109 |                |                |                        |                            |                          |                          |                          |
| 110 |                |                |                        |                            |                          |                          |                          |
| 111 |                |                |                        |                            |                          |                          |                          |
| 112 |                |                |                        |                            |                          |                          |                          |
| 113 |                |                |                        |                            |                          |                          |                          |
| 114 |                |                |                        |                            |                          |                          |                          |
| 115 |                |                |                        |                            |                          |                          |                          |
| 116 |                |                |                        |                            |                          |                          |                          |
| 120 |                |                |                        |                            |                          |                          |                          |
| 121 |                |                |                        |                            |                          |                          |                          |
| 122 |                |                |                        |                            |                          |                          |                          |
| 123 |                |                |                        |                            |                          |                          |                          |
| 124 |                |                |                        |                            |                          |                          |                          |
| 125 |                |                |                        |                            |                          |                          |                          |
| 126 |                |                |                        |                            |                          |                          |                          |
| 127 |                |                |                        |                            |                          |                          |                          |
| 128 |                |                |                        |                            |                          |                          |                          |
| 129 |                |                |                        |                            |                          |                          |                          |
| 130 |                |                |                        |                            |                          |                          |                          |

**White Bear Lake Area Schools**  
**Preliminary FY18 and Projected FY19, FY20 & FY21 Budgets**  
**Nutritional Services Fund--Detailed Revenues and Expenditures**

|                                                     | Actual<br>2015 | Actual<br>2016 | Revised<br>2017 | Preliminary<br>2018 | Projected<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-----------------------------------------------------|----------------|----------------|-----------------|---------------------|-------------------|-------------------|-------------------|
| 1 Revenue                                           |                |                |                 |                     |                   |                   |                   |
| 2 Local sources                                     |                |                |                 |                     |                   |                   |                   |
| 3 Investment earnings                               | 65             | 309            | 100             | 100                 | 100               | 100               | 100               |
| 4 Other                                             | 2,270,735      | 2,258,254      | 2,405,675       | 2,269,400           | 2,303,442         | 2,337,996         | 2,373,068         |
| 5 State sources                                     | 203,990        | 243,870        | 265,835         | 246,500             | 250,198           | 253,950           | 257,760           |
| 6 Federal Sources                                   | 1,733,770      | 1,929,903      | 1,762,656       | 2,051,275           | 2,082,044         | 2,113,275         | 2,144,974         |
| 7 Total revenue                                     | 4,208,560      | 4,432,336      | 4,434,266       | 4,567,275           | 4,635,784         | 4,705,321         | 4,775,901         |
| 8                                                   |                |                |                 |                     |                   |                   |                   |
| 9 Expenditures                                      |                |                |                 |                     |                   |                   |                   |
| 10 Current                                          |                |                |                 |                     |                   |                   |                   |
| 11 Salaries                                         | 1,333,924      | 1,469,989      | 1,545,689       | 1,618,300           | 1,650,666         | 1,683,679         | 1,717,353         |
| 12 Employee Benefits                                | 378,813        | 425,206        | 444,337         | 477,025             | 486,566           | 496,297           | 506,223           |
| 13 Purchased Services                               | 424,737        | 345,991        | 358,975         | 351,150             | 358,173           | 365,336           | 372,643           |
| 14 Supplies and Materials                           | 2,046,457      | 1,950,885      | 1,988,281       | 2,091,021           | 2,132,841         | 2,175,498         | 2,219,008         |
| 15 Other Expenditures                               | 9,297          | 145,938        | 77,300          | 13,700              | 13,974            | 14,253            | 14,539            |
| 16 Capital Outlay                                   | 52,277         | 9,733          | 11,100          | 4,000               | 4,080             | 4,162             | 4,245             |
| 17 Total expenditures                               | 4,245,505      | 4,347,742      | 4,425,682       | 4,555,196           | 4,646,300         | 4,739,226         | 4,834,010         |
| 18                                                  |                |                |                 |                     |                   |                   |                   |
| 19 Excess (deficiency) of revenue over expenditures | (36,945)       | 84,594         | 8,584           | 12,079              | (10,516)          | (33,905)          | (58,109)          |
| 20                                                  |                |                |                 |                     |                   |                   |                   |
| 21 Other financing sources (uses)                   |                |                |                 |                     |                   |                   |                   |
| 22 Proceeds from Sale of Assets                     |                | 2,694          |                 |                     |                   |                   |                   |
| 23                                                  |                |                |                 |                     |                   |                   |                   |
| 24 Net change in fund balances                      | (36,945)       | 87,288         | 8,584           | 12,079              | (10,516)          | (33,905)          | (58,109)          |
| 25                                                  |                |                |                 |                     |                   |                   |                   |
| 26 Fund balances                                    |                |                |                 |                     |                   |                   |                   |
| 27 Beginning of year                                | 270,097        | 233,152        | 320,440         | 329,024             | 341,103           | 330,587           | 296,682           |
| 28                                                  |                |                |                 |                     |                   |                   |                   |
| 29 Ending Fund Balance (Assigned and Unassigned)    | \$ 233,152     | \$ 320,440     | 329,024         | \$ 341,103          | \$ 330,587        | \$ 296,682        | \$ 238,573        |

**White Bear Lake Area Schools**  
**Preliminary FY18 and Projected FY19, FY20 & FY21 Budgets**  
**Community Services Fund--Detailed Revenues and Expenditures**

|                                                     | Actual<br>2016 | Revision<br>2017 | Proposed<br>2018 | Projected<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-----------------------------------------------------|----------------|------------------|------------------|-------------------|-------------------|-------------------|
| 1 Revenue                                           |                |                  |                  |                   |                   |                   |
| 2 Local sources                                     |                |                  |                  |                   |                   |                   |
| 3 Property taxes                                    | \$ 1,042,443   | \$ 999,957       | \$ 912,785       | \$ 935,605        | \$ 958,995        | \$ 982,970        |
| 4 Investment earnings                               | 2,084          | 500              | 12,000           | 12,300            | 12,608            | 12,923            |
| 5 Other                                             | 3,681,104      | 3,787,352        | 3,623,481        | 3,714,068         | 3,806,920         | 3,902,093         |
| 6 State sources                                     | 597,719        | 554,199          | 676,361          | 693,270           | 710,602           | 728,367           |
| 7 Federal Sources                                   | 20,234         |                  |                  |                   |                   |                   |
| 8 Total revenue                                     | 5,343,584      | 5,342,008        | 5,224,627        | 5,355,243         | 5,489,124         | 5,626,352         |
| 9                                                   |                |                  |                  |                   |                   |                   |
| 10 Expenditures                                     |                |                  |                  |                   |                   |                   |
| 11 Current                                          |                |                  |                  |                   |                   |                   |
| 12 Salaries                                         | 3,069,171      | 3,233,702        | 3,106,623        | 3,160,989         | 3,216,306         | 3,272,592         |
| 13 Employee Benefits                                | 888,307        | 995,636          | 958,222          | 974,991           | 992,053           | 1,009,414         |
| 14 Purchased Services                               | 851,560        | 822,820          | 850,857          | 865,747           | 880,898           | 896,313           |
| 15 Supplies and Materials                           | 407,220        | 259,200          | 354,248          | 360,447           | 366,755           | 373,173           |
| 16 Other Expenditures                               | 7,318          | 6,650            | 27,000           | 27,473            | 27,953            | 28,442            |
| 17 Capital Outlay                                   | 27,242         | 24,000           | 6,450            | 6,563             | 6,678             | 6,795             |
| 18 Total expenditures                               | 5,250,818      | 5,342,008        | 5,303,400        | 5,396,210         | 5,490,643         | 5,586,729         |
| 19                                                  |                |                  |                  |                   |                   |                   |
| 20 Excess (deficiency) of revenue over expenditures | 92,766         | —                | (78,773)         | (40,967)          | (1,519)           | 39,622            |
| 21                                                  |                |                  |                  |                   |                   |                   |
| 22 Other financing sources (uses)                   |                |                  |                  |                   |                   |                   |
| 23 Transfer In                                      | —              |                  |                  |                   |                   |                   |
| 24                                                  |                |                  |                  |                   |                   |                   |
| 25 Net change in fund balances                      | 92,766         | —                | (78,773)         | (40,967)          | (1,519)           | 39,622            |
| 26                                                  |                |                  |                  |                   |                   |                   |
| 27 Fund balances                                    |                |                  |                  |                   |                   |                   |
| 28 Beginning of year                                | 1,377,965      | 1,470,731        | 1,470,731        | 1,391,958         | 1,350,991         | 1,349,472         |
| 29                                                  |                |                  |                  |                   |                   |                   |
| 30 Ending Fund Balance (Assigned and Unassigned)    | \$ 1,470,731   | \$ 1,470,731     | \$ 1,391,958     | \$ 1,350,991      | \$ 1,349,472      | \$ 1,389,094      |

AGENDA ITEM: Non-Renewal of Probationary Licensed Staff  
MEETING DATE: June 12, 2017  
SUGGESTED DISPOSITION: Operational Item  
CONTACT PERSON(S): Linda Goers, Director of Human Resources

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Attached is a copy of a resolution that the District uses to terminate the contracts of probationary teachers in accordance with Minnesota Statute 122A.40, subd. 5. The individuals listed are probationary teachers whose contracts are to be terminated effective June 9, 2017, due to financial limitations, teachers returning from leave, reduction in need, contractual or other issues. **In some instances, contracts of the same or less f.t.e. will be recommended to fill future vacancies.**

| <u>Name</u>     | <u>Position</u>             | <u>Building</u> |
|-----------------|-----------------------------|-----------------|
| Andrew Parr     | Choir Teacher               | Central         |
| Barbara Pletsch | .5 Response to Intervention | Birch           |

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

Andrew Parr

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACTS OF THE FOLLOWING TEACHERS, WHO ARE PROBATIONARY TEACHERS.

WHEREAS, THE ABOVE NAMED TEACHERS ARE PROBATIONARY TEACHERS IN INDEPENDENT SCHOOL DISTRICT NO. 624,

BE IT RESOLVED by the School Board of Independent School District No. 624, that pursuant to Minnesota Statutes 122A.40, subd. 5, the teaching contracts of the above named teachers, are probationary teachers in Independent School District No. 624, are hereby terminated at the close of the current 2016-2017 school year and are not renewed for the 2017-2018 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of the contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

**ANDREW PARR**  
**Central Middle School**

Dear **Andrew Parr**,

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 624, held on June 12, 2017, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2017-2018 school year. Said action of the Board is taken pursuant to M.S. 122A.40, subd.5.

Your termination is due to financial limitations, teachers returning from leave, reduction in need, contractual, or other issues. To receive a separate, official reason stating the afore-mentioned reasons for termination, you must submit your request within ten days after the receipt of this notice.

School Board of Independent School District 624

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*Chair or Clerk of the School Board*

The motion for the adoption of the foregoing resolution was duly seconded by Member, and upon vote being taken thereon, the following voted in favor thereof: and the following voted against the same: none. Whereupon said resolution was declared duly passed and adopted.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

Barbara Pletsch

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACTS OF THE FOLLOWING TEACHERS, WHO ARE PROBATIONARY TEACHERS.

WHEREAS, THE ABOVE NAMED TEACHERS ARE PROBATIONARY TEACHERS IN INDEPENDENT SCHOOL DISTRICT NO. 624,

BE IT RESOLVED by the School Board of Independent School District No. 624, that pursuant to Minnesota Statutes 122A.40, subd. 5, the teaching contracts of the above named teachers, are probationary teachers in Independent School District No. 624, are hereby terminated at the close of the current 2016-2017 school year and are not renewed for the 2017-2018 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of the contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

**BARBARA PLETSCHE**  
**Birch Lake**

Dear **Barbara Pletsch**,

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 624, held on June 12, 2017, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2017-2018 school year. Said action of the Board is taken pursuant to M.S. 122A.40, subd.5.

Your termination is due to financial limitations, teachers returning from leave, reduction in need, contractual, or other issues. To receive a separate, official reason stating the afore-mentioned reasons for termination, you must submit your request within ten days after the receipt of this notice.

School Board of Independent School District 624

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*Chair or Clerk of the School Board*

The motion for the adoption of the foregoing resolution was duly seconded by Member, and upon vote being taken thereon, the following voted in favor thereof: and the following voted against the same: none. Whereupon said resolution was declared duly passed and adopted.

AGENDA ITEM: **Action on 2017-2018 Meal Prices**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent for Finance & Operations**

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**BACKGROUND:**

School districts use the United States Department of Agriculture's (USDA) Paid Lunch Equity Tool to determine a required weighted-average price for meals. The purpose behind this requirement of the Healthy, Hunger Free Kids Act (HHFKA) is to help ensure that sufficient funds are provided for meals served to students who are not eligible for free or reduced price meals. The HHFKA requires White Bear Lake to raise lunch prices for the 2017-2018 school year by a weighted average of \$.08.

At the May 22, 2017 School Board work study meeting, a brief discussion of the proposed 2017-2018 school year meal prices was held as part of the budget discussion. The recommended prices presented below are consistent with that discussion:

| MEAL             | 2016-2017 PRICE | 2017-2018 PRICE<br>(PROPOSED) | INCREASE |
|------------------|-----------------|-------------------------------|----------|
| Breakfast        | \$1.70          | \$1.70                        | \$0.00   |
| Adult breakfast  | \$1.90          | \$2.00                        | \$0.10   |
| Elementary lunch | \$2.60          | \$2.70                        | \$0.10   |
| Secondary lunch  | \$2.95          | \$3.00                        | \$0.05   |
| Adult lunch      | \$4.00          | \$4.00                        | \$0.00   |

The Preliminary 2017-2018 Nutrition Services Fund budget was built using the proposed meal prices.

**RECOMMENDATION:**

Suggested Action: Move to approve the meal prices for the 2017-2018 school year as presented.

AGENDA ITEM: **Approval of Property and Casualty Insurance**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Wayne A. Kazmierczak, Assistant Superintendent of Finance & Operations**

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**BACKGROUND:**

Prior to 2014-2015 school year, the School Board approved the District's membership in the Minnesota Insurance Scholastic Trust (MIST), a cooperative venture allowing member districts to utilize a risk sharing and cooperative purchasing structure to purchase property and casualty insurance. Among its benefits, MIST allows districts to address the true cost of risk rather than just the cost of the insurance premium. The group has grown from 7 members in 2013 to its current level of 22 school districts.

The District's expiring premium for property and casualty insurance is \$314,951. The proposed renewal rate is \$282,176, a *decrease* of 10.41% compared to the existing premium. Please see the attached documents for an executive summary of the 2017-2018 renewal as well as a breakdown of the costs of the program.

**RECOMMENDATION:**

**Suggested Action:** Move to approve the property and casualty insurance package with the Minnesota Insurance Scholastic Trust (MIST) in the amount of \$282,176.06 effective July 1, 2017 through June 30, 2018.

# Minnesota Insurance Scholastic Trust

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## Executive Summary

The Arthur J. Gallagher Risk Management Services, Inc. administration team is proud to present the July 1, 2017 to July 1, 2018 Property/Casualty renewal proposal for the Minnesota Insurance Scholastic Trust (MIST). As MIST enters its fifth year of service to Minnesota school districts, we would like to thank each of you for allowing our team to be of service to your district. We truly value the partnership with each of the MIST members and look to continue the success of the MIST program far into the future.

Our renewal marketing results are reflective of the pools current loss experience and combined with a soft insurance market. We look to finish the year strong and head into our fifth year with an even more competitive program.

As we discussed at our mid-year board meeting, the insurance marketplace, is overall a soft marketplace.

The primary and excess property market is showing significant rate reductions and increased coverage for clean risks. There also is additional capacity that is available if needed. Property losses continue to drive the loss experience for MIST.

Both primary and excess Casualty/General Liability carriers are also in a softening market for clean risks. That being said, many are still reviewing their books of business as school districts in states around the country are experiencing issues related to security/law enforcement, sexual abuse, and concussions. Specifically in Minnesota, There continues to be current court cases that have tested Minnesota Public Entity Tort Immunity provisions.

Some lines however, are continuing to show signs of rate and deductible increases due to underwriting losses within those lines. One area that continues to see rate increases and deductible increases is School Board Legal Liability coverage. Carriers are continuing to see losses across the country that involves alleged Employment Practice violations, EEOC hearings, and IEP hearings. All of these losses are causing the limited School Board Legal Liability marketplace to raise rates and reduce coverage terms and limits.

AJG has gone through an extensive marketing effort for all carriers and lines of coverage for MIST in 2017. Doing so has resulted in significant price deductions and coverage improvements. We are recommending carrier changes as well as staying with some incumbent carriers in 2017. The following is a summary of our efforts:

- We approached 38 insurance companies. Of that 15 offered an indication or quotation.
- We received pool rate reductions for all 13 lines of coverage in the MIST program.
- The overall recommend renewal is a total pool reduction of 5.18%
- Included with the reduction are significant coverage enhancements in numerous areas. For example:
  - ✓ Higher flood limits
  - ✓ Higher Boiler loss limit
  - ✓ Lower Cyber Deductibles for some districts

As you can see above, the MIST program is performing well and achieving increased coverage for reduced renewal rates on almost all lines of the program. As we approach the end of our fourth successful year of the MIST program, we would like to remind our members that MIST will continue to gain momentum, respect, and new members in the coming years. As our team continues to promote the program as the premier alternative to conventional insurance, we will continue to provide a program to the school districts of Minnesota that allows each member to truly control their own destiny.

We are extremely proud of our service team that is dedicated to the MIST membership. Our teams are not generalists in the insurance industry; we are niche specialists in the K-12 Scholastic arena. We not only have our local MIST team, but also have our national scholastic team throughout the United States that we can utilize to help bring the best programs available to our MIST members.

We again would like to thank each of you for your cooperation during the 2017-2018 renewal. We value each of you and look forward to being of service to you and your staff. We thank you for your cooperation and support.

# Minnesota Insurance Scholastic Trust

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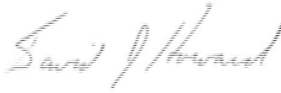
## Executive Summary

In the following pages, we will demonstrate what makes our company the best fit for your insurance placement and risk management needs. Thank you again for allowing us to be your partner in this placement.

In the following pages, we will demonstrate what makes our company the best fit for your insurance placement and risk management needs. Thank you again for allowing us to be your partner in this placement.



Tyler LaMantia  
Area Executive Vice President



David Howard  
Area Executive Vice President



Nick Lano  
Account Executive



**PROPERTY/CASUALTY**  
Effective July 1, 2017 to July 1, 2018

**District: White Bear Lake Area Schools ISD#624**

| <b>Fixed Costs</b>                                                                                                             | <b>2016-2017<br/>Expiring Costs</b> | <b>2017-2018<br/>Renewal Costs</b> | <b>% Of Change</b> |
|--------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|------------------------------------|--------------------|
| Package (includes Property, General Liability, Auto Liability & Physical Damage, Crime, Excess Liability, EBL, Law, Abuse) [*] | [-1.15%] \$68,450.08                | [-8.03%] \$56,167.93               | -17.94%            |
| Excess Property                                                                                                                | \$62,487.00                         | \$51,930.00                        | -16.89%            |
| Boiler & Machinery                                                                                                             | \$10,603.00                         | \$9,155.00                         | -13.66%            |
| Excess Liability                                                                                                               | \$8,397.00                          | Included in Package                | -100.00%           |
| Cyber Liability                                                                                                                | \$16,884.32                         | \$14,204.06                        | -15.87%            |
| Pollution Liability                                                                                                            | \$8,244.80                          | \$7,798.07                         | -5.42%             |
| Arthur J. Gallagher Risk Management Services Fee                                                                               | \$28,610.00                         | \$30,040.00                        | 5.00%              |
| Gallagher Bassett Services Claims Administration Fee                                                                           | \$7,729.00                          | \$9,273.00                         | 19.98%             |
| Gallagher Bassett Services Loss Control Fee                                                                                    | \$1,000.00                          | \$1,000.00                         | 0.0%               |
| <b>Total Fixed Costs</b>                                                                                                       | <b>\$212,405.20</b>                 | <b>\$179,568.06</b>                | <b>-15.46%</b>     |

| <b>Variable Costs</b>                                     | <b>2016-2017<br/>Expiring Costs</b> | <b>2017-2018<br/>Renewal Costs</b> | <b>% Of Change</b> |
|-----------------------------------------------------------|-------------------------------------|------------------------------------|--------------------|
| Operations Cost                                           | \$7,785.00                          | \$7,504.00                         | -3.61%             |
| Loss Fund – Package [*]                                   | [4.16%] \$94,761.00                 | [-7.95%] \$95,104.00               | 0.36%              |
| <b>Total Program Contribution on a Maximum Cost Basis</b> | <b>\$314,951.20</b>                 | <b>\$282,176.06</b>                | <b>-10.41%</b>     |

|                                      |                     |
|--------------------------------------|---------------------|
| <b>Total Program Costs 2017-2018</b> | <b>\$282,176.06</b> |
|--------------------------------------|---------------------|

| <b>Statistical Information</b>                         | <b>2016-2017 Expiring</b> | <b>2017-2018 Renewal</b> | <b>% of Change</b> |
|--------------------------------------------------------|---------------------------|--------------------------|--------------------|
| Total Insurable Values (includes Auto Physical Damage) | \$390,542,993             | \$394,603,127            | 1.04%              |
| Students                                               | 8,700                     | 8,815                    | 1.32%              |
| All Vehicles                                           | 88                        | 88                       | 0.00%              |

**[\*] Please note the actuarial debit/credit system for the 2017/2018 renewal is based upon your districts exposures as well as the previous 5 years of loss history (excluding the current year).**

AGENDA ITEM: **Action on Resolution for Local Operating Levy Renewal**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Wayne A. Kazmierczak, Assistant Superintendent of Finance & Operations**

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**BACKGROUND:**

Local operating levies are an essential source of revenue for Minnesota schools as more than 99% of the state's school districts receive operating levy referendum revenue. The communities that comprise White Bear Lake Area Schools have supported this source of funding in the past. The existing operating levy was originally approved in November 2007 with over 63% of voters supporting the measure. The operating levy was renewed in November 2011 with 73% of voters showing support. The operating levy is set to expire following the 2018-2019 school year; therefore, it is time to once again seek a renewal of the District's operating levy.

Results from a survey conducted in May and summarized earlier during this School Board meeting show strong community support White Bear Lake Area Schools. Additionally, the survey results indicate strong support for the renewal of the District's operating levy.

This resolution directs administration to finalize the parameters for an operating levy renewal referendum that will place a question on the ballot for consideration by District voters on November 7, 2017.

**RECOMMENDATION:**

Suggested Action: Move to authorize District administration to develop parameters for an operating levy renewal question to be discussed at the July 10, 2017 work-study meeting and acted upon at the July 10, 2017 regular school board meeting.

AGENDA ITEM: **Acceptance of Sauer Family Foundation Grant to Willow Lane Elementary**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Action Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**  
**Chris Strieff, Principal- Willow Lane Elementary**

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**Background:**

The Sauer Family Foundation has awarded Willow Lane Elementary School with a \$328,000 grant to fund the ALIVE! Program for three years with school-wide implementation beginning in the 2017-18 school year.

**Rationale:**

Research shows that students living in poverty often face more trauma than other students. When students come to school having experienced extreme trauma, they tend to act out in ways that are not conducive to the learning environment. This generous grant provides critical supports for Willow Lane to create the conditions for students that have experienced trauma to be more successful at school. Willow has a free and reduced student population of 61%.

**Goals of the ALIVE! Program**

The core aim of ALIVE! is to create and sustain a classroom environment of open conversation among the students and the teacher about the difficult things they face in their lives. The goals are:

- Transform worries by giving them the language for stressful events and the emotions they cause.
- Reduce acting out behaviors and need for discipline.
- Help students think about issues regarding child safety.

- Improve academic achievement.

### **Impact of the ALIVE! Program**

The ALIVE! Program has reliably reduced office referrals, in-and out-of school suspensions, expulsions, physical fighting, and out-of-network placements. Feedback from teachers and students that have the ALIVE! Program at their schools indicate that students, classrooms, and schools have become calmer, offering much more time for students, teachers and administrators to do the jobs they are intended to do rather than attending to the behavioral problems of their students.

### **Recommendation:**

Accept the grant from the Sauer Family Foundation in the amount of \$328,000.

AGENDA ITEM: **Policy 214, Out of State Travel by School Board Members**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

School Board Policy 214, Out of State Travel by School Board Members, was reviewed by the School Board Policy Committee and Cabinet. There are changes to this policy. Policy 214 had a first reading in May, and is recommended for approval.

The purpose of this policy is to control out-of-state travel by school board members as required by law.

**RECOMMENDATION:**

Approve School Board Policy 214, Out of State Travel by School Board Members, as recommended by the School Board Policy Committee and Cabinet.

## **214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS**

### **I. PURPOSE**

The purpose of this policy is to control out-of-state travel by school board members as required by law.

### **II. GENERAL STATEMENT OF POLICY**

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state and local laws, rules, regulations and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

### **III. APPROPRIATE TRAVEL**

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

### **IV. REIMBURSABLE EXPENSES**

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

### **V. REIMBURSEMENT**

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

## **VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES**

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

***Legal References:*** Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)  
Minn. Stat. § 471.661 (Out-of-State Travel)  
Minn. Stat. § 471.665 (Mileage Allowances)  
Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)  
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)

***Cross References:*** WBLASB Policy 212 (School Board Member Development)  
WBLASB Policy 412 (Expense Reimbursement)

AGENDA ITEM: **Policy 504, Student Dress and Appearance**  
MEETING DATE: **June 12, 2017**  
SUGGESTED DISPOSITION: **Operational Item**  
CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**

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**BACKGROUND:**

School Board Policy 504, Student Dress and Appearance, was reviewed by the School Board Policy Committee and Cabinet. There are recommended changes by MSBA to this policy. Policy 504 had a first reading in May and is being recommended for action in the same format.

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

**RECOMMENDATION:**

Approve School Board Policy 504, Student Dress and Appearance, as recommended by the School Board Policy Committee and Cabinet.

*Adopted: July 22, 1996*  
*Revised: June 11, 2001*  
*Revised: August 25, 2003*  
*Revised: November 8, 2007*  
*Revised: January 11, 2010*  
*Revised: March 11, 2013*  
*Revised: February 10, 2014*

*White Bear Lake Area  
School Board Policy 504*

## **504 STUDENT DRESS AND APPEARANCE**

### **I. PURPOSE**

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

### **II. GENERAL STATEMENT OF POLICY**

- A. It is the policy of this school district to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
  - 1. Clothing appropriate for the weather.
  - 2. Clothing that does not create a health or safety hazard.
  - 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
  - 1. Clothing that is too revealing, distracting, or disruptive to the educational process, e.g., ~~“short shorts”, skimpy tank tops, tops that expose the midriff, exposed undergarments,~~ and other clothing that is not in keeping with community standards.
  - 2. Clothing bearing a message or image which is lewd, vulgar, or obscene.
  - 3. Apparel promoting products or activities that are illegal for use by minors.
  - 4. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, evidences gang membership or affiliation, or approves, advances or provokes any form of

religious, racial or sexual harassment and/or violence against other individuals as defined in School Board Policy 413.

5. Any apparel or footwear that would damage school property.
  6. Hats/caps are not allowed to be worn in the building except with the approval of the building principal (e.g. student undergoing chemotherapy; medical situations or items worn on the head as a recognized religious practice.)
  7. Attire that indicates or suggests gang association. "Gang," as defined in this policy, means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. "Pattern of criminal gang activity" means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.
- D. It is not the intention of this policy to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not racist, sexist, lewd, vulgar, obscene, defamatory or profane, or do not advocate violence or harassment against others. Specifically, but not exclusively, wearing or displaying the Confederate flag, a swastika, and KKK signs are prohibited on school property or at school-sponsored events.

### III. PROCEDURES

- A. When, in the judgment of the administration, a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

- Legal References:** U. S. Const., amend. I  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*B.W.A. v. Farmington R-7 Sch. Dist.*, 554 F.3d 734 (8<sup>th</sup> Cir. 2009)  
*Lowry v. Watson Chapel Sch. Dist.*, 540 F.3d 752 (8<sup>th</sup> Cir. 2008)  
*Stephenson v. Davenport Cmty. Sch. Dist.*, 110 F.3d 1303 (8<sup>th</sup> Cir. 1997)  
*D.B. ex rel. Brogdon v. Lafon*, 217 Fed.Appx. 518 (6<sup>th</sup> Cir. 2007)  
*Hardwick v. Heyward*, No. 4:06-cv-1042-TLW, 2012 WL761249 (D.S.C.) Mar. 8, 2012)  
*Madrid v. Anthony*, 510 F.Supp.2d 425 (S.D. Tex. 2007)  
*McIntire v. Bethel School, Indep. Sch. Dist. No. 3*, 804 F.Supp. 1415 (W.D. Okla. 1992)  
*Hicks v. Halifax County Bd. of Educ.*, 93 F.Supp.2d 649 (E.D. N.C. 1999)  
*Olesen v. Bd. of Educ. of Sch. Dist. No. 228*, 676 F.Supp. 820, (N.D. Ill. 1987)
- Cross References:** WBLASB Policy 413 (Harassment and Violence)  
WBLASB Policy 506 (Student Discipline)  
WBLASB Policy 525 (Violence Prevention)

AGENDA ITEM: **Policy 620, Credit for Learning**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**

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**BACKGROUND:**

School Board Policy 620, Credit for Learning, was withdrawn from the Policy Book on January 10, 2011. At this time, the administration is recommending reactivating this policy with the recommended revisions from MSBA and reviewed by the Policy Committee and Cabinet. Policy 620 had a first reading in May and is being presented in the same format for approval.

The purpose of this policy is to recognize student achievement that meets White Bear Lake Area School District required curriculum, standards, and graduation requirements. The experiences include, but are not limited to, student achievement in other schools, alternative learning sites, Postsecondary Enrollment Options and concurrent enrollment programs.

**RECOMMENDATION:**

To approve School Board Policy 620, Credit for Learning, as recommended by the School Board Policy Committee and Cabinet.

Adopted: May 26, 1998  
Revised: August 27, 2001  
Withdrew: January 10, 2011  
Rev. 2012

White Bear Lake  
School District #624 Policy 620

## **620 CREDIT FOR LEARNING**

### **I. PURPOSE**

The purpose of this policy is to recognize student achievement that meets White Bear Lake Area School District required curriculum, standards, and graduation requirements. The experiences include, but are not limited to, student achievement in other schools, ~~in~~ alternative learning sites, ~~in~~ Postsecondary Enrollment Options and concurrent enrollment ~~other advanced enrichment~~ programs. ~~through demonstrating mastery of applicable subject matter, and in out-of-school experiences such as community organizations, work-based learning, and other educational activities and opportunities.~~

### **II. GENERAL STATEMENT OF POLICY**

The school district will develop and provide processes and procedures by which students may meet a curriculum credit requirement, whether the district offers the credit within its curriculum, or the student accomplishes the work in another learning environment. The school district will provide a process for approving the transfer of credits or curriculum standards completed in another Minnesota school district, for recognition of work completed in other schools and postsecondary institutions, and for recognition of previous learning, community and work experiences as demonstrated by the student through assessment. This is a process to allow students who, through other means, have mastered content and can move on to other areas of study.

### **III. TRANSFER OF COURSE CREDIT**

- A. The school district will transfer high school credits achieved in earlier grades or in other schools, in ~~on~~ credit-based programs that meet district curriculum and graduation requirements, to the student's record upon admission or completion of the experience.
- B. When a student transfers into the school district from another Minnesota public school district, any credits completed in the sending school district, along with scores recorded by the sending district, shall be recorded as completed with a notation indicating the identity of the school district from which the records are transferred.
- C. Students shall be advised of the opportunities available to complete further requirements and electives.
- D. The school district will determine a transferring student's grade level placement, as well as the letter grade assigned ~~awarded grade~~ for completed courses, and credits granted toward diploma requirements in accordance with district procedures.

### **IV. RECOGNITION OF COMPLETED WORK**

- A. The school district will equate high school or postsecondary level credits completed by students in other schools into equivalent course credits.
- ~~B. When a student transfers into the district with a transcript from another school, effort will be made to ascertain the content of courses, programs, and learning previously achieved to credit the student as fully as possible for learning completed elsewhere. This process may include asking the student or the sending institution to verify content of completed courses and programs when that content is not clear from the transcript.~~
- B. ~~C.~~ The district may formally evaluate other learning experiences to declare that a transfer student meets or exceeds a specific academic standard requirement or course credit.
- C. ~~D.~~ Students must receive prior approval from the district for any courses to be completed outside the district for credits towards graduation.

The district will determine the awarding of the course credit and the letter grade assigned to that credit. The district does not cover expenses of related courses identified in this section.

## V. CREDIT BY ASSESSMENT

- A. The school district will provide students in grades 9-12 with the opportunity to receive course credit by assessment provided such experiences meet current Minnesota academic standards.
- B. The superintendent or designee shall establish a procedure by which student achievement and competence in content standards will be assessed.

## VI. POSTSECONDARY AND CONCURRENT ENROLLMENT CREDIT

A student who satisfactorily completes a Postsecondary Enrollment Option (PSEO) or concurrent enrollment ~~Postsecondary Enrollment Options~~ course or program under Minn. Stat. § 124D.09 that has been approved by the district as meeting the necessary requirements will be granted credits that count toward graduation and credit requirements.

### ***Legal References:***

Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)  
 Minn. Stat. § 120B.021 (Required Academic Standards) Minn. Stat. § 120B.11 (School District Process)  
 Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act) Minn. Stat. § 124D.095 (Online Learning Option)  
 Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading)  
 Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)

Minn. Rules Parts 3501.0505-3501.0550 (Graduation Standards – Language Arts)  
Minn. Rules Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)  
Minn. Rules Parts 3501.0800-3501.0815 (Graduation Standards – Arts) Minn. Rules Parts  
3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)

***Cross References:*** WBLASB Policy 601 (School District Curriculum and Instruction Goals)  
WBLASB Policy 613 (Graduation Requirements)  
WBLASB Policy 614 (School District Testing Plan and Procedure)  
WBLASB Policy 615 (Testing Accommodations, Modifications, and  
Exemptions for IEPs, Section 504 Plan, and LEP Students) WBLASB  
Policy 616 (School District System Accountability) WBLASB Policy  
618 (Assessment of Student Achievement)

Reference Hopkins and Edina?

AGENDA ITEM: **Policy 903, Visitors**

MEETING DATE: **June 12, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services and Recreation**  
**Kathleen Daniels, Director of Student Support Services**  
**Dr. Wayne Kazmierczak, Assistant Superintendent for Finance and Operations**

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**BACKGROUND:**

School Board Policy 903, Visitors, was reviewed by the School Board Policy Committee and Cabinet. There are recommended changes by MSBA and the District's legal counsel. Policy 903 had a first reading in May and is recommended in the same format for action.

Policy 903 was shared with parent representatives at a recent Parent Leaders Forum meeting. Those in attendance indicated support for the proposed changes to the policy.

The purpose of this policy is to establish rules and procedures governing visits to District property and District facilities.

**RECOMMENDATION:**

Approve School Board Policy 903, Visitors, as recommended by the School Board Policy Committee and Cabinet.

*Adopted: April 28, 1997*  
*Revised: December 10, 2001*  
*School District #624 Policy 903*  
*Revised: August 25, 2003*  
*Revised: April 9, 2012*

*White Bear Lake Area*

## **903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES PROPERTY AND FACILITIES**

### **I. PURPOSE**

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

### **II. GENERAL STATEMENT OF POLICY**

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment. All visitors are required to comply with District policy regarding ID badges.

### **III. RESPONSIBILITY**

- A. It shall be the primary responsibility of the school district administration to recommend procedures to the school board and enforce such procedures that pertain to school visitors. These procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and to the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. It shall be the responsibility of the superintendent to provide coordination that may be needed throughout the process and provide for periodic school board review and approval of the procedures.

### **IV. DEFINITIONS**

- A. "School" is defined as those buildings or sites where students are present for a school activity.
- B. "Visitor" is defined as any person entering a school, as defined in IV, for business other than district employees, students, and district officials.

## **V. VISITOR LIMITATIONS**

- A. An individual or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employee, or the school district.
- B. Employees and visitors are authorized to park vehicles on school property at times and in locations specified in the approved parking procedures and requirements or as otherwise specifically authorized by school officials. The district may not be held liable for damage to personal vehicles parked on school grounds. When unauthorized vehicles are parked on school property, school officials may:
  - 1. Move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
  - 2. If unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to a commercial garage or impound lot within the District.
- C. An individual or group who enters school property without complying with the procedures and requirements may be in violation of Minnesota Criminal Statutes thus subject to criminal consequences. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

**Legal References:** Minn. Stat. 123B.02 (General Powers of Independent School Districts)

Minn. Stat. 128C.08 (Assaulting a Sports Official Prohibited)  
 Minn. Stat. 609.605, Subd. 4 (Trespasses on School Property)  
 Minn. Stat. 609.748, 749 (Harassment; Restraining Orders and Criminal Prosecution)

***Cross References:*** WBLASB Policy 430 (Employee/Visitor ID Badge)

**I. PURPOSE**

The purpose of this policy is to establish rules and procedures governing visits to District property and District facilities.

**II. GENERAL STATEMENT OF POLICY**

The School Board encourages interest on the part of parents and community members in the District's programs and activities. The School Board recognizes that reasonable restrictions must be placed on visits to District facilities in order to maintain an environment that is safe and conducive to learning and working.

**III. DEFINITIONS**

**A.** "Central administrator" means the superintendent and any director with district-wide responsibilities.

**B.** "District facility" means any building that is owned, leased, or operated by the District.

**C.** "District property" means any real property that is owned, leased, or operated by the District, including, but not limited to, athletic stadiums and athletic fields.

**D.** "Parent" means a biological parent, adoptive parent, legal guardian, or conservator.

**E.** "School building" means any District facility where a program of education is offered to preschool, elementary school, middle school, high school, and alternative/transition school students.

**F.** "Visitor" means any person who enters a district facility during the regular school year during scheduled school hours except for the following: enrolled students who are in the facility to attend school, to participate in a school sponsored event or activity, or to attend a meeting of a student-initiated, non-curriculum related group that is recognized by the District; employees who are assigned to work at the facility; volunteers who have been assigned to be in the facility at the time of the visit; and central administrators.

#### **IV. PROCEDURES**

**A. Visitor Procedures.** All visitors must comply with the following procedures when entering a District facility, unless they are attending an event or activity that is open to the public, such as parent-teacher conferences, a school board meeting, or an athletic contest:

1. Immediately upon entering a District facility, all visitors must report to the administrative office or reception desk. Signage to this effect must be prominently displayed on or near all unlocked doors to the facility.
2. Upon reporting to the administrative office or reception desk, all visitors must complete a form that requires them to do the following: print and sign their names, state the purpose of their visit, state the time of their arrival, and state the location of the building in which the visit will occur.
3. A central administrator or building principal may impose additional restrictions on any parent who has caused or may cause a disruption in a District facility or who has negatively impacted the school day and/or the educational setting.
4. A central administrator, the building principal, an assistant principal, or a designee will follow this policy in determining whether or not permission will be granted for a visit to a school building. A central administrator will follow this policy in determining whether or not permission will be granted for a visit to a District facility that is not a school building.
5. If permission for a visit is granted, the visitor will be given a visitor's identification badge stating the visitor's name and the location in the building where the visit will occur.
6. All visitors must wear the issued visitor identification badge in a conspicuous location at all times while in a District facility.
7. If a District employee sees a visitor in a school building without a visitor's identification badge, the employee must either escort the visitor to the administrative office or immediately notify the administrative office of the presence of the visitor.
8. Upon completing a visit, a visitor must return to the administrative office or reception desk, return the visitor's identification badge, sign his/her name on the same form that was signed upon entering

the building, and state the time of his/her departure.

**B. Visits to Classrooms.** Subject to the requirements of this policy, parents may observe their child in the classroom for up to two hours on two occasions per school year.

1. Parents who wish to observe their children in the classroom during the regular school day must schedule the visit at least three (3) school days in advance with the building principal.
2. A central administrator or building principal may consider the allowance of additional time beyond two visits if he or she deems it appropriate.
3. A central administrator, building principal, assistant principal, or designee may reschedule or terminate any visit in the event of an emergency or unforeseen circumstance.

**C. Parent Procedures for Communicating with Children.** The District recognizes that under limited circumstances parents may occasionally need to communicate with their children during the school day. When this need arises, parents must follow one of the following procedures:

1. Parents may call the office and ask to speak with their child. School staff will then locate the child and instruct the child come to the office to speak with the parent by telephone. This may occur by making an announcement over the school's intercom system. Students generally will not be permitted to place or receive a call from a classroom.
2. Parents may enter the administrative office of a school building and ask the office staff to call their child to the office. Parents may not go directly to a classroom or to any other location in a District facility without complying with the Visitor Procedures stated in this policy.

**D. Administrative Procedures in Response to Inappropriate Conduct.** Central administrators, building principals, assistant principals, and designees are encouraged to take the following steps when a visitor violates this policy or engages in any other inappropriate conduct:

1. Notify the offending visitor that his or her conduct is inappropriate.
2. Notify the offending visitor that if the conduct does not cease immediately, the visitor will be required to leave the building.

3. Notify the offending visitor that he or she is required to immediately leave the building.
4. Contact law enforcement.
5. Document the incident.
6. Take other action that the central administrator, building principal, assistant principal, or designee reasonably deems to be prudent or necessary in order to: (a) protect the safety of students, staff, or school property; (b); maintain an environment that is conducive to learning and working; and (c) maintain an environment that is free from all forms of abusive and disruptive conduct.
7. Any step or steps of this procedure may be skipped or addressed at a later time if the central administrator, building principal, assistant principal, or designee determines, in the exercise of his or her professional judgment, that immediate removal of the offending visitor is in the best interests of the students or the staff.

## **V. RULES OF CONDUCT FOR VISITORS**

**A. Required Conduct.** All visitors must demonstrate respect and civility when interacting with other individuals during a visit. In addition, all visitors must immediately comply with any and all lawful directives given by a District employee, including a directive to leave the building.

**B. Prohibited Conduct.** Visitors must not do any of the following during a visit:

1. Violate any law;
2. Violate any District or school policy, regulation, rule, or procedure;
3. Make any threat or engage in any threatening or intimidating behavior;
4. Engage in any conduct that is designed to intimidate another person or that could reasonably be perceived as being designed to intimidate another person;
5. Demonstrate hostility toward another person;
6. Engage in conduct that is objectively rude;
7. Use any obscene or foul language;

8. Make or participate in making any personal attacks against another person;
9. Make or participate in making any objectively disrespectful, demeaning, disparaging, or insulting comments or statements about or to another person;
10. Make unwelcome physical contact with any person other than their own child, unless the physical contact is part of the normal greeting process, such as a handshake, or is reasonably necessary to prevent imminent harm to another person or serious harm to property;
11. Photograph, film, or otherwise create an audio or video record of any students, employees, or volunteers of the District, unless the visitor is on District property or in a limited part of a District facility to attend an event or activity that is open to the public, such as a school board meeting or an athletic contest;
12. Enter onto school property while impaired from the use of alcohol or any other chemical;
13. Create or participate in creating a disruption to the learning or working environment. Examples of disruptive behavior include, but are not limited to, using a raised voice, shouting, or yelling; swearing; talking with a teacher, classroom aide, or a student while observing in a classroom; using or allowing a cellular device make noise in the classroom; and engaging in other conduct that interrupts a lesson while observing in a classroom.

## **VI. GROUNDS FOR DENYING A REQUEST TO VISIT**

**A. Parent Visits for Purpose Other than Classroom Observation.** A central administrator, a building principal, an assistant principal, or a designee may deny permission for a parent to visit any part of a District facility if the central administrator, the principal, the assistant principal, or the designee determines that:

1. The parent has refused or failed to comply with any part of this policy;
2. The parent violated any rule or procedure of this policy while visiting District facility on a prior occasion during the school year;
3. The requested date or time for the visit is educationally

inappropriate or inconvenient:

4. The parent has created a disruption during a prior visit and is likely to create a disruption if permitted to visit again:

5. The parent's presence in the District facility is not in the best interests of student or staff:

6. The parent presents a risk of harm to a student, to a staff member, or to District property:

7. The parent's parental rights have been terminated or the parent does not have physical or legal custody or visitation rights during the school day or the period of time when the parent wants to visit the District facility; or

8. The parent's actions or words suggest that the parent is impaired from using alcohol or another chemical.

**B. Classroom Observations by Parent.** A central administrator, the building principal, an assistant principal, or a designee may deny a parent's request to observe his or her child in the classroom, or may revoke permission for such a visit, if the central administrator, principal, assistant principal, or designee determines that:

1. Any of the reasons for denying a visit in Section V(A) of this policy have been met:

2. The parent has failed or refused to schedule the classroom observation in advance:

3. The parent observed in the classroom on a prior occasion during the school year and created a disruption:

4. The requested date or time for the observation is educationally inappropriate or inconvenient, such as when a test is being administered, when a substitute teacher or guest speaker is present, or when students are attending an assembly or going on a field trip:

5. The parent has already observed the child in the classroom on two occasions during the school year:

6. The parent's presence in the classroom is not in the best interests of the student, other children, or staff.

**C. Classroom Observations by an Independent Examiner.** If the parent of a special education student requests an independent educational evaluation (IEE)

or hires an independent examiner to evaluate a child, and the parent requests that the independent examiner be permitted to observe the child in the classroom, the District will allow the independent examiner to visit and observe the student in the classroom to the extent permitted by law, provided that the independent examiner complies all provisions of this policy and does not create a disruption. The District may assign a staff member to accompany an independent examiner during all observations. An independent examiner may not interview any students at school or any District employees without prior written permission from the District. A District representative will be present during any interviews.

**D. Parent's Right to Appeal.** If a parent believes that a request to visit a District facility has been improperly denied, the parent may submit a written appeal to the Superintendent. The decision of the Superintendent, or a designee of the Superintendent, is final.

**E. Visits by Third Parties.** A central administrator, a building principal, an assistant principal, or a designee may, as he or she sees fit, deny a visitor's request to visit any part of a District facility if the visitor is not a parent of a child who attends school in the facility.

## **VII. PARKING**

During school hours, visitors must park their vehicles in spaces designated for visitors. Vehicles that are parked in unauthorized spaces may be towed to a different location at the vehicle owner's expense.

## **VIII. PENALTIES.**

Permission to be in a District facility is conditioned upon compliance with this policy. Pursuant to Minnesota Statutes section 609.605, subdivision 4, any person who violates this policy may be found guilty of a misdemeanor. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner and for a reasonable period of time pending the arrival of a law enforcement officer. In addition to imposing other consequences specified in this policy, a central administrator, building principal, or assistant principal may issue an order prohibiting a person from entering onto school property.

### **Legal References:**

Minn. Stat. § 123B.02 (general powers of school districts)

Minn. Stat. § 609.605, subd. 4 (trespass to school property)

*Adopted: November 19, 1973*  
*Revised: October 24, 1994*  
*October 9, 1995*

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*White Bear Lake Area*  
*School District #624 Policy 903*  
*Addendum A*

## **Administrative Guidelines for Visitors to School Buildings and Sites**

These guidelines are intended to assist in the implementation of School District #624 Policy 903, Visitors to School District Buildings and Sites.

### **I. VISITOR ACCOMMODATIONS AND LIMITATIONS**

- A. Parents, citizens, alumni and other adult visitors are welcome and encouraged to visit the White Bear Lake Area Schools; however, the school district reserves the right to decline to give permission for or to withdraw permission for parents, citizens, alumni and other members of the public to visit the schools of the district if such action is deemed necessary to ensure the physical or emotional safety of students and staff of the district or to prevent the disruption of the district's educational programs. These rules are in effect for all school activities, functions and meetings.
- B. Visitors must, upon entering any school building, first come to the administrative office so that they may be directed to the teacher, student or class they wish to see. ~~They will be shown every courtesy.~~
- ~~C.~~ Parents wishing a conference with a teacher should not expect to interrupt the teacher's class, rather must telephone the school in order to arrange for such an appointment in advance. In the event of an emergency requiring that parents have immediate access to their student, parents may either call or go to the office to:
  - 1. Explain the circumstances of the emergency; and
  - 2. Request that their student be called to the office to meet with them and/or talk with them on the telephone, if doing so does not disrupt the educational program.

### **II. EXPECTATIONS OF VISITOR CONDUCT**

- A. The following types of conduct including but not limited to those listed below, whether occurring in person or by means of e-mail, telephone or voice message, are unacceptable and will not be tolerated.
  - a. Inappropriately raised voices, shouting or yelling ~~toward a staff member;~~
  - b. Obscene or foul language, whether directed at a staff member or another

person;

- c. Insulting a staff member's intelligence, judgment or professionalism;
- d. Threats, intimidations or suggestions of violence or other behavior ~~which reasonable can be expected to intimidate a staff member~~; and
- e. Unpermitted and unwelcome touching of any nature, regardless of the degree of force used.

B. In the event that any such conduct occurs, the following steps may be taken:

- a. The offender ~~visitor~~ will be informed that the conduct violates district policy and a copy of this policy will be given to the offender.
- b. The ~~offender~~ will be told that if the behavior continues, the discussion will be terminated.
- c. The offending person visitor will be told that a memorandum of the incident will be prepared and maintained in the district's files.
- d. The incident will promptly be reported to the building administration and the superintendent.
- e. The building principal will write a letter to the offending person ~~summarizing the incident and imposing any additional restrictions upon visits which are appropriate as a result.~~
- f. ~~In appropriate cases,~~ the administrator or principal will advise the offending person(s) that he/she/they are prohibited from entering upon the school property for a period of six months ~~following the notice and that violation of the directive will result in a report to the police pursuant to state statute and the offender may be issued a trespass notice.~~

C. In the event that the ~~offender~~ is prohibited from coming onto school property, arrangements will be made to conduct statutorily required meetings, such as IEP team meetings, at either another district facility or at a public meeting place.

### III. STAFF EXPECTATIONS

A. In applying this policy, staff members must always be aware that there is an important distinction between declined ing to be treated in an unacceptable or disrespectful manner and, on the other hand, refusing to carry out a legitimate request for information or assistance. The former is not a reason for the latter. Timelines are created by a statute or a district policy for making a response to an otherwise legitimate request must be observed even while the issue of unacceptable or disrespectful conduct is being addressed.

### IV. COMMUNICATIONS

A. It is expected that Board Policy 903 and these administrative guidelines will be broadly

communicated via district and building publications and the district web page.

## **POLICY 903: INDEPENDENT DISTRICT 624 VISITOR PROCEDURES**

School is one of the safest places for students. This is because they are surrounded by caring and capable adults, as well as being involved in comforting, established routines. A safe school environment is essential for learning and is one of the highest priorities for White Bear Lake Area Schools. For the security of our students and staff and the safety of our visitors, a uniform District Visitor Policy, 903, has been implemented.

Visitors to District #624 will be asked to produce proof of identification. Visitors will follow the same procedures when entering any district building.

Visitors will be signed in by a staff member and will be issued visitor identification, which must be visible at all times. During events that are open to the public, exceptions and modifications to these procedures may be posted.

When leaving, visitors must return their badge. The time of departure will be recorded. This is a very important step, because in the event of an emergency evacuation, such as a fire drill, we will be using the visitor log to make sure that all visitors are accounted for and have exited safely.

Parents/guardians are welcome to observe their children in the classroom setting. One of the best ways to understand a child's classroom program is through direct observation. Parents/guardians should make an appointment for an appropriate time to visit. Classes may be involved in an assembly, special event or testing if a parent/guardian arrives without notice.

Members of the media who visit the schools must produce identification upon entering the building as a visitor and must provide media credentials when covering school-related activities, including but not limited to classroom visits, assemblies, sporting events and extracurricular event coverage. Media credentials must be visible at all times when covering school-related stories.

While some of these measures may create anxiety, inconvenience or delays, they are necessary steps to provide the safest and most secure learning environment possible.

We hope that by following these basic procedures, our schools will be safer for our guests, our staff, and especially for our students.

Thank you for being our partners in this important effort.