

**INDEPENDENT SCHOOL  
DISTRICT #624**



**SCHOOL BOARD  
MEETING PACKET**

July 15, 2019

# MISSION STATEMENT

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

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



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

To: Members of the School Board

From: Dr. Wayne Kazmierczak  
Superintendent of Schools

Date: July 3, 2019

A meeting of the White Bear Lake Area School Board will be held on **Monday, July 15, 2019** at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**AGENDA**

**A. PROCEDURAL ITEMS**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Consent Agenda
  - 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. Superintendent's Report

**D. DISCUSSION ITEMS**

1. Review of Minnesota State High School League "Why We Play" Training Video
2. Overview of Comprehensive Facilities Plan

**E. OPERATIONAL ITEMS**

1. Action on 10-Year Long-Term Facility Maintenance Plan
2. Action on Designate of Identified Official with Authority for the MDE External User Access Recertification System
3. Action on 2019-20 Resolution for Membership in the Minnesota State High School League
4. Action on Resolution Relating to the Issuance of School Building Bonds and Calling an Election Thereon
5. Action on Resolution Relating to the Election of School Board Members and Calling the School District General Election on November 5, 2019
6. Action on Changing Polling Location in White Bear Township
7. Action on School Board Policies:
  - a) Policy 413, Harassment and Violence
  - b) Policy 504, Student Dress and Appearance
  - c) Policy 506, White Bear Lake Area School District Student Discipline Policy
  - d) Policy 525, Violence Prevention
  - e) Policy 611, Homeschooling
  - f) Policy 802, Disposition of Obsolete Equipment

**F. BOARD FORUM**

**G. NEGOTIATION STUDY SESSION\*\***

**H. ADJOURNMENT**

***\*\*This portion of the meeting may be closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25.***

# **A. PROCEDURAL ITEMS**

AGENDA ITEM: **Consent Agenda**  
MEETING DATE: **July 15, 2019**  
SUGGESTED DISPOSITION: **Action Items**  
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, 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

**RECOMMENDED ACTION:**

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: **July 15, 2019**  
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.

**RECOMMENDED ACTION:**  
Approve minutes.

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

A special meeting of the White Bear Lake Area School Board was held on **Monday, June 10, 2019** at 5:00 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**A. PROCEDURAL ITEMS**

Call to order -Mullin called the meeting to order at 5:04 p.m.

Roll Call - Present :Beloyed (5:05 p.m.), Chapman (5:45 p.m.), Ellison, Fahey, Mullin,  
Newmaster, Wilson

Ex-officio: Kazmierczak

**B. DISCUSSION ITEMS**

1. The process, the instrument, and the report format for the evaluation of the superintendent was discussed.

- C. ADJOURNMENT** - Wilson moved and Mullin seconded to adjourn the meeting at 6:05 p.m.

Submitted by: Ellen Fahey, Clerk

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

A meeting of the White Bear Lake Area School Board was held on **Monday, June 10, 2019** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**A. PROCEDURAL ITEMS**

1. Chair Mullin called the meeting to order at 7:00 p.m.
2. Roll Call: Present: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison,  
Ex-officio: Kazmierczak  
Cabinet: Garrison, Maurer, Mons, Ouren, Paul, Vette, Wald
3. Pledge of Allegiance
4. Ellison moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Chapman moved and Beloyed seconded to approve the Consent Agenda consisting of:
  - Approval of minutes for regular meeting of April 8 and work-study of April 22;
  - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
  - Passage of resolution for acceptance of gifts with thank you letters directed to the donors – *Resolution*: 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 gifts;
  - Approve field trips;
  - Passage of resolution to approve Human Resources items to include:  
***Roll call vote, ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.***

**B. PUBLIC FORUM** - Student Lidya Erickson spoke about Policy 504 Student Dress and Appearance.

**C. INFORMATION ITEMS**

1. Sauer Family Foundation Grants - Colleen O'Keefe, Executive Director for the Sauer Family Foundation, presented a \$295,000 grant to Willow Lane, Vadnais Heights, and Birch Lake Elementary Schools to support trauma sensitive schools with the Alive! Program. Willow Lane is in the third year of the program and Vadnais Heights and Birch Lake will be starting the program. She also presented a \$22,785 grant to Early Childhood Special Education (ECSE) to implement Conscious Discipline in all of the White Bear Lake Area Schools Early Childhood Programs. Conscious Discipline is a comprehensive, multi-disciplinary, self-regulation program that integrates social-emotional learning (SEL), school culture, and discipline.
2. Excellence in Financial Reporting Awards - The District received an Excellence in Financial Reporting award from the Association of School Business Officials (ASBO), and the GFOA's Certificate of Achievement for Excellence in Financial Reporting. ISD 624 has received these awards for nineteen consecutive years. The White Bear Lake Area School District has received a bond rating of AA from Standard and Poors every year the district has applied since 2010.

3. Superintendent's Report - Before the meeting students who represented the district in state-level contests in HOSA, Adapted Softball, Boys' Track, Girls' Track, and Boys' Golf were honored. The district has been celebrating strong finishes to the school year. We welcomed proud parents and grandparents for celebrations and 5<sup>th</sup> grade graduations. Older graduates who were celebrated include students in our Transition Plus program, at our Area Learning Center, and at White Bear Lake Area High School. Congratulations to all of our graduates, and families of graduates, on your successes! Photos from end-of-career ceremonies can be found posted on the district's Facebook page. The district honored retirees who served the district for a combined total of almost 1100 years of service at a Retirement Dinner. Watch for our writing contest winners walking in the Manitou Days parade, and be sure to read their award-winning articles in the White Bear Press. Stop by the district's Marketfest booth Thursdays, June 13 – July 25 in Downtown White Bear Lake to receive a free pencil and Bear Paw temporary tattoo! Free summer meals are available at Birch Lake Elementary, Central Middle School, Lakeaires Elementary and WBLAHS - South Campus for kids and teens who are 18 years old and younger. Find additional information on the district's website, [www.isd624.org](http://www.isd624.org) or at [www.summereatsmn.org](http://www.summereatsmn.org) Thank you to all of our students, families and community members for a terrific 2017-18 school year!

#### D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
  - a) Policy 413, Harassment and Violence
  - b) Policy 504, Student Dress and Appearance
  - c) Policy 506, White Bear Lake Area School District Student Discipline Policy
  - d) Policy 525, Violence Prevention
  - e) Policy 611, Homeschooling
  - f) Policy 802, Disposition of Obsolete EquipmentThe above policies were reviewed and will be on the July 15, 2019 School Board agenda for action. **NOTE: Policy 504 Section C. 6. change *Head covering, or item that conceals a student identity* to Head coverings that conceal a student identity.**

#### E. OPERATIONAL ITEMS

1. Ellison moved and Wilson seconded to approve the fiscal year 2020 Preliminary Budget as presented. ***Roll call vote, ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.***
2. Chapman moved and Wilson seconded to approve the property and casualty insurance package with the Minnesota Insurance Scholastic Trust (MIST) in the amount of \$326,520 effective July 1, 2019 through June 30, 2020. ***Roll call vote, ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.***
3. Wilson moved and Ellison seconded to accept the quote of \$597,003 from Dakota Truck Underwriters for workers compensation insurance effective July 1, 2019 through June 30, 2020. ***Roll call vote, ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.***
4. Newmaster moved and Ellison seconded to approve the *Resolution Approving Northeast Metropolitan Intermediate School District No. 916's Long Term Facility Maintenance*



*Budget and Authorizing the Inclusion of a Proportionate Share of Those Projects in the District's Application for Long Term Facility Maintenance Revenue as presented.*

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

5. Wilson moved and Chapman seconded to authorize District administration to develop parameters for a bond referendum to be discussed at the June 27, 2019 work-study meeting and acted upon at the July 15, 2019 regular school board meeting. ***Roll call vote, ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.***
6. Fahey moved and Ellison seconded to approve a work-study meeting on Thursday, June 27 at 5:30 p.m. at District Center in Community Room 112 for the purpose to review the facilities plan. ***Voice vote: All ayes. Nays: none. Motion carried.***
7. Beloyed moved and Newmaster seconded to approve the acceptance of the AGRI Dairy Cooler Grant for \$4,500 and the Share Our Strength/No Kid Hungry Grant for \$3,500. ***Roll call vote, ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.***
8. Beloyed moved and Chapman seconded to approve the following policies as recommended by the School Board Policy Committee and Cabinet.
  - a) Policy 212, School Board Member Development
  - b) Policy 701.1, Modification of School District Budget
  - c) Policy 709, Student Transportation Safety Policy
  - d) Policy 713, Student Activity Accounting***Voice vote: All ayes. Nays: none. Motion carried.***

**F. BOARD FORUM** - Ellison reported that the History Day students are currently at Nationals in Washington D.C.. Wilson commented that he appreciates the 2% increase in funding from the legislature but with increased costs encouraged people to contact their legislators to highlight the importance of education funding. He thanked Monroe Heaney for his donation to the Track and Cross Country programs. Fahey reported that Equity Alliance MN has partnered with PELSB to conduct state-wide cultural competency training and are using the poem, Hoodie, written by former student Hakeem Martins. Beloyed encouraged people to sign up for the WBLAEF golf tournament. Chapman thanked Technology Director Mark Garrison for his service to the district. Mullin congratulated all 2019 graduates. Newmaster thanked district staff who assist in the many events hosted by the district.

**G. ADJOURNMENT** - Wilson moved and Mullin seconded to adjourn at 8:14 p.m.

Submitted by Ellen Fahey, clerk

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

A work-study meeting of the White Bear Lake Area School Board was held on **June 27, 2019** at **5:30 p.m.** in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**A. PROCEDURAL ITEMS**

1. Call to order - Chapman called the meeting to order at 5:30 p.m.  
Roll Call - Present: Beloyed, Chapman, Ellison, Fahey, Mullin (5:56 p.m.),  
Newmaster (5:33 p.m.), Wilson  
Ex-officio: Kazmierczak  
Cabinet: Maurer, Ouren, Paul, Wald

**B. DISCUSSION ITEMS**

1. **Review of Facilities Plan** - Superintendent Kazmierczak and Assistant Superintendent for Finance and Operations Wald presented an overview of the facilities plan which included information related to the financing of the project and tax impact, proposed ballot language, the anticipated phasing of the project, and the Review and Comment Submittal which will be submitted to the MDE following approval at the July 15 meeting. Present to answer questions were Paul Aplikowski and Sal Bagley from Wold Architects and Engineers, Jason Peterson from Kraus-Anderson Construction, and Barbie Doyle and Shelby McQuay from Ehlers, Inc. Information is available on the district website at <https://www.isd624.org/about/facilities-planning>

- C. ADJOURNMENT** - Wilson moved and Mullin seconded to adjourn the meeting at 6:20 p.m.

Submitted by: Ellen Fahey, Clerk

AGENDA ITEM: Monthly Check Registers

MEETING DATE: July 15, 2019

SUGGESTED DISPOSITION: Action Item

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

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**BACKGROUND:**

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

**RECOMMENDED ACTION:**

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

## White Bear Lake Area Schools

### Electronic Transfers - June

		<u>6/14/2019</u>	<u>6/28/2019</u>
Direct Deposit	554889-556504	7,592,953.40	
Direct Deposit	556505-557278		568,061.78

CHECK NUMBER	VENDOR	AMOUNT	CHECK DATE
101437	AARP DRIVER SAFETY PROGRAM	\$ 425.00	6/6/2019
101438	ABJ EDUC CONSULTING	\$ 750.00	6/6/2019
101439	ABSTINENCE RESOURCE CENTER	\$ 150.00	6/6/2019
101440	ADVANTAGE EDUC PROGRAMS	\$ 3,584.00	6/6/2019
101441	AMERICAN FLAGPOLE & FLAG CO	\$ 284.96	6/6/2019
101442	AMERICAN MESSAGING	\$ 25.10	6/6/2019
101443	AMERICAN TIME	\$ 684.33	6/6/2019
101444	ATC GROUP SERVICES LLC	\$ 4,381.80	6/6/2019
101445	AVID CENTER	\$ 16,880.00	6/6/2019
101446	BARNETT WB CHRYSLER JEEP DODGE	\$ 2,174.70	6/6/2019
101447	BELISLE, JEN	\$ 319.75	6/6/2019
101448	BIG BELL ICE CREAM CO	\$ 62.00	6/6/2019
101449	BIGBEAR, JESSE	\$ 225.00	6/6/2019
101450	BIRDIE MARKETING INC	\$ 5,860.00	6/6/2019
101451	BLICK ART MATERIALS	\$ 55.83	6/6/2019
101452	BLUE TARP FINANCIAL INC	\$ 182.77	6/6/2019
101453	BRANSON-LARKIN ELECTRONICS	\$ 1,005.00	6/6/2019
101454	BRANVILLE, KASSANDRA	\$ 91.87	6/6/2019
101455	BREAKOUT INC	\$ 50.00	6/6/2019
101456	BREUER, CATHERINE	\$ 92.49	6/6/2019
101457	BROWN INDUSTRIES INC	\$ 228.74	6/6/2019
101458	BSN SPORTS	\$ 1,419.60	6/6/2019
101459	CAMP ST CROIX	\$ 2,970.00	6/6/2019
101460	CAPPAUL, SAMANTHA	\$ 20.00	6/6/2019
101461	CHARBONNEAU, SUSAN	\$ 37.00	6/6/2019
101462	CINTAS CORP #470	\$ 197.53	6/6/2019
101463	COMSTOCK, JOSEPH	\$ 79.00	6/6/2019
101465	CONNEY SAFETY	\$ 1,433.02	6/6/2019
101467	CONTINENTAL RESEARCH CORP	\$ 2,492.92	6/6/2019
101468	DAVID DOODLE, LLC	\$ 125.00	6/6/2019
101469	DEMCO INC	\$ 1,211.78	6/6/2019
101470	DOMINOS PIZZA	\$ 352.81	6/6/2019
101471	DOOR SERVICE COMPANY	\$ 6,639.00	6/6/2019
101472	DEFINITIVE TECHNOLOGY SOLUTIONS	\$ 160.80	6/6/2019
101473	DUBOIS, RICHARD	\$ 79.00	6/6/2019
101474	DUNLAP INDUSTRIES	\$ 2,800.00	6/6/2019
101475	ECKROTH MUSIC	\$ 15.39	6/6/2019
101476	EPS LITERACY & INTERVENTION	\$ 328.49	6/6/2019
101477	EYE MED	\$ 2,205.78	6/6/2019
101478	FASTENAL COMPANY	\$ 493.51	6/6/2019
101479	FESTIVAL FOODS-KNOWLAN'S	\$ 131.97	6/6/2019
101480	FINNEGAN, AUSTIN	\$ 108.00	6/6/2019
101481	FRA-DOR INC	\$ 710.00	6/6/2019
101482	FRONTIER AG & TURF	\$ 565.93	6/6/2019
101483	FRONTRUNNER SCREEN PRINTING	\$ 251.27	6/6/2019

101484 FUN EXPRESS LLC	\$	39.02	6/6/2019
101485 FURLONG, SHARON	\$	306.00	6/6/2019
101486 GAYLA INDUSTRIES INC	\$	78.45	6/6/2019
101487 GENERAL OFFICE PRODUCTS CO	\$	1,761.92	6/6/2019
101488 GOPHER	\$	790.20	6/6/2019
101489 GOPHER PLUMBING SUPPLY	\$	142.38	6/6/2019
101490 GRANDMA'S BAKERY INC	\$	74.00	6/6/2019
101491 GROTH MUSIC CO	\$	170.00	6/6/2019
101492 HAMILTON-HEHN, AMAYA	\$	25.96	6/6/2019
101493 HAMLINE UNIVERSITY	\$	990.00	6/6/2019
101494 HAUPT, MARY	\$	168.95	6/6/2019
101495 HISDAHL INC	\$	263.50	6/6/2019
101496 HITESMAN & WOLD, P.A.	\$	1,570.00	6/6/2019
101497 HOME DEPOT CREDIT SERVICES	\$	922.11	6/6/2019
101498 IDC AUTOMATIC	\$	998.30	6/6/2019
101500 INNOVATIVE OFFICE SOLUTIONS	\$	590.56	6/6/2019
101501 INSPEC INC	\$	540.00	6/6/2019
101502 INTERMEDIATE DISTRICT 287	\$	6,497.47	6/6/2019
101503 ISD #833 SOUTH WASHINGTON CO	\$	120.00	6/6/2019
101504 JAYTECH INC	\$	817.50	6/6/2019
101505 JOHN DEERE FINANCIAL	\$	1,118.26	6/6/2019
101506 JOHNSON, MICHELLE	\$	75.05	6/6/2019
101507 JOHNSON CONTROLS FIRE PROTECTION LP	\$	260.99	6/6/2019
101508 JOHNSON, TRACY	\$	43.60	6/6/2019
101509 JUNIOR ACHIEVEMENT	\$	900.00	6/6/2019
101510 JW PEPPER & SON INC	\$	81.50	6/6/2019
101511 KEBM	\$	16.85	6/6/2019
101512 KIMBALL MIDWEST	\$	283.93	6/6/2019
101515 KRAFT CONTRACTING & MECHANICAL	\$	10,693.79	6/6/2019
101516 LAKES COUNTRY SERVICE COOP	\$	230.00	6/6/2019
101517 LAKESHORE LEARNING STORE	\$	653.76	6/6/2019
101518 LARKIN, PETER	\$	60.00	6/6/2019
101519 LARSON, KRISTINE	\$	27.80	6/6/2019
101520 LIANG, MARY	\$	82.64	6/6/2019
101521 LIBERTY CLASSICAL ACADEMY	\$	11,076.88	6/6/2019
101522 L T G POWER EQUIPMENT	\$	8.00	6/6/2019
101523 MACKIN EDUCATIONAL RESOURCES	\$	3,351.43	6/6/2019
101524 MADISON NATIONAL LIFE	\$	36,690.69	6/6/2019
101525 MAILFINANCE INC	\$	431.82	6/6/2019
101526 MALECEK TEAM WRESTLING CAMP LLC	\$	6,730.00	6/6/2019
101527 MANITOU EVENT CENTER	\$	5,295.87	6/6/2019
101528 MAPT	\$	60.00	6/6/2019
101529 MN ASSOC OF SCH BUSINESS OFFICIALS	\$	50.00	6/6/2019
101530 MN ASSOC OF SCHOOL MAINTENANCE SUPV	\$	225.00	6/6/2019
101531 MN ASSOC OF SECRETARIES TO THE PRINCIPALS	\$	180.00	6/6/2019
101532 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$	2,778.00	6/6/2019
101533 THE MASTER TEACHER	\$	159.86	6/6/2019

101534 MCKNIGHT, IAN	\$	200.00	6/6/2019
101535 THE MEDI-KID CO	\$	51.00	6/6/2019
101536 MN ELEMENTARY SCH PRIN ASSOC	\$	924.00	6/6/2019
101537 METRO ECSU	\$	185.00	6/6/2019
101538 METRO MEALS ON WHEELS INC	\$	547.50	6/6/2019
101539 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$	100.82	6/6/2019
101540 MINVALCO INC	\$	338.50	6/6/2019
101541 MN DEPT OF HEALTH	\$	640.00	6/6/2019
101542 MN HISTORICAL SOCIETY	\$	3,768.00	6/6/2019
101543 MN ZOO	\$	622.00	6/6/2019
101544 MOBILE RADIO ENGINEERING INC	\$	1,199.45	6/6/2019
101545 MOORHEAD AREA PUBLIC SCHOOLS	\$	306.68	6/6/2019
101546 MSNA	\$	3,420.00	6/6/2019
101547 MUSIC-ADE, LLC	\$	600.00	6/6/2019
101548 MUSIC IN MOTION	\$	613.33	6/6/2019
101549 NAC MECHANICAL & ELECTRICAL SERV	\$	324.00	6/6/2019
101550 NAPA AUTO PARTS	\$	190.61	6/6/2019
101551 NASCO	\$	11.00	6/6/2019
101552 NASSEFF MECH CONTRACTORS	\$	7,665.00	6/6/2019
101553 NATL HONOR SOCIETY	\$	385.00	6/6/2019
101554 NATL ASSOC OF MULTICULTURAL ED	\$	100.00	6/6/2019
101555 NCPERS MINNESOTA	\$	160.00	6/6/2019
101556 NEOFUNDS BY NEOPOST	\$	1,000.00	6/6/2019
101557 NIXON, CATHERINE	\$	125.00	6/6/2019
101558 NORTHBOUND CREATIVE	\$	1,000.00	6/6/2019
101559 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$	420,252.27	6/6/2019
101560 NORTHERN LANDSCAPE & IRRIGATION INC	\$	16,457.00	6/6/2019
101561 NOVA CLASSICAL ACADEMY	\$	350.00	6/6/2019
101562 NYSTROM PUBLISHING CO INC	\$	2,824.06	6/6/2019
101563 O'REILLY AUTOMOTIVE INC	\$	2.99	6/6/2019
101564 OFFICE DEPOT	\$	58.89	6/6/2019
101565 ON SITE SANITATION INC	\$	2,224.28	6/6/2019
101566 ONLY 1 AUTO GLASS	\$	278.40	6/6/2019
101567 PAULSON TRACK MANAGEMENT	\$	1,150.00	6/6/2019
101568 PERNSTEINER CREATIVE GROUP	\$	275.00	6/6/2019
101569 PETERSON, JENNY	\$	169.84	6/6/2019
101570 PETERSON BROS ROOFING & CONST	\$	2,927.32	6/6/2019
101571 PICTURE THAT!	\$	189.00	6/6/2019
101572 PINZ	\$	187.94	6/6/2019
101573 PLANK ROAD PUBLISHING INC	\$	325.87	6/6/2019
101574 PODRATZ, DIANE	\$	120.00	6/6/2019
101575 PODRATZ, JAMES	\$	120.00	6/6/2019
101576 PRECISION SIGNS & LABELS/ENVISION GRAPHICS	\$	411.30	6/6/2019
101577 PREINER, MARY	\$	132.14	6/6/2019
101578 PRESS PUBLICATIONS	\$	439.13	6/6/2019
101579 PRO-ED INC	\$	46.20	6/6/2019
101580 RATTE, DAVE	\$	120.00	6/6/2019

101581 RED BALLOON BOOKSHOP	\$	347.50	6/6/2019
101582 REGION 4AA	\$	3,338.00	6/6/2019
101583 REHBEIN TRANSIT CO	\$	31,590.00	6/6/2019
101584 RIDE BRAND	\$	805.00	6/6/2019
101585 RIES, ROBERT	\$	133.00	6/6/2019
101586 RIPLEY, MATTHEW	\$	133.00	6/6/2019
101587 RM COTTON COMPANY	\$	653.00	6/6/2019
101588 ROE, ERIN	\$	550.00	6/6/2019
101589 ROSEVILLE SPEECH	\$	129.00	6/6/2019
101590 RUOHOMAKI, SEAN	\$	80.00	6/6/2019
101591 RUPP, HENRY	\$	270.00	6/6/2019
101592 SAF ENTERPRISES LLC	\$	245.43	6/6/2019
101593 SAFETY-KLEEN CORP	\$	393.83	6/6/2019
101594 SAFETYFIRST PLAYGROUND SURFACING LLC	\$	419.40	6/6/2019
101595 SAFEWAY DRIVING SCHOOL	\$	9,450.00	6/6/2019
101596 SAGDALEN, REBEKAH	\$	35.00	6/6/2019
101597 SAMACO SUPPLY	\$	3,800.00	6/6/2019
101598 SANDBERG, JOE	\$	80.00	6/6/2019
101599 SCHMEICHEL, RUSS	\$	75.00	6/6/2019
101600 SCHOLASTIC LIBRARY PUBLISHING	\$	589.00	6/6/2019
101601 SCHOLASTIC BOOK FAIRS	\$	5,143.99	6/6/2019
101602 SCHOOL SPECIALTY	\$	933.27	6/6/2019
101603 SCHULTZ, ALAN	\$	217.00	6/6/2019
101604 SCHULTZ, PAUL	\$	350.00	6/6/2019
101605 SEACREST, GREENLEE	\$	434.70	6/6/2019
101606 SEEVER, GRAY	\$	320.00	6/6/2019
101607 SENIOR SERVICES CONSORTIUM	\$	2,500.00	6/6/2019
101608 SEVERSON, LAUREL	\$	100.00	6/6/2019
101609 SHARING AND CARING HANDS	\$	226.00	6/6/2019
101610 SMITH, DIANE	\$	163.06	6/6/2019
101611 SMITLEY, SHARON	\$	125.00	6/6/2019
101612 SCHOOL NUTRITION ASSOC (SNA)	\$	56.00	6/6/2019
101613 SOCIAL STUDIES SCHOOL SERVICE	\$	62.64	6/6/2019
101614 ST MARTIN, ANN	\$	56.87	6/6/2019
101615 ST PAUL RIVER CENTRE	\$	2,003.57	6/6/2019
101616 STATE OF FUN	\$	4,250.00	6/6/2019
101617 STATE SUPPLY CO	\$	1,106.98	6/6/2019
101618 STILLWATER JR HIGH SCHOOL	\$	120.00	6/6/2019
101619 STOLTZ, STEVE	\$	80.00	6/6/2019
101620 STRATEGIC STAFFING SOLUTIONS	\$	756.25	6/6/2019
101621 STREAMLINE DESIGN INC	\$	30.00	6/6/2019
101622 STURM, JASON	\$	133.00	6/6/2019
101623 SUBSCRIPTION SERV OF AMER INC	\$	613.23	6/6/2019
101624 SUMMIT COMPANIES	\$	825.00	6/6/2019
101625 SUN RAY LANES	\$	917.00	6/6/2019
101626 TA SCHIFSKY & SONS INC	\$	21.61	6/6/2019
101627 TALLY'S DOCKSIDE	\$	192.00	6/6/2019



101628	TEACHER SYNERGY LLC	\$	752.99	6/6/2019
101629	TERMINAL SUPPLY CO	\$	360.01	6/6/2019
101630	TOWN & COUNTRY LANDSCAPING OF ROGERS, INC.	\$	4,500.00	6/6/2019
101631	TRADE PRESS INC	\$	494.00	6/6/2019
101632	TRANS-MISSISSIPPI BIO SUPPLY	\$	593.44	6/6/2019
101633	TREASURED TRANSPORTATION	\$	63,434.08	6/6/2019
101634	T.R.F. SUPPLY CO	\$	436.56	6/6/2019
101635	TRIMARK	\$	65,759.34	6/6/2019
101636	TRUSTED EMPLOYEES	\$	3,801.85	6/6/2019
101637	TSA CONSULTING GROUP	\$	940.24	6/6/2019
101638	TURFWERKS INC	\$	1,160.08	6/6/2019
101639	TUSA, COLLEEN	\$	75.00	6/6/2019
101640	TWIN CITY HARDWARE	\$	379.80	6/6/2019
101641	TWIN CITY TRANSPORTATION INC	\$	96,778.31	6/6/2019
101642	TWIN CITY OFFICIALS	\$	920.00	6/6/2019
101643	TYLER TECHNOLOGIES INC	\$	5,806.73	6/6/2019
101644	UHL CO INC	\$	2,153.30	6/6/2019
101645	UNRL	\$	2,340.00	6/6/2019
101646	UPS	\$	4.50	6/6/2019
101647	V!ROC	\$	4,800.00	6/6/2019
101648	VANHOUTEN, SHANNON	\$	49.95	6/6/2019
101649	VENBURG TIRE CO	\$	25.00	6/6/2019
101650	VIKING ELECTRIC SUPPLY	\$	4,307.45	6/6/2019
101651	VILLAGE SPORTS BAR	\$	2,697.00	6/6/2019
101652	VOYAGER SOPRIS LEARNING	\$	75.00	6/6/2019
101653	VOYAGEUR OUTWARD BOUND SCHOOL	\$	547.50	6/6/2019
101654	WHITE BEAR DANCE CENTER	\$	615.00	6/6/2019
101655	WHITE BEAR LOCKSMITH INC	\$	90.00	6/6/2019
101656	WHITE BEAR LAKE UMPIRES ASSN	\$	1,150.00	6/6/2019
101657	WEBER, CRAIG	\$	187.00	6/6/2019
101658	WEILL, RONALD	\$	158.00	6/6/2019
101659	WELLNER LAW PLLC	\$	200.00	6/6/2019
101660	WHITE, TIM	\$	160.00	6/6/2019
101661	WILLCOXON, KRISTEN	\$	106.50	6/6/2019
101662	WILLIAMS, KYLE	\$	78.00	6/6/2019
101663	WILSON, GARY	\$	200.00	6/6/2019
101664	WINNING EDGE SEMINARS	\$	1,500.00	6/6/2019
101665	WITHAM, ALLISON	\$	100.00	6/6/2019
101666	WOLD ARCHITECTS AND ENGINEERS	\$	3,017.12	6/6/2019
101667	WORLD BOOK SCHOOL & LIBRARY	\$	2,612.00	6/6/2019
101668	WORLD OF READING LTD	\$	344.93	6/6/2019
101669	YANG, MEE	\$	483.84	6/6/2019
101670	YANG, NAOMI	\$	25.00	6/6/2019
101671	YMCA CAMP ICAGHOWAN	\$	1,645.50	6/6/2019
101672	YMCA OF THE GREATER TWIN CITIES	\$	3,400.00	6/6/2019
101673	YOUTH ENRICHMENT LEAGUE	\$	5,105.00	6/6/2019
101674	YOUTH IN GOVERNMENT	\$	6,000.00	6/6/2019

101675 LINCOLN ELEMENTARY PTA	\$	8,961.66	6/6/2019
101676 REGION 4AA	\$	7,836.00	6/11/2019
101677 CUB FOODS OF WHITE BEAR TWSHP	\$	377.62	6/11/2019
101678 SAM'S CLUB/SYNCHRONY BANK	\$	1,022.99	6/11/2019
101679 SAM'S CLUB/SYNCHRONY BANK	\$	1,230.64	6/11/2019
101680 SAM'S CLUB/SYNCHRONY BANK	\$	772.12	6/11/2019
101681 SAM'S CLUB/SYNCHRONY BANK	\$	65.86	6/11/2019
101682 SAM'S CLUB/SYNCHRONY BANK	\$	88.82	6/11/2019
101683 SAM'S CLUB/SYNCHRONY BANK	\$	1,735.22	6/11/2019
101684 SYNCHRONY BANK	\$	21.64	6/11/2019
101685 GURSTEL CHARGO ATTORNEYS AT LAW	\$	757.10	6/14/2019
101686 GREATER TWIN CITIES UNITED WAY	\$	135.00	6/14/2019
101687 IUOE LOCAL 70	\$	2,383.14	6/14/2019
101688 RAUSCH, STURM, ISRAEL,	\$	604.76	6/14/2019
101690 SCHOOL SERVICE EMPLOYEES	\$	18,139.62	6/14/2019
101691 US DEPT OF EDUCATION	\$	2,929.56	6/14/2019
101692 WBLA EDUCATIONAL FOUNDATION	\$	545.50	6/14/2019
101693 WI SCTF	\$	2,381.75	6/14/2019
101694 3:12 FITNESS	\$	75.00	6/20/2019
101695 AARP DRIVER SAFETY PROGRAM	\$	460.00	6/20/2019
101696 ACT INC	\$	28,594.00	6/20/2019
101698 AGROPUR INC	\$	23,045.83	6/20/2019
101699 ALLSTREAM	\$	3,986.89	6/20/2019
101700 ARNDT, ERIKA	\$	160.00	6/20/2019
101701 AVID CENTER	\$	1,540.00	6/20/2019
101702 BALFOUR YEARBOOKS	\$	2,179.01	6/20/2019
101703 BARTHOLD	\$	2,119.04	6/20/2019
101704 BATTERIES PLUS BULBS	\$	125.70	6/20/2019
101705 BERGSTROM, ROBERT P	\$	120.00	6/20/2019
101706 BLICK ART MATERIALS	\$	18.66	6/20/2019
101707 BLUE CROSS / BLUE SHIELD OF MN	\$	22,077.50	6/20/2019
101708 BLUE TARP FINANCIAL INC	\$	374.95	6/20/2019
101709 BLUEBIRD SCREEN PRINT	\$	30.19	6/20/2019
101710 BOEING, KEVIN	\$	80.00	6/20/2019
101711 BROWN INDUSTRIES INC	\$	215.84	6/20/2019
101712 BSN SPORTS	\$	1,068.00	6/20/2019
101713 CADAN TECHNOLOGIES	\$	541.17	6/20/2019
101714 CDW GOVERNMENT INC	\$	1,143.39	6/20/2019
101715 CENTURY COLLEGE	\$	32,500.00	6/20/2019
101716 CERENITY SENIOR CARE	\$	12,326.00	6/20/2019
101717 CERMAK, CHRISTINE	\$	2,997.80	6/20/2019
101718 CERTIFIED LABORATORIES	\$	744.34	6/20/2019
101719 CHILDREN'S PERFORMING ARTS	\$	1,375.00	6/20/2019
101720 CINTAS CORP #470	\$	105.74	6/20/2019
101721 CMRS-FP	\$	6,000.00	6/20/2019
101722 COMCAST	\$	293.06	6/20/2019
101723 COMMERCIAL KITCHEN SERVICES	\$	325.00	6/20/2019

101724	COMO PARK ZOO AND CONSERVATORY-EDUCATION	\$	250.00	6/20/2019
101725	CONNEY SAFETY	\$	440.58	6/20/2019
101726	CONTINENTAL CLAY CO	\$	6.40	6/20/2019
101727	CONTINENTAL RESEARCH CORP	\$	1,299.04	6/20/2019
101728	CRYSTAL CAVE INC	\$	2,937.04	6/20/2019
101729	CUB FOODS OF WHITE BEAR TWSHP	\$	1,702.75	6/20/2019
101730	CUMMINS NPOWER LLC	\$	1,183.06	6/20/2019
101731	CUNNINGHAM, BRIAN	\$	70.00	6/20/2019
101732	DALCO CORPORATION	\$	52,114.02	6/20/2019
101733	DELLWOOD COUNTRY CLUB	\$	3,695.13	6/20/2019
101734	DEMCO INC	\$	412.88	6/20/2019
101735	DESTACHE, DANIEL	\$	150.00	6/20/2019
101736	DIVERSIFIED SNACK DISTRIBUTION	\$	2,169.97	6/20/2019
101737	DOMINOS PIZZA	\$	304.49	6/20/2019
101738	DONATELLI'S	\$	39.36	6/20/2019
101739	DOUGLAS, SANDRA	\$	50.00	6/20/2019
101740	DEFINITIVE TECHNOLOGY SOLUTIONS	\$	23,369.34	6/20/2019
101741	DEFINITIVE TECHNOLOGY SOLUTION	\$	27,287.40	6/20/2019
101742	ECCO MIDWEST, INC	\$	800.00	6/20/2019
101743	ECKROTH MUSIC	\$	121.00	6/20/2019
101744	ED'S TROPHIES INC	\$	106.00	6/20/2019
101745	EHLERS, CARTER	\$	100.00	6/20/2019
101746	ELECTRO WATCHMAN INC	\$	155.00	6/20/2019
101747	EPS LITERACY & INTERVENTION	\$	(86.02)	6/21/2019
101747	EPS LITERACY & INTERVENTION	\$	86.02	6/20/2019
101748	EVERSON, MARK	\$	815.00	6/20/2019
101749	FASTENAL COMPANY	\$	36.88	6/20/2019
101750	FESTIVAL FOODS-KNOWLAN'S	\$	32.97	6/20/2019
101751	FIREFLY COMPUTERS	\$	374.74	6/20/2019
101752	FIRST STUDENT INC	\$	295,070.87	6/20/2019
101753	FIRTH, ROBBIN	\$	122.50	6/20/2019
101754	FLAHERTY'S ARDEN BOWL	\$	2,805.00	6/20/2019
101755	FLEMONS, WILLIAM II	\$	100.00	6/20/2019
101756	FOLLETT SCHOOL SOLUTIONS INC	\$	2,306.90	6/20/2019
101757	FOSTER GRANDPARENT PROGRAM	\$	150.00	6/20/2019
101758	FRA-DOR INC	\$	760.00	6/20/2019
101759	FRASSATI CATHOLIC ACADEMY	\$	21,732.38	6/20/2019
101760	FRATTALONES HARDWARE STORES	\$	941.41	6/20/2019
101761	FRAYNE, JORDAN	\$	185.00	6/20/2019
101762	GADBOIS, MAGGIE	\$	16.42	6/20/2019
101763	GALLAGHERS NORTHWESTERN TIRE CO INC	\$	1,051.22	6/20/2019
101764	GALLAGHER, HELEN	\$	95.00	6/20/2019
101765	GILL, PATRICIA	\$	86.63	6/20/2019
101766	GILLUND ENTERPRISES	\$	211.16	6/20/2019
101767	GOLDCOM INC	\$	592.34	6/20/2019
101768	GRAINGER	\$	1,292.98	6/20/2019
101769	GRANDMA'S BAKERY INC	\$	74.00	6/20/2019

101770 GRAWE, JARED	\$	6.99	6/20/2019
101771 GREATAMERICA FINANCIAL SERVICES	\$	334.85	6/20/2019
101772 GROTH MUSIC CO	\$	50.00	6/20/2019
101774 HAAS MUSICAL INSTRUMENT REPAIR	\$	860.90	6/20/2019
101775 HALO TRANSPORTATION	\$	6,722.50	6/20/2019
101776 HARDING, KARLA	\$	15.00	6/20/2019
101777 HAYES SPECIALTIES CORP.	\$	27.00	6/20/2019
101778 HEALTHPARTNERS	\$	3,824.11	6/20/2019
101779 HEGGIES PIZZA	\$	1,103.24	6/20/2019
101780 HEINEMANN	\$	11,023.81	6/20/2019
101781 HER, YER	\$	50.00	6/20/2019
101782 HERITAGE FOOD SERVICE GROUP	\$	307.89	6/20/2019
101783 HIAWATHA HOMECARE	\$	7,126.00	6/20/2019
101784 HICKS, SUSAN	\$	40.00	6/20/2019
101785 HINES GERALD	\$	120.00	6/20/2019
101786 HISDAHL INC	\$	14.55	6/20/2019
101787 HOBART SERVICE	\$	8,000.00	6/20/2019
101788 HOGLUND BUS AND TRUCK CO	\$	4,755.48	6/20/2019
101789 HOLIDAY INN EXPRESS & SUITES	\$	1,133.80	6/20/2019
101792 IFD	\$	152,537.75	6/20/2019
101793 IGNITE SYNERGY, INC	\$	1,500.00	6/20/2019
101794 INNOVATIVE OFFICE SOLUTIONS	\$	603.49	6/20/2019
101795 JIMMY JOHNS #869	\$	49.47	6/20/2019
101796 JONELL, ANN	\$	13.99	6/20/2019
101797 JUNIOR ACHIEVEMENT	\$	675.00	6/20/2019
101798 JW PEPPER & SON INC	\$	832.98	6/20/2019
101799 KATH FUEL OIL SERVICE CO	\$	19,044.88	6/20/2019
101800 KC BEVCO	\$	180.00	6/20/2019
101801 KEYSTONE INTERPRETING SOLUTIONS	\$	508.00	6/20/2019
101802 KIMBALL MIDWEST	\$	188.50	6/20/2019
101803 KINNI SPORT & POWER	\$	177.18	6/20/2019
101804 KOLL, KATHERINE	\$	45.00	6/20/2019
101805 KONICA MINOLTA PREMIER FINANCE	\$	6,006.59	6/20/2019
101806 KOWITZ, MARY	\$	302.33	6/20/2019
101807 KRAFT CONTRACTING & MECHANICAL	\$	1,680.00	6/20/2019
101808 KURTA, JUSTIN	\$	200.00	6/20/2019
101809 LARSON ENGINEERING INC	\$	400.00	6/20/2019
101810 LEARNING FORWARD MN	\$	350.00	6/20/2019
101811 LEBENS FLORAL	\$	481.33	6/20/2019
101812 LIBERTY CLASSICAL ACADEMY	\$	6,383.23	6/20/2019
101813 LITERARY RESOURCES INC	\$	171.98	6/20/2019
101814 MACKIN EDUCATIONAL RESOURCES	\$	1,125.71	6/20/2019
101815 MAHS/MASC	\$	200.00	6/20/2019
101816 MANITOU EVENT CENTER	\$	1,462.43	6/20/2019
101817 MARCO, INC	\$	650.69	6/20/2019
101818 MARIER, MARYJANE	\$	139.39	6/20/2019
101819 MASA JOBSITE	\$	1,305.00	6/20/2019

101820 MN ASSOC OF SCH BUSINESS OFFICIALS	\$	110.00	6/20/2019
101821 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$	1,720.00	6/20/2019
101822 MAUER COMPANY	\$	11,949.00	6/20/2019
101823 MCCRAY EXPRESS SPORTS NETWORK	\$	234.00	6/20/2019
101824 MCMANAMON, CONOR	\$	25.00	6/20/2019
101825 MN ELEMENTARY SCH PRIN ASSOC	\$	924.00	6/20/2019
101826 METRO MEALS ON WHEELS INC	\$	5,917.00	6/20/2019
101827 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$	2,437.20	6/20/2019
101828 MINVALCO INC	\$	1,696.50	6/20/2019
101829 MN DEPT OF HEALTH	\$	35.00	6/20/2019
101830 MN HISTORICAL SOCIETY	\$	1,704.00	6/20/2019
101831 MN STATE UNIV MANKATO	\$	375.00	6/20/2019
101832 MN ZOO	\$	1,381.00	6/20/2019
101833 MOORHEAD MACHINERY & BOILER CO	\$	1,649.77	6/20/2019
101834 MUMBLEAU, JANE	\$	120.00	6/20/2019
101835 NAPA AUTO PARTS	\$	19.99	6/20/2019
101836 NAPGEZEK, JOEL	\$	70.00	6/20/2019
101837 NASCO	\$	360.75	6/20/2019
101838 NASP INC	\$	2,635.00	6/20/2019
101839 NASSEFF MECH CONTRACTORS	\$	3,722.75	6/20/2019
101840 NATL PEN COMPANY	\$	1,656.34	6/20/2019
101841 NATL RECOGNITION PRODUCTS	\$	13,225.62	6/20/2019
101842 NELSON, ALISSA	\$	82.94	6/20/2019
101843 NELSON'S PRO SHOP	\$	3,042.00	6/20/2019
101844 NICOL, BARBARA	\$	3,125.00	6/20/2019
101845 NORCENTRONIX DISTRIBUTING	\$	570.00	6/20/2019
101846 NORTH CENTRAL BLUE BIRD BUS SALES	\$	7,195.55	6/20/2019
101847 NORTH STAR BANK	\$	7,650.00	6/20/2019
101848 NORTHBOUND CREATIVE	\$	3,693.25	6/20/2019
101849 NORTHERN ESCROW	\$	150,041.47	6/20/2019
101850 NORTHWESTERN VOLLEYBALL	\$	1,260.00	6/20/2019
101851 O'REILLY AUTOMOTIVE INC	\$	3.99	6/20/2019
101852 OCEL, JON	\$	35.00	6/20/2019
101853 OCEL, KATHLEEN	\$	35.00	6/20/2019
101854 OLSON, JOHN	\$	95.00	6/20/2019
101855 ONEKA RIDGE GOLF COURSE	\$	1,800.00	6/20/2019
101856 ONLY 1 AUTO GLASS	\$	75.00	6/20/2019
101857 OPATRNY, ANDREA	\$	241.50	6/20/2019
101858 OSWALD, HEATHER	\$	92.95	6/20/2019
101859 OUTDOOR ALUMINUM	\$	2,829.00	6/20/2019
101860 PAI	\$	507.79	6/20/2019
101861 PATRICK TROPHIES	\$	248.68	6/20/2019
101862 PAULSON, JULIANNE	\$	120.00	6/20/2019
101863 PECK, KATHERINE	\$	5.92	6/20/2019
101864 PETERSON, JENNY	\$	338.06	6/20/2019
101865 PETERSON BROS ROOFING & CONST	\$	2,237.68	6/20/2019
101866 PIONEER ATHLETICS	\$	(171.00)	6/21/2019

101866 PIONEER ATHLETICS	\$	171.00	6/20/2019
101867 PIONEER MANUFACTURING CO	\$	342.60	6/20/2019
101868 PODS COMPLETE CAR CARE	\$	3,024.92	6/20/2019
101869 POWELL, CLAIRE	\$	6.49	6/20/2019
101870 PRAXAIR DISTRIBUTION INC	\$	31.67	6/20/2019
101871 PRESS PUBLICATIONS	\$	591.15	6/20/2019
101872 RAINBOW RESOURCE CENTER INC	\$	240.19	6/20/2019
101873 RAMSEY COUNTY	\$	4,424.00	6/20/2019
101874 REHABMART LLC	\$	60.60	6/20/2019
101875 REIF, NOELLE	\$	83.65	6/20/2019
101876 REPUBLIC SERVICES #899	\$	9,886.35	6/20/2019
101877 REVOLUTION SPORTING GOODS	\$	1,625.00	6/20/2019
101878 ROCHESTER 100 INC	\$	472.50	6/20/2019
101879 ROE, ERIN	\$	445.00	6/20/2019
101880 ROSSITER, DANIEL	\$	120.00	6/20/2019
101881 SAMUEL, ROBIN	\$	95.00	6/20/2019
101882 SCHMITT MUSIC COMPANY	\$	1,750.00	6/20/2019
101883 SCHOLASTIC BOOK FAIRS	\$	562.35	6/20/2019
101884 SCHOOL FIX CATALOG	\$	365.13	6/20/2019
101885 SCHOOL SPECIALTY	\$	666.18	6/20/2019
101886 SCHUETTE, JANET	\$	64.00	6/20/2019
101887 SEEVER, GRAY	\$	160.00	6/20/2019
101888 SENTRY SYSTEMS INC	\$	12,562.32	6/20/2019
101889 SHRED-IT USA - MINNEAPOLIS	\$	355.47	6/20/2019
101890 SITEONE LANDSCAPE SUPPLY	\$	397.41	6/20/2019
101891 SOLID GROUND	\$	215.00	6/20/2019
101892 ST ANDREWS LUTHERAN CHURCH	\$	100.00	6/20/2019
101893 ST PAUL PUBLIC SCHOOLS	\$	1,188.64	6/20/2019
101901 STAPLES ADVANTAGE	\$	3,312.76	6/20/2019
101902 STAR AUTISM SUPPORT INC	\$	299.00	6/20/2019
101903 STATE SUPPLY CO	\$	155.56	6/20/2019
101904 STATE CHEMICAL MANUF CO	\$	477.59	6/20/2019
101905 STILLWATER AREA HIGH SCHOOL	\$	1,425.00	6/20/2019
101906 STREET SMART SALES, RENTALS, SERVICE	\$	719.51	6/20/2019
101907 STRIKE VISUALS	\$	342.42	6/20/2019
101908 STROHMAN, AMY	\$	17.98	6/20/2019
101909 SUMMIT COMPANIES	\$	3,311.06	6/20/2019
101910 SWANSON, PAUL	\$	34.35	6/20/2019
101911 TEACHER SYNERGY LLC	\$	127.99	6/20/2019
101912 TERMINAL SUPPLY CO	\$	104.76	6/20/2019
101913 THE ANTON GROUP, LLC	\$	948.75	6/20/2019
101914 THOMAZIN, ELISA	\$	45.65	6/20/2019
101915 TLUSTY, KENDRA	\$	118.97	6/20/2019
101916 TORIS PRECIOUS PETS	\$	125.00	6/20/2019
101917 TOWNLEY, ERIKA	\$	100.00	6/20/2019
101918 TR ENVIRONMENTAL CONSULTING, LLC	\$	336.00	6/20/2019
101919 TREASURED TRANSPORTATION	\$	128,858.41	6/20/2019

101920 TRIO SUPPLY COMPANY	\$	1,892.56	6/20/2019
101921 TROY BURNE GOLF CLUB	\$	1,335.19	6/20/2019
101922 TSCHETTER, DANA	\$	434.70	6/20/2019
101923 TWIN CITY JANITOR SUPPLY CO	\$	217.37	6/20/2019
101924 UHL CO INC	\$	3,957.00	6/20/2019
101925 V!ROC	\$	5,500.00	6/20/2019
101926 VALLEY TROPHY INC	\$	120.75	6/20/2019
101927 VERIZON WIRELESS	\$	1,441.42	6/20/2019
101928 VISTA HIGHER LEARNING	\$	222.65	6/20/2019
101929 WAHOO! ADVENTURES	\$	285.00	6/20/2019
101930 WALFOORT, ANTHONY	\$	40.00	6/20/2019
101931 WALLACE, MADELINE	\$	100.00	6/20/2019
101932 WALSER AUTOMOTIVE GROUP	\$	655.87	6/20/2019
101933 WALSWORTH PUBLISHING CO	\$	1,471.47	6/20/2019
101934 WARGO NATURE CENTER	\$	528.50	6/20/2019
101935 WHITE BEAR CENTER FOR THE ARTS	\$	15,050.00	6/20/2019
101936 WHITE BEAR GLASS INC	\$	704.00	6/20/2019
101937 WHITE BEAR LAKE (CITY OF)	\$	7,524.72	6/20/2019
101938 WE CHARITY	\$	500.00	6/20/2019
101939 WESTERN PSYCHOLOGICAL SERVICES	\$	112.50	6/20/2019
101940 WHITEMAN, ERNEST	\$	400.00	6/20/2019
101941 WILLOW LANE ELEM PTO	\$	495.00	6/20/2019
101942 WINDSTREAM	\$	2,063.18	6/20/2019
101943 WINN, TRACI	\$	5.99	6/20/2019
101944 WOODBURN PRESS	\$	238.06	6/20/2019
101945 WOODCOCK, MARK	\$	90.00	6/20/2019
101946 WOODCOCK, MURRAY	\$	90.00	6/20/2019
101947 XCEL ENERGY	\$	8,742.16	6/20/2019
101948 XCEL ENERGY	\$	96,450.80	6/20/2019
101949 YMCA CAMP ICAGHOWAN	\$	8,556.25	6/20/2019
101950 YOUNG MATHEW	\$	216.20	6/20/2019
101951 ZIROMEDIA	\$	8,482.50	6/20/2019
101952 TWIN CITIES KAYAK, LLC	\$	740.00	6/20/2019
101953 BETHEL UNIVERSITY FINANCIAL AID OFFICE	\$	1,000.00	6/21/2019
101954 CARLETON COLLEGE	\$	1,000.00	6/21/2019
101955 CARLETON COLLEGE	\$	1,000.00	6/21/2019
101956 CENTURY COLLEGE	\$	1,000.00	6/21/2019
101957 CENTURY COLLEGE	\$	1,000.00	6/21/2019
101958 CENTURY COLLEGE	\$	1,000.00	6/21/2019
101959 EPS LITERACY & INTERVENTION	\$	86.02	6/21/2019
101960 FOREST LAKE HIGH SCHOOL	\$	350.00	6/21/2019
101961 GUSTAVUS ADOLPHUS COLLEGE	\$	1,500.00	6/21/2019
101962 HAMLINE UNIVERSITY	\$	500.00	6/21/2019
101963 HAMLINE UNIVERSITY	\$	500.00	6/21/2019
101964 HAMLINE UNIVERSITY	\$	1,000.00	6/21/2019
101965 HAMLINE UNIVERSITY	\$	500.00	6/21/2019
101966 INVER HILLS COMMUNITY COLLEGE	\$	3,000.00	6/21/2019

101967 KU OFFICE OF FINANCIAL AID	\$	1,000.00	6/21/2019
101968 LOYOLA UNIVERSITY - CHICAGO	\$	2,000.00	6/21/2019
101969 LOYOLA UNIVERSITY - CHICAGO	\$	500.00	6/21/2019
101970 LUTHER COLLEGE FINANCIAL AID	\$	1,000.00	6/21/2019
101971 MONTANA STATE OFFICE FINANCIAL AID	\$	750.00	6/21/2019
101972 MONTANA STATE OFFICE FINANCIAL AID	\$	500.00	6/21/2019
101973 MONTANA STATE OFFICE FINANCIAL AID	\$	500.00	6/21/2019
101974 NORTHERN MICHIGAN UNIVERSITY	\$	500.00	6/21/2019
101975 PIONEER MANUFACTURING CO	\$	171.00	6/21/2019
101976 PLU - OFFICE OF FINANCIAL AID	\$	1,000.00	6/21/2019
101977 PLU - OFFICE OF FINANCIAL AID	\$	1,000.00	6/21/2019
101978 PLU - OFFICE OF FINANCIAL AID	\$	500.00	6/21/2019
101979 SOUTH DAKOTA SCHOOL OF MINES & TECH	\$	1,000.00	6/21/2019
101980 SOUTH DAKOTA SCHOOL OF MINES & TECH	\$	3,000.00	6/21/2019
101981 ST CLOUD STATE UNIVERSITY	\$	500.00	6/21/2019
101982 ST JOHN'S UNIVERSITY	\$	500.00	6/21/2019
101983 ST PAUL COLLEGE	\$	2,000.00	6/21/2019
101984 ST PAUL COLLEGE	\$	1,000.00	6/21/2019
101985 ST PAUL COLLEGE	\$	740.00	6/21/2019
101986 STAY TUNED PIANO SERVICES	\$	196.00	6/21/2019
101987 THE GEORGE WASHINGTON UNIVERSITY	\$	1,200.00	6/21/2019
101988 THE GEORGE WASHINGTON UNIVERSITY	\$	500.00	6/21/2019
101989 UMD OFFICE OF FINANCIAL AID	\$	500.00	6/21/2019
101990 UNIVERSITY OF MINNESOTA	\$	750.00	6/21/2019
101991 UNIVERSITY OF MINNESOTA	\$	500.00	6/21/2019
101992 UNIVERSITY OF MINNESOTA	\$	500.00	6/21/2019
101993 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
101994 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
101995 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
101996 UNIVERSITY OF MINNESOTA	\$	500.00	6/21/2019
101997 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
101998 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
101999 UNIVERSITY OF MINNESOTA	\$	500.00	6/21/2019
102000 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
102001 UNIVERSITY OF MINNESOTA	\$	2,000.00	6/21/2019
102002 UNIVERSITY OF MINNESOTA	\$	500.00	6/21/2019
102003 UNIVERSITY OF MINNESOTA	\$	2,000.00	6/21/2019
102004 UNIVERSITY OF MINNESOTA	\$	500.00	6/21/2019
102005 UNIVERSITY OF MINNESOTA	\$	3,500.00	6/21/2019
102006 UNIVERSITY OF MINNESOTA	\$	1,000.00	6/21/2019
102007 UNIVERSITY OF MINNESOTA	\$	1,500.00	6/21/2019
102008 UNIVERSITY OF MINNESOTA	\$	5,000.00	6/21/2019
102009 UNIVERSITY OF ST THOMAS	\$	1,000.00	6/21/2019
102010 UNIVERSITY OF WI RIVER FALLS	\$	750.00	6/21/2019
102011 UNIVERSITY OF WI RIVER FALLS	\$	1,000.00	6/21/2019
102012 UNIVERSITY OF WI STOUT FINANCIAL AID	\$	500.00	6/21/2019
102013 UNIVERSITY OF WI MADISON	\$	1,000.00	6/21/2019



102014 UNIVERSITY OF WI MADISON	\$	1,000.00	6/21/2019
102015 UNIVERSITY OF WI MADISON	\$	1,000.00	6/21/2019
102016 UNIVERSITY OF WI MADISON	\$	500.00	6/21/2019
102017 UNIVERSITY OF NORTHWESTERN	\$	1,000.00	6/21/2019
102018 UNIVERSITY OF NORTHWESTERN	\$	500.00	6/21/2019
102019 UNIVERSITY OF NORTH DAKOTA	\$	1,000.00	6/21/2019
102020 UNIVERSITY OF IOWA	\$	1,200.00	6/21/2019
102021 UNIVERSITY OF SOUTH DAKOTA FINANCIAL AID	\$	250.00	6/21/2019
102022 UNIVERSITY OF MONTANA	\$	750.00	6/21/2019
102023 UW - EAU CLAIRE FINANCIAL AID	\$	1,000.00	6/21/2019
102024 UW - EAU CLAIRE FINANCIAL AID	\$	6,000.00	6/21/2019
102025 UW - EAU CLAIRE FINANCIAL AID	\$	1,000.00	6/21/2019
102026 UW - EAU CLAIRE FINANCIAL AID	\$	250.00	6/21/2019
102027 UW - EAU CLAIRE FINANCIAL AID	\$	1,500.00	6/21/2019
102028 UW - EAU CLAIRE FINANCIAL AID	\$	5,000.00	6/21/2019
102029 4 ACE PRODUCTIONS	\$	395.00	6/25/2019
102030 CITY OF HUGO	\$	350.00	6/26/2019
102031 ACOUSTICS ASSOCIATES	\$	1,361.00	6/27/2019
102032 ACT INC	\$	332.00	6/27/2019
102033 ALEXANDRIA SCHOOLS COMM ED	\$	745.00	6/27/2019
102038 AMAZON	\$	34,021.74	6/27/2019
102039 AMERIPRIDE SERVICES	\$	1,229.30	6/27/2019
102040 ANOKA COUNTY PARKS & RECREATION	\$	28.00	6/27/2019
102041 ARAMARK REFRESHMENT SERVICES	\$	126.00	6/27/2019
102042 ARTEDUTC LLC	\$	585.00	6/27/2019
102043 ASL INTERPRETING SERVICES	\$	120.00	6/27/2019
102044 ATC GROUP SERVICES LLC	\$	11,533.46	6/27/2019
102045 BEDELL, ALYSSA	\$	17.00	6/27/2019
102047 BENCHMARK EDUCATION COMPANY	\$	21,275.10	6/27/2019
102048 BIG BELL ICE CREAM CO	\$	300.00	6/27/2019
102049 BLOOM, DEBRA	\$	13.60	6/27/2019
102050 BLUE TARP FINANCIAL INC	\$	412.51	6/27/2019
102051 BRYAN ROCK PRODUCTS	\$	728.41	6/27/2019
102052 BSN SPORTS	\$	514.66	6/27/2019
102053 CAPITAL ONE COMMERCIAL	\$	330.74	6/27/2019
102054 CARDINAL, KATHLEEN	\$	17.85	6/27/2019
102055 CDW GOVERNMENT INC	\$	3,846.00	6/27/2019
102056 CENGAGE LEARNING	\$	720.00	6/27/2019
102057 CERMAK, CHRISTINE	\$	275.95	6/27/2019
102058 CHAKOLIS, RICHARD	\$	1,250.00	6/27/2019
102059 CHANNING BETE CO INC	\$	348.80	6/27/2019
102060 CINTAS CORP #470	\$	195.20	6/27/2019
102061 CLARK, CYNTHIA JEAN	\$	31.45	6/27/2019
102062 COBORNS DELIVERS	\$	142.62	6/27/2019
102063 COMSTOCK & SONS INC	\$	580.00	6/27/2019
102064 CONNEY SAFETY	\$	24.08	6/27/2019
102065 CONTINENTAL CLAY CO	\$	113.65	6/27/2019

102066 CONTINENTAL RESEARCH CORP	\$	2,046.70	6/27/2019
102072 CORNERSTONE OCCUPATIONAL	\$	1,770.00	6/27/2019
102073 CULLIGAN BOTTLED WATER	\$	38.00	6/27/2019
102074 D ERVASTI SALES CO LLC	\$	895.40	6/27/2019
102075 DALHOFF, EMILY	\$	102.25	6/27/2019
102076 DESIGNER SIGN SYSTEMS INC	\$	174.39	6/27/2019
102077 DIAMOND DRAPERY CO., INC.	\$	389.94	6/27/2019
102079 DISCOUNT SCHOOL SUPPLY	\$	2,030.87	6/27/2019
102080 DOMINOS PIZZA	\$	4,878.81	6/27/2019
102081 DONATELLI'S	\$	1,385.14	6/27/2019
102082 DOOR SERVICE COMPANY	\$	3,486.00	6/27/2019
102083 DEFINITIVE TECHNOLOGY SOLUTIONS	\$	7,120.83	6/27/2019
102084 ECKROTH MUSIC	\$	918.84	6/27/2019
102085 ELITE GYMNASTICS ACADEMY	\$	50.00	6/27/2019
102086 EMPIREHOUSE INC	\$	931.00	6/27/2019
102087 ETS CONSULTING, LLC	\$	29,475.00	6/27/2019
102088 FESTIVAL FOODS-KNOWLAN'S	\$	205.49	6/27/2019
102089 FIRST STUDENT INC	\$	234,134.57	6/27/2019
102090 FUN EXPRESS LLC	\$	1,361.41	6/27/2019
102091 GOPHER	\$	356.18	6/27/2019
102092 GOPHER STAGE LIGHTING	\$	2,008.00	6/27/2019
102093 GOPHER STATE ONE CALL	\$	292.95	6/27/2019
102094 GREEN VALUE NURSERY INC	\$	314.85	6/27/2019
102095 GROUP MEDICAREBLUE RX	\$	25,032.00	6/27/2019
102096 HAMLINE UNIVERSITY	\$	1,090.00	6/27/2019
102097 HEINEMANN	\$	723.80	6/27/2019
102098 HEJNY RENTALS INC	\$	420.05	6/27/2019
102099 HELLEN, ROBERT	\$	88.00	6/27/2019
102100 HENNESSEY, ALEXANDER	\$	195.00	6/27/2019
102101 HIAWATHA HOMECARE	\$	2,744.00	6/27/2019
102102 HISDAHL INC	\$	237.10	6/27/2019
102104 HOUGHTON MIFFLIN HARCOURT	\$	27,192.00	6/27/2019
102105 HUGO EQUIPMENT CO	\$	107.98	6/27/2019
102106 HUNT, BARBARA	\$	200.36	6/27/2019
102107 INNOVATIVE OFFICE SOLUTIONS	\$	3,021.30	6/27/2019
102108 INSTITUTE FOR MULTI SENSORY EDUCATION	\$	1,416.86	6/27/2019
102109 INTERMEDIATE DISTRICT 287	\$	5,962.33	6/27/2019
102110 IXL LEARNING	\$	5,400.00	6/27/2019
102111 JOHNSON, CHARLES	\$	10.84	6/27/2019
102112 JOHNSON CONTROLS INC	\$	1,243.00	6/27/2019
102113 JOHNSON, SHARON	\$	492.60	6/27/2019
102114 JOSTENS INC	\$	1,268.05	6/27/2019
102115 JW PEPPER & SON INC	\$	157.00	6/27/2019
102116 KIMBALL MIDWEST	\$	390.54	6/27/2019
102117 KIRCHOFF, DAVID	\$	15.20	6/27/2019
102118 KLEIN, JACKIE	\$	60.00	6/27/2019
102119 KRANOS CORP., DBA SCHUTT RECONDITIONING	\$	13.07	6/27/2019

102121 LAKESHORE LEARNING MATERIALS	\$	3,306.85	6/27/2019
102122 LARSON, BEVERLEY	\$	30.18	6/27/2019
102123 LEBENS FLORAL	\$	338.27	6/27/2019
102124 LIFETOUCH NSS ACCT REC	\$	193.56	6/27/2019
102125 MAC RUNNEL, MINDY	\$	20.40	6/27/2019
102126 MACKIN EDUCATIONAL RESOURCES	\$	5,101.21	6/27/2019
102127 MACLEAN, LARA	\$	14.75	6/27/2019
102128 MADISON NATIONAL LIFE	\$	38,960.58	6/27/2019
102129 MAGNUSON CHRISTIAN SCHOOL	\$	233.00	6/27/2019
102130 MARCO, INC	\$	745.43	6/27/2019
102131 MARIER, MARYJANE	\$	942.93	6/27/2019
102132 MARINE DOCK & LIFT	\$	1,505.00	6/27/2019
102133 MN ASSOC OF SCH BUSINESS OFFICIALS	\$	50.00	6/27/2019
102134 MCPHILLIPS BROS ROOFING CO	\$	156,198.99	6/27/2019
102135 MEDTOX LABORATORIES	\$	263.15	6/27/2019
102136 MEIERS, KATHRYN	\$	15.75	6/27/2019
102137 MN ELEMENTARY SCH PRIN ASSOC	\$	1,868.00	6/27/2019
102138 MILLIGAN, THERESA	\$	120.00	6/27/2019
102139 MN INDEPENDENT SCHOOL FORUM (MISF)	\$	55.00	6/27/2019
102140 MN POLLUTION CONTROL AGENCY	\$	260.12	6/27/2019
102141 MN ZOO	\$	670.00	6/27/2019
102142 MUSIC THEATER INTL	\$	920.30	6/27/2019
102143 NAPA AUTO PARTS	\$	1,169.55	6/27/2019
102146 NARDINI FIRE EQUIPMENT CO INC	\$	4,172.56	6/27/2019
102147 NASCO	\$	2,208.23	6/27/2019
102148 NATL RECOGNITION PRODUCTS	\$	353.00	6/27/2019
102149 NCS PEARSON INC	\$	125.00	6/27/2019
102150 NORTHBOUND CREATIVE	\$	282.00	6/27/2019
102151 NORTHERN ESCROW	\$	15,770.00	6/27/2019
102152 NORTHERN LANDSCAPE & IRRIGATION INC	\$	1,800.00	6/27/2019
102153 O'NEIL, LOIS	\$	14.66	6/27/2019
102154 O'REILLY AUTOMOTIVE INC	\$	177.17	6/27/2019
102155 OFFICE DEPOT	\$	252.96	6/27/2019
102156 OLANIYI, EBENEZER	\$	9.99	6/27/2019
102157 OLLILA, JADON	\$	35.00	6/27/2019
102158 OLSEN FIRE PROTECTION	\$	150.00	6/27/2019
102159 OLSON, SUZANNE	\$	15.30	6/27/2019
102160 ON SITE SANITATION INC	\$	1,858.29	6/27/2019
102161 ONENECK IT SOLUTIONS LLC	\$	525.00	6/27/2019
102162 ORDWAY CENTER FOR PERFORMING	\$	8.00	6/27/2019
102163 OXYGEN SERVICE CO INC	\$	72.54	6/27/2019
102164 PAULSON, THOMAS	\$	259.79	6/27/2019
102165 PBBS EQUIPMENT CORP	\$	513.63	6/27/2019
102166 PECK, KATHERINE	\$	56.38	6/27/2019
102167 PETERSON BROS ROOFING & CONST	\$	2,681.50	6/27/2019
102168 PREMIER BIOTECH	\$	102.77	6/27/2019
102169 PROFESSIONAL TURF & RENOVATION	\$	8,200.00	6/27/2019

102170 REDWOOD TOXICOLOGY LABORATORY	\$	1,162.47	6/27/2019
102171 REGION 4AA	\$	100.00	6/27/2019
102172 THE RETROFIT COMPANIES INC	\$	157.18	6/27/2019
102173 RICHARDS, RUTH	\$	49.42	6/27/2019
102174 ROETTGER, DORIS	\$	27.00	6/27/2019
102175 SAIKO, KATHY	\$	45.90	6/27/2019
102176 SCHMIT TOWING	\$	336.01	6/27/2019
102177 SCHOLASTIC INC	\$	174.40	6/27/2019
102178 SCHOLASTIC INC	\$	790.63	6/27/2019
102179 SCHOOL SPECIALTY	\$	1,166.50	6/27/2019
102180 SCHOOLSIN.COM	\$	657.19	6/27/2019
102181 SHAW, SCOTT	\$	4,560.00	6/27/2019
102183 SITEONE LANDSCAPE SUPPLY	\$	2,118.81	6/27/2019
102184 SOUTHERN POVERTY LAW CTR	\$	3,500.00	6/27/2019
102185 STAPLES ADVANTAGE	\$	841.11	6/27/2019
102186 STATE SUPPLY CO	\$	28.92	6/27/2019
102187 STEVE WEISS MUSIC	\$	41.95	6/27/2019
102188 STILLWATER AREA HIGH SCHOOL	\$	1,425.00	6/27/2019
102188 STILLWATER AREA HIGH SCHOOL	\$	(1,425.00)	6/28/2019
102189 STREAMLINE DESIGN INC	\$	824.60	6/27/2019
102190 SUBURBAN SPORTSWEAR LLC	\$	1,234.50	6/27/2019
102196 SUMMIT COMPANIES	\$	17,999.00	6/27/2019
102197 SYNOVIA SOLUTIONS	\$	1,551.40	6/27/2019
102198 TEACHER SYNERGY LLC	\$	105.00	6/27/2019
102199 TRADE PRESS INC	\$	172.00	6/27/2019
102200 TRI-STATE BOBCAT	\$	90.62	6/27/2019
102201 TRIMARK	\$	43,281.54	6/27/2019
102202 TRIO SUPPLY COMPANY	\$	921.87	6/27/2019
102203 TROLLHAUGEN	\$	884.00	6/27/2019
102204 TWIN CITY JANITOR SUPPLY CO	\$	1,712.00	6/27/2019
102205 UNGER, CAROLYN	\$	27.35	6/27/2019
102206 UPS	\$	75.05	6/27/2019
102207 US FOODS CULINARY EQUIP & SUPPLIES	\$	7,382.00	6/27/2019
102208 USIC LOCATING SERVICES, LLC	\$	3,896.00	6/27/2019
102209 VER-TECH INC	\$	178.15	6/27/2019
102210 VERITEXT	\$	325.00	6/27/2019
102211 WABASHA STREET CAVES	\$	450.00	6/27/2019
102212 WARNERS' STELLIAN	\$	2,214.96	6/27/2019
102213 WHITE BEAR LOCKSMITH INC	\$	65.00	6/27/2019
102214 WHITE BEAR LAKE (CITY OF)	\$	100.00	6/27/2019
102215 WHITING, BRUCE	\$	1,235.00	6/27/2019
102216 WHITE BEAR LAKE SPORTS CENTER	\$	55.00	6/28/2019
102216 WHITE BEAR LAKE SPORTS CENTER	\$	(55.00)	6/28/2019
102217 WHITE BEAR LAKE SPORTS CENTER	\$	105.00	6/28/2019
181901250 ALLEN, HANNAH	\$	75.00	6/6/2019
181901251 ANDERSON, JON	\$	65.00	6/6/2019
181901252 BREWER, ROBERT	\$	1,732.85	6/6/2019

181901253 BRUSKI, JERRILYN	\$	180.00	6/6/2019
181901254 CARLSON, CARRIE	\$	512.50	6/6/2019
181901255 CLARK, MAGGIE	\$	275.00	6/6/2019
181901256 DEVET, NICHOLAS	\$	95.50	6/6/2019
181901257 ENGSTRAN, PAUL	\$	65.00	6/6/2019
181901258 ETERNO, CHERYL	\$	16.37	6/6/2019
181901259 FUHRMAN, SARAH	\$	9.98	6/6/2019
181901260 GREEN, ALAN	\$	261.40	6/6/2019
181901261 GRISER, JENNIFER	\$	511.52	6/6/2019
181901262 HOLLY, TRACY	\$	78.30	6/6/2019
181901263 HUBBARD, MICHELLE	\$	503.94	6/6/2019
181901264 IMMEL, COLLEEN	\$	54.60	6/6/2019
181901265 JOHNSON, SADIE	\$	86.17	6/6/2019
181901266 KNISELY, ABBEY	\$	16.24	6/6/2019
181901267 KNUTSON, CASSANDRA	\$	84.79	6/6/2019
181901268 LARSON, BRITA	\$	33.06	6/6/2019
181901269 LITTLEFIELD, TRAVIS	\$	94.45	6/6/2019
181901270 LUNDBLAD, ANGELA	\$	56.26	6/6/2019
181901271 MALOY, JOSH	\$	130.00	6/6/2019
181901272 MERSCH, NICOLE	\$	60.37	6/6/2019
181901273 MISGEN, JENNIFER	\$	36.83	6/6/2019
181901274 MOORE, JENNIFER	\$	313.90	6/6/2019
181901275 NASVIK, CRAIG	\$	183.65	6/6/2019
181901276 NGUYEN, HUY	\$	20.38	6/6/2019
181901277 OGDEN, TERESA	\$	90.24	6/6/2019
181901278 OTTAVIANI, AMY	\$	199.82	6/6/2019
181901279 PERRY, MEGAN	\$	462.50	6/6/2019
181901280 PETERSEN, JILL	\$	27.72	6/6/2019
181901281 PIERRE, CHRISTINA	\$	1,041.00	6/6/2019
181901282 QUARFOTH, LYNN	\$	124.95	6/6/2019
181901283 RALEIGH, KATHERINE	\$	50.00	6/6/2019
181901284 REEVES, BROOKE	\$	512.50	6/6/2019
181901285 RYAN, SUSAN	\$	842.25	6/6/2019
181901286 SANTOSCOY, BRIANA	\$	131.76	6/6/2019
181901287 SCHMIDT, HEATHER	\$	213.15	6/6/2019
181901288 SCHOCHENMAIER, TIMOTHY	\$	1,400.28	6/6/2019
181901289 SELB, MICHAEL	\$	1,411.38	6/6/2019
181901290 SIMMONS, CARRIE	\$	144.00	6/6/2019
181901291 SKUPA, NANCY	\$	105.23	6/6/2019
181901292 STEINBACH, KARI	\$	113.75	6/6/2019
181901293 STONEHOUSE, JULIA	\$	122.83	6/6/2019
181901294 STUCYNSKI, JILL	\$	60.77	6/6/2019
181901295 TOUSSAINT, JANEL	\$	60.83	6/6/2019
181901296 TREICHEL, SHANNON	\$	203.43	6/6/2019
181901297 WACHLAROWICZ, JOHN	\$	156.16	6/6/2019
181901298 WALFOORT, ANTHONY	\$	52.05	6/6/2019
181901299 WALLRICH, KAREN	\$	55.06	6/6/2019

181901300 WHITE, ANA	\$	105.21	6/6/2019
181901301 ZALESKY, MICHELLE	\$	17.40	6/6/2019
181901302 ZICKERMANN, JORDAN	\$	1,034.04	6/6/2019
181901303 ZWIERS, KAY	\$	23.20	6/6/2019
181901304 ACKERKNECHT, CATHYANN	\$	107.60	6/20/2019
181901305 ALTHOF, KATHRYN	\$	28.42	6/20/2019
181901306 ANDERSON, JON	\$	639.69	6/20/2019
181901307 ATKINS, SARAH	\$	76.25	6/20/2019
181901308 BABIASH, JENNIFER	\$	57.28	6/20/2019
181901309 BECK, SUEANN	\$	14.10	6/20/2019
181901310 BEGE, LAURA	\$	56.07	6/20/2019
181901311 BERNIER, CARYN	\$	393.82	6/20/2019
181901312 BOEKE, ALISON	\$	163.50	6/20/2019
181901313 BOOSALIS, ELIZABETH	\$	59.88	6/20/2019
181901314 BOOTH, KARLA	\$	201.84	6/20/2019
181901315 BOSCH, DONALD	\$	694.48	6/20/2019
181901316 BREMER, JACLYN	\$	19.90	6/20/2019
181901317 BREWER, ROBERT	\$	892.11	6/20/2019
181901318 BROWN, GRACE	\$	93.39	6/20/2019
181901319 BROWN, RYAN	\$	38.71	6/20/2019
181901320 BRUESS, DAWN	\$	167.04	6/20/2019
181901321 BRUSKI, JERRILYN	\$	15.00	6/20/2019
181901322 BUBOLTZ, EDENIA	\$	79.71	6/20/2019
181901323 CANNIFF, AMY	\$	51.04	6/20/2019
181901324 CAPAN, NANCY	\$	10.00	6/20/2019
181901325 CARLSON-CASA DE CALVO, JANET	\$	121.51	6/20/2019
181901326 CHASE, LISA	\$	5.10	6/20/2019
181901327 CORNER, AMY	\$	76.96	6/20/2019
181901328 CUNNINGHAM, ANGELA	\$	30.16	6/20/2019
181901329 DAHLEM, TERESA	\$	720.00	6/20/2019
181901330 DANIELSON, MATTHEW	\$	64.32	6/20/2019
181901331 DEEN, DENISE	\$	239.54	6/20/2019
181901332 DERBY, SARA	\$	159.78	6/20/2019
181901333 DESJARDINS, RUTH	\$	83.52	6/20/2019
181901334 DOMSCHOT, MARK	\$	242.73	6/20/2019
181901335 DORNER, JULIE	\$	71.92	6/20/2019
181901336 DRANGE, ANGELA	\$	147.94	6/20/2019
181901337 DURAND, JENNIFER	\$	652.68	6/20/2019
181901338 DUSTIN, JOSEPH	\$	276.21	6/20/2019
181901339 EASTEP, STACEY	\$	32.71	6/20/2019
181901340 EDGELL, JANE	\$	127.06	6/20/2019
181901341 EGEMO, PATRICIA	\$	15.08	6/20/2019
181901342 ELLIOTT, JANET	\$	208.79	6/20/2019
181901343 FELTON, LORI	\$	115.49	6/20/2019
181901344 FLEMING, MARY	\$	139.96	6/20/2019
181901345 FLIPP, TANESHA	\$	20.96	6/20/2019
181901346 FORESTELL, SARAH	\$	394.17	6/20/2019

181901347 FOSTER, CATHERINE	\$	83.52	6/20/2019
181901348 FOX, FRANCINE	\$	73.08	6/20/2019
181901349 FREEMAN, CHRISTINA	\$	47.42	6/20/2019
181901350 FULTON, JULIE	\$	165.88	6/20/2019
181901351 GARGARO, LAURA	\$	507.34	6/20/2019
181901352 GARRISON, MARK	\$	317.30	6/20/2019
181901353 GILBERT, JENNIFER	\$	35.97	6/20/2019
181901354 GORHAM, KATHERINE	\$	19.72	6/20/2019
181901355 GRIEBENOW, BRIAN	\$	66.12	6/20/2019
181901356 GRISER, JENNIFER	\$	273.24	6/20/2019
181901357 GROPPOLI, KADI	\$	996.89	6/20/2019
181901358 HAGEN, CHERYL	\$	207.93	6/20/2019
181901359 HARRIMAN, DION	\$	448.58	6/20/2019
181901360 HARRIMAN, GRETCHEN	\$	390.00	6/20/2019
181901361 HATCH, KATHLEEN	\$	66.12	6/20/2019
181901362 HAUGEN, ANNETTE	\$	186.60	6/20/2019
181901363 HAWKINSON, STEVEN	\$	337.56	6/20/2019
181901364 HOEG, SCOTT	\$	69.78	6/20/2019
181901365 HORAZDOVSKY, LEILA	\$	66.03	6/20/2019
181901366 HOROWICKI, LISA	\$	97.44	6/20/2019
181901367 HUMPHREY, KELLY	\$	128.79	6/20/2019
181901368 IVEY, JEFFREY	\$	109.62	6/20/2019
181901369 JACOBS, HEATHER	\$	1,398.13	6/20/2019
181901370 JAGIELLA, ERIKA	\$	56.38	6/20/2019
181901371 JESKE-WALFOORT, KIMBERLY	\$	119.00	6/20/2019
181901372 JOHNSON, KIRK	\$	75.88	6/20/2019
181901373 JOHNSON, SADIE	\$	20.40	6/20/2019
181901374 KALLAS, MELISSA	\$	28.42	6/20/2019
181901375 KASS, DONA	\$	50.46	6/20/2019
181901376 KAZMIERCZAK, WAYNE	\$	130.00	6/20/2019
181901377 KELLEY, DEBRA	\$	421.84	6/20/2019
181901378 KELLEY, GRACE	\$	239.54	6/20/2019
181901379 KLECKER, KEVIN	\$	213.23	6/20/2019
181901380 KNOPS, ROXANNE	\$	15.35	6/20/2019
181901381 KOLODNY, ADRIANA	\$	123.07	6/20/2019
181901382 KONOP, KRISTEN	\$	87.93	6/20/2019
181901383 KOSTER, PATRICIA	\$	88.45	6/20/2019
181901384 KRUEGER, LAURA	\$	115.71	6/20/2019
181901385 LAMWERS, DAVID	\$	1,020.65	6/20/2019
181901386 LARSON, BOBBIE	\$	357.28	6/20/2019
181901387 LARSON, BRITA	\$	15.88	6/20/2019
181901388 LARSON, TIMOTHY	\$	161.53	6/20/2019
181901389 LAU, LAI	\$	116.84	6/20/2019
181901390 LAVALLEY, NICOLE	\$	541.76	6/20/2019
181901391 LEISTICO, VICTORIA	\$	365.06	6/20/2019
181901392 LEMIEUX, TAMARA	\$	19.14	6/20/2019
181901393 LILLIE, KRISTEN	\$	30.00	6/20/2019

181901394 LOCKWOOD, ANDREW	\$	46.40	6/20/2019
181901395 LUKNIC, JONATHAN	\$	337.00	6/20/2019
181901396 MAAS, ERIN	\$	499.53	6/20/2019
181901397 MACK, JEANNE	\$	27.93	6/20/2019
181901398 MALMER, ALYSSA	\$	53.36	6/20/2019
181901399 MANLEY, KATHLEEN	\$	41.76	6/20/2019
181901400 MARIER, JAMES	\$	816.53	6/20/2019
181901401 MARTIN, JESSICA	\$	109.72	6/20/2019
181901402 MARTINSON, KARA	\$	152.25	6/20/2019
181901403 MATUZAK, KATHERINE	\$	134.56	6/20/2019
181901404 MCGARTHWAITE, MICHAEL	\$	38.28	6/20/2019
181901405 MCPHERSON, KIRSTEN	\$	2,758.81	6/20/2019
181901406 MEYER, AMANDA	\$	89.32	6/20/2019
181901407 MEYER, KELLY	\$	109.62	6/20/2019
181901408 MILES, MARY	\$	225.31	6/20/2019
181901409 MILLER, MOLLY	\$	123.54	6/20/2019
181901410 MISGEN, JENNIFER	\$	816.00	6/20/2019
181901411 MULLEN, NANCY	\$	60.50	6/20/2019
181901412 MURPHY, MARY	\$	43.00	6/20/2019
181901413 MUSSER, BEVERLY	\$	55.84	6/20/2019
181901414 NASVIK, CRAIG	\$	1,663.29	6/20/2019
181901415 NELSON, ANGELA	\$	555.88	6/20/2019
181901416 NIGHT PIPE, COYA	\$	33.25	6/20/2019
181901417 NYREN, DELROY	\$	1,494.79	6/20/2019
181901418 OGRADY, CATHY	\$	219.19	6/20/2019
181901419 OTTAVIANI, AMY	\$	130.00	6/20/2019
181901420 PAUL, SARA	\$	116.57	6/20/2019
181901421 PERRY, MEGAN	\$	10.00	6/20/2019
181901422 PETERSON, DONNA	\$	9.05	6/20/2019
181901423 PIERRE, CHRISTINA	\$	468.73	6/20/2019
181901424 PINNOW, PAIGE	\$	241.22	6/20/2019
181901425 POKORNY, MARY	\$	275.45	6/20/2019
181901426 PONTIOUS, JODY	\$	195.00	6/20/2019
181901427 PRESSELLER, TRACY	\$	275.74	6/20/2019
181901428 PRISSEL, JESSIE	\$	42.17	6/20/2019
181901429 PUJOLS, JUAN	\$	239.71	6/20/2019
181901430 RASMUSSEN, JEAN	\$	780.00	6/20/2019
181901431 RATLIFF, GERALD	\$	24.94	6/20/2019
181901432 RISENG, DAG	\$	1,107.92	6/20/2019
181901433 RITTENHOUSE, PAULA	\$	109.41	6/20/2019
181901434 RUOHOMAKI, TERESA	\$	77.26	6/20/2019
181901435 RYAN, DENISE	\$	390.92	6/20/2019
181901436 SAGDALEN, NATALIE	\$	164.94	6/20/2019
181901437 SALENGER, SETH	\$	104.40	6/20/2019
181901438 SAMPOANG, DESSERAY	\$	256.01	6/20/2019
181901439 SANTOSCOY, BRIANA	\$	27.44	6/20/2019
181901440 SCHMIDT, HEATHER	\$	35.00	6/20/2019



181901441	SCHOCHENMAIER, TIMOTHY	\$	1,036.86	6/20/2019
181901442	SCHROEDER, AMANDA	\$	56.33	6/20/2019
181901443	SCHUEBEL, ANGELA	\$	41.76	6/20/2019
181901444	SCHULTE, ALETA	\$	211.74	6/20/2019
181901445	SCHULTE, VANESSA	\$	112.35	6/20/2019
181901446	SCHUMAN, ANNA	\$	151.38	6/20/2019
181901447	SKURDALSVOLD, ABIGAIL	\$	162.02	6/20/2019
181901448	SLACK, LISA	\$	57.16	6/20/2019
181901449	SOMORA, LORI	\$	194.64	6/20/2019
181901450	STONEHOUSE, JULIA	\$	337.80	6/20/2019
181901451	STREIFF, CHRISTINA	\$	390.00	6/20/2019
181901452	SUNDBERG, KARI	\$	46.21	6/20/2019
181901453	SUOJA, WENDY	\$	89.60	6/20/2019
181901454	SVIR, SARA	\$	39.37	6/20/2019
181901455	SWANSON, MARIE	\$	30.00	6/20/2019
181901456	THALHUBER, SHEILA	\$	51.60	6/20/2019
181901457	THIBAUT, DEBRA	\$	50.00	6/20/2019
181901458	THOMAS, DAVID	\$	95.41	6/20/2019
181901459	TULBERG, AMY	\$	36.54	6/20/2019
181901460	VAN ARRAGON, JANEL	\$	189.95	6/20/2019
181901461	VAVRICKA, ROCHELLE	\$	81.78	6/20/2019
181901462	WACKER, PHILIP	\$	104.40	6/20/2019
181901463	WATTERS, LAURA	\$	265.44	6/20/2019
181901464	WEDELL, THERESA	\$	36.54	6/20/2019
181901465	WIECZOREK, THOMAS	\$	520.00	6/20/2019
181901466	WYNN, ALLISON	\$	10.00	6/20/2019
181901467	XU, HUI	\$	676.04	6/20/2019
181901468	YANG, NIRVANA	\$	1,080.38	6/20/2019
181901469	ZICKERMANN, JORDAN	\$	26.51	6/20/2019
181901470	ZWIERS, KAY	\$	66.70	6/20/2019
181901471	WIECZOREK, THOMAS	\$	557.21	6/20/2019
181901472	DALHOFF, EMILY	\$	(102.25)	6/27/2019
181901472	ANFANG, SALLY	\$	14.78	6/27/2019
181901472	DALHOFF, EMILY	\$	102.25	6/27/2019
		\$	3,418,153.03	

**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: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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Donation	Donor	Recipient
\$100	YourCause LLC Trustee for Wells Fargo Foundation Educational Matching is Program	Oneka Elementary School
\$100.00	YourCause LLC Trustee for Wells Fargo Community Support Campaign	Oneka Elementary School
\$278.54	Anonymous	Oneka Elementary School
General - \$100 Meals on Wheels - \$6,006 Volunteer Events Sponsors - \$1,200 Total - \$7,306	See attached list	Community Services & Recreation – Senior Program

**RECOMMENDED ACTION:** Accept donations.

Communtiy Services & Recreation  
Donation to Senior Programming

Communtiy Services & Recreation  
Donation to Senior Programming

**GENERAL**

Scott Rector \$100.00

**Volunteer Event Sponsors**

Norgard Court \$100.00  
Volunteers of America \$50.00  
Cottages of Vadnais Heights \$100.00  
Carefree Cottages of Maplewood \$100.00  
Applewood Pointe \$100.00  
Prelude Homes and Services \$50.00  
Keystone Place at LaValle Fields \$100.00  
Carefree Cottages \$100.00  
Cerenity Senior Care \$100.00  
Mueller Memorial \$300.00  
White Bear Eye Clinic \$100.00

**MEALS ON WHEELS**

Bread Oven Ministry \$450.00  
Shirley Lockbeam \$ 90.00  
Dick and Gloria Ingberg \$40.00  
Ken and Gloris Shaffer \$ 15.00  
Dagmar Barton \$20.00  
Patricia Manning \$20  
Dan Berge \$ 25.00  
Mary and Paul Bryan \$ 25.00  
Josephine Chervenak \$ 25.00  
John and Bonnie Coghlan \$ 25.00  
Irene Crisman \$ 25.00  
Jogn Fortier \$ 25.00  
Barbara Harris 25  
Sylvia Johnson \$ 25.00  
Keith and Judy Johnstone \$ 25.00  
Carol Lau \$ 25.00  
Ellen Maas \$ 25.00  
John and Diane Madden \$ 25.00  
Paul Moss and Craig Miller \$ 25.00  
Art and Mary Munger \$ 25.00  
Charlie and Jan Roeser \$ 25.00  
Eileen Steiner \$ 25.00  
Barbara Farm \$ 30.00  
Bill and Georgia Anderson \$ 50.00  
Eric and Jennifer Bakke \$ 50.00  
Cindy Collova \$ 50.00  
Michael and Vera Jansen \$ 50.00  
Catherine Krautkramer \$ 50.00  
Earline Lemon \$ 50.00  
John and Germaine Minton \$ 50.00  
Stephen and Susan McGarthwa \$ 50.00  
Margo Decker-Mingo and Don I \$ 50.00  
Robert and Carole Przybylski \$ 50.00  
Rita Renslow \$ 50.00  
Cindy Scott \$ 50.00  
Larry and Lois Lueth \$ 50.00  
Scott Rector \$ 200.00

Gail Dvorak	\$	100.00
Martha Cunningham	\$	250.00
Julaine Williams and Shannon B	\$	25.00
Deanna Dick	\$	25.00
Thomas and Mary Estrem	\$	25.00
Lois Hendricks	\$	25.00
Esther Newcome	\$	25.00
Rex Redmer	\$	25.00
Rae Jean Schmitz	\$	25.00
Glenn ad Jane Schuster	\$	25.00
Nanette Jones	\$	30.00
Clifford Tower and Carol Crame	\$	50.00
Ronald and Madonna Ray	\$	50.00
Richard and Fran Smith	\$	50.00
Merton Bartsch	\$	100.00
Bill Foussard	\$	100.00
Walter Hooker	\$	100.00
Nancy Huberty	\$	100.00
Kathleen James	\$	100.00
Linda Manders	\$	100.00
Dawn Rosvold	\$	100.00
Thomas and Louise Rhude	\$	100.00
Barbara McPartlin	\$	10.00
Betty Pelletier	\$	20.00
Delpha Close	\$	25.00
Mike Dittman	\$	25.00
Mary Jo Henseler	\$	25.00
Charles Morin	\$	25.00
Dorothy and Larry Peters	\$	25.00
Elwood Anderson	\$	50.00
Janet Bowser	\$	50.00
Patricia Krumm	\$	50.00
M. Milbridge	\$	50.00
Cass and Bonnie Selden	\$	50.00
Dorothy Suchor	\$	50.00
Norman Christensen	\$	100.00
Ruth Zieper	\$	100.00
Al and Lori DeBrun	\$	161.00
Jane Schroeher	\$	50.00
Christine Caven	\$	25.00
Kathleen Jurek	\$	50.00
Sally Smith	\$	50.00

		Anne Weaver	\$	50.00
		Jody Pilaczynski	\$	75.00
		Larry and Beverly Carlson	\$	100.00
		Mary Ross	\$	100.00
		John Curtis	\$	25.00
		Patricia Walstad	\$	90.00
		American Legion Post 168	\$	50.00
		J.E. Lemay	\$	25.00
		John Mayou	\$	25.00
		Rose Mary Burkhalter	\$	30.00
		Richard L. Amey	\$	50.00
		Beverly Gray	\$	100.00
		Jean Kass	\$	50.00
		Steve Marier	\$	50.00
		Nancy Papenfuss	\$	50.00
		Janet Peterson	\$	100.00
		VFW Auxiliary - Post #1782	\$	200.00
		Hugo Lions	\$	250.00
		Mike and Stacy O'Fallon	\$	50.00
		Reyne Rofuth	\$	100.00
Total+A83:A1:E106	\$1,300.00	Total		\$6,006.00

AGENDA ITEM: **Field Trip Requests**

MEETING DATE: **July 15, 2019**

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 trips are being presented by the administration to the School Board for approval.

Date of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
August 12-16, 2019 White Water State Park	Dan Kovacich	Boys Cross Country	0	20	Total Cost per Student: \$65-\$70 Total Cost: \$1,600.00 approx.  Source of Revenue: Student activity account	Parents	The goal of this trip is team building, and working with different schools (Roseville, Mounds View) to help achieve season goals
September 18-20, 2019 Deep Portage	Mike Selb Kristine Erickson Megan Hibbard Carrie Carlson	5 <sup>th</sup> Grade Classes	3	107	Total Cost per Student: \$185.00 Total Cost: \$21,000.00 approx.  Source of Revenue: Fundraising and Private Funds	Bus	To expand our science curriculum to include hands-on activities

October 2-4, 2019 Deep Portage	Mr. Maloy Mrs. Sletten Mrs. Thom Mr. Cauley	5 <sup>th</sup> Grade Classes	3	95	Total Cost per Student: \$160.00 Total Cost: \$15,200.00 approx.  Source of Revenue: Fundraising, parents, Lincoln PTA	Bus	Environmental issues dealing with recycling/reusing/reducing. Instructional guidance on how to respect the environment by methods of conservation. Familiarize students on the natural habitat of wild life and the effect on nature.
October 4-5, 2019 Alexandria Meet of Champions	Dan Kovacich Patti Percival	Boys & Girls Cross Country	1/2	56	Total Cost per Student: \$65-\$70 Total Cost: \$6,000.00 approx.  Source of Revenue: Student activity account and family	bus	This is the biggest meet in the state and we will be competing against the best in Minnesota. This meet helps set us up for conference and regions.
October 22-25, 2019 Audubon Center of the North Woods Sandstone, MN	Laura Watters John Forestell	ALC - Science & LA	4	24	Total Cost per Student: \$50.00 Total Cost: \$3,700.00 approx.  Source of Revenue: Possible allocation from WBLEAF; student activity funds	bus	Students will learn about healthy relationships with animals, plants, natural resources and other people while participating in hands-on activities, exploring careers and do stewardship.

**Recommendation:** The administration recommends the School Board approve these field trips.



**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>RESIGNATION/TERMINATION/NON-RENEWAL– CLASSIFIED STAFF</b>
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**KARI BRISTOL**– Pupil Support Assistant, Vadnais Heights Elementary  
Employed by District 624 since 09/04/2019  
Effective Date: 06/07/2019

**JASON CAIRL**– Program Assistant, Matoska Elementary  
Employed by District 624 since 09/20/1999  
Effective Date: 07/12/2019

**KRISTINE DUGGER**– Nurse Para, Central Middle School  
Employed by District 624 since 09/04/2018  
Effective Date: 06/07/2019

**ALEXANDER EGEMO**– Pupil Support Assistant, Lincoln Elementary  
Employed by District 624 since 10/24/2017  
Effective Date: 06/07/2019

**COYA NIGHT PIPE**– Human Resources Specialist, District Center  
Employed by District 624 since 06/11/2018  
Effective Date: 06/10/2019

**STEPHANIE THORSTAD**– Student Information Systems Registrar, District Center  
Employed by District 624 since 01/10/2019  
Effective Date: 07/17/2019

**NOELLE VERBEEK KNAPP**– Health Assistant, Willow Lane Elementary  
Employed by District 624 since 01/10/2019  
Effective Date: 06/07/2019

**MICHELLE ZALSKY**– Clerical/Playground Supervision/Bus Duty, Vadnais Heights Elementary  
Employed by District 624 since 01/29/2019  
Effective Date: 06/07/2019

**BREANNA ZEEB**– Pupil Support Assistant, Otter Lake Elementary  
Employed by District 624 since 09/03/2018  
Effective Date: 06/07/2019

<b>RESIGNATION/TERMINATION/NON-RENEWAL – CERTIFIED STAFF</b>
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**ELIZABETH FENWICK**– Social Studies and AVID Teacher, Sunrise Park Middle School  
Employed by District 624 since 08/20/2014  
Effective Date: 06/26/2019

**JANAYE STEWART**– Health Teacher, WBLAHS – South Campus  
Employed by District 624 since 01/28/2019  
Effective Date: 06/10/2019

**RESIGNATION/TERMINATION/NON-RENEWAL – NON-AFFILIATED**

**MICHAEL JETT** – Cultural Liaison, District Wide  
Employed by District 624 since 08/20/2018  
Effective Date: 05/10/2019

**ERICA LEMKE** – Preschool Teacher, Normandy Park  
Employed by District 624 since 09/29/2014  
Effective Date: 06/26/2019

**RETIREMENT – CLASSIFIED STAFF**

**THOMAS FITZGERALD** – Custodian, Hugo Elementary  
Employed by District 624 since 11/28/2005  
Effective Date: 09/03/2019

**CHANGE IN ASSIGNMENT - CABINET**

**STEVEN ASPER** – From Technology Support Manager – District Center  
To Director of Technology – District Center  
\$131,000.00  
Effective Date: 07/01/2019

**PART TIME TEACHER PROGRAM– CERTIFIED STAFF**

**LAURA KRUEGER** – Physical Therapist, Normandy Park  
Employed by District 624 since 08/27/1990  
Effective Date: 2019-2020 School Year

**NEW PERSONNEL – CLASSIFIED STAFF**

**ALEXA ARNDT** – Pupil Support Assistant, Birch Lake Elementary  
\$18.77 per hr., 32.5 hrs. per week, \$21,838.90  
Effective Date: 09/02/2019

**MONICA DACANAY** – Production Clerk, WBLAHS – South Campus  
\$17.63 per hr., 25.0 hrs. per week, \$16,748.50  
Effective Date: 08/23/2019

**BETELHEM MEKURIA** – Instructional Assistant, Oneka and Hugo Elementary  
\$18.33 per hr., 27.5 hrs. per week, \$13,610.02  
Effective Date: 09/23/2019

**HUONG NGUYEN** – Pupil Support Assistant, Transition Education Center  
\$19.59 per hr., 30 hrs. per week, \$21,039.66  
Effective Date: 09/02/2019

**KATHERINE PEPER** – Health Assistant/Child Study Secretary, Lincoln Elementary  
\$21.63 per hr., 37.5 hrs. per week, \$30,012.00  
Effective Date: 08/23/2019

**MELANIE SOLEI** – Pupil Support Assistant, Transition Education Center  
\$18.77 per hr., 30 hrs. per week, \$19,145.40  
Effective Date: 09/02/2019

**ADRIANNA VAZQUEZ** – Pupil Support Assistant, Sunrise Park Middle School  
\$18.77 per hr., 32.5 hrs. per week, \$21,960.90  
Effective Date: 09/02/2019

<b>NEW PERSONNEL – NON-AFFILIATED</b>
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**JOHN LARSON** – Student Support Services Supervisor, District Center  
\$103,843.53 (Pro-rated on annual salary of \$108,431.00)  
Effective Date: 07/16/2019

**MATTHEW ST. MARTIN** – Assistant Activities Director, WBLAHS – North Campus  
\$77,480.76 (Pro-rated on annual salary of \$85,000.00)  
Effective Date: 08/01/2019

**JILEEN TESSMAN** – Supervisor of Mental Health and Partnerships, District Center  
\$98,839.00 (Pro-rated on annual salary of \$108,431.00)  
Effective Date: 08/01/2019

<b>NEW PERSONNEL – CERTIFIED STAFF</b>
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**JILLIAN FAGERNESS** – Special Education Teacher, Oneka Elementary  
MA+15, Step 6, \$20,168.70 plus \$5,000 Hiring Incentive  
Effective Date: 2019-2020 School Year

**BETHANY FLIEHLER** – Grade 2 Teacher, Oneka Elementary  
BA+30, Step 2, \$46,137.00  
Effective Date: 2019-2020 School Year

**JENNA GRACE** – Grade 3 Teacher, Willow Lane Elementary  
MA, Step 1, \$48,023.00  
Effective Date: 2019-2020 School Year

**RUTH JOHNSEN** – Special Education Teacher, WBLAS – North Campus  
MA, Step 7, \$58,094.00  
Effective Date: 2019-2020 School Year

**MARGARET LANDBY** – .3 FTE German Teacher, Sunrise Park Middle School  
BA+60, Step 13, \$20,168.70  
Effective Date: 2019-2020 School Year

**ERICA LEMKE** – Kindergarten Teacher, Willow Lane Elementary  
BA, Step 5, \$48,051.00  
Effective Date: 2019-2020 School Year

**ANNA-LISE LEVINS** – Kindergarten Teacher, Lincoln Elementary  
MA, Step 2, \$49,524.00  
Effective Date: 2019-2020 School Year

**CLAIRE LUGER** – Special Education Teacher, Central Middle School  
MA, Step 7, \$58,094.00  
Effective Date: 2019-2020 School Year

**BRITTANY MORELL** – Special Education Teacher, Willow Lane Elementary  
MA, Step 3, \$50,606.00  
Effective Date: 2019-2020 School Year

**EMMA ROBINSON** – Explorations Teacher, Lincoln Elementary  
BA, Step 1, \$43,310.00  
Effective Date: 2019-2020 School Year

**GRETA THUN** – Grade 2 Teacher, Oneka Elementary  
MA, Step 1, \$48,023.00  
Effective Date: 2019-2020 School Year

**ABBY WILLEMSSEN** – Media Specialist Teacher, Central Middle School  
MA+30, Step 5, \$56,552.00  
Effective Date: 2019-2020 School Year

<b>LONG TERM SUBSTITUTE – CERTIFIED STAFF</b>
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**BAILEY GANSKE** – .8 FTE Intervention Teacher, Oneka Elementary  
MA, Step 5, \$41,947.20  
Effective Date: 2019-2020 School Year

**ANDREA RANKIN** – Health Teacher, Sunrise Park Middle School  
BA, Step 6, \$49,479.00  
Effective Date: 2019-2020 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: **Superintendent's Report**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Information Item**

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

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**BACKGROUND:**

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



## **D. DISCUSSION ITEMS**

AGENDA ITEM: **Review of Minnesota State High School League  
“Why We Play” Training Video**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Brian Peloquin, Director of Student Activities  
Don Bosch, Principal WBHS-South Campus  
Alison Gillespie, Principal WBHS – North Campus  
Dr. Wayne Kazmierczak, Superintendent**

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**BACKGROUND:**

The Minnesota State High School League requires our School Board to review the “Why We Play” training video, which defines the purpose of education-based athletic and activity programs and will assist school communities in communicating a shared common language as it relates to the value of these said programs, prior to approving the 2019-20 Resolution for Membership.

The Minnesota State High School League resolution for membership will be approved in Operational Item E-3.

AGENDA ITEM: **Overview of Comprehensive Facilities Plan**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Discussion Item**

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

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**BACKGROUND:**

On September 10, 2018, the School Board commissioned the Superintendent to form a committee of community and staff members to study the facility needs of the District and develop a comprehensive long-term facilities proposal for the School Board. The Board charged the committee as follows:

**OVERVIEW:**

*A Facility Planning Committee is being formed to study the White Bear Lake Area Schools' facilities and develop a comprehensive, long-range Facilities Master Plan for recommendation to the School Board. The facilities study and resulting recommendation will be based on capacity, current enrollment, projected enrollment, educational needs of the School District, alignment with the District's Strategic Vision, community recreation, special programs, school security, and financial stewardship.*

**FACILITY PLANNING COMMITTEE CHARGE:**

- *Develop a comprehensive long-range Facilities Master Plan with one or more scenarios for recommendation to the School Board that will:*
  - *Best serve the School District's educational goals;*
  - *be financially attainable and sustainable;*
  - *reflect the values and priorities of the communities of White Bear Lake Area Schools;*
  - *accommodate the District's PreK-12 enrollment and other programs;*
  - *cover anticipated needs for the next 10 years, as well as recognize major issues beyond 10 years;*
  - *be consistent with the School District's Strategic Vision;*

- *recommend optimal use of facilities, accommodate projected enrollment and support educational delivery along with the rationale for the recommendations.*
- *To do this, the Committee will analyze data in order to:*
  - *Understand and quantify building capacity for Early Childhood, K-12, and Community Education programming;*
  - *understand facility maintenance needs and recommend priorities to the District;*
  - *address both capital costs and operational costs.*
- *The Committee recommendation should reflect optimal use of the District's facilities and cover anticipated future needs, as well as any topics requiring further study.*

This committee, with more than 90 parents, staff and community members, worked diligently for several months to carry out this charge. After much consideration and careful study of the District's Strategic Plan, enrollment projections, deferred maintenance needs, capacity analyses, and the future of educational programs, representatives of the Facilities Planning Committee presented its recommendation to the School Board on April 22, 2019. The following is a summary of key components of the recommendation:

- Projects to accommodate projected enrollment growth;
- completion of deferred maintenance projects at all school district facilities;
- construction, acquisition and installation of safety and security improvements at all school district facilities;
- construction and equipping of a new grades K-5 elementary school facility in Hugo;
- additions and renovations at district elementary schools;
- construction of additions and renovations to the North Campus to convert that facility for use as a grades 9-12 single site high school facility;
- construction and renovations to South Campus to convert it for use as a middle school facility;
- construction and renovations to Sunrise Park Middle School to convert it for uses to include a senior citizen center, an early childhood center, the Transition Education Center, and the district office;
- renovations to the current District Center building to allow for the expansion of Central Middle School; and
- district-wide classroom and building updates to create flexible learning spaces.

The plan is comprehensive in nature, creating a domino-effect of solutions to meet the broad needs identified by the committee. Additionally, the plan demonstrates a commitment to manage costs by maximizing the use of our existing square footage.

Results from a survey conducted in April 2019 and summarized at the April 22, 2019 work-study meeting show strong community support White Bear Lake Area Schools, the financial management of District resources, and the quality of education provided. Additionally, survey results indicate strong support for key aspects of the recommended comprehensive facilities plan.

# **E. OPERATIONAL ITEMS**

AGENDA ITEM: **Action on 10-Year Long-Term Facility Maintenance Plan**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

In 2015 the state legislature established the Long-Term Facilities Maintenance (LTFM) Revenue Program (123B.595) for school districts, intermediate, cooperatives and charter schools. This program replaced Health and Safety, Deferred Maintenance, and Alternative Facilities Bonding and Levy programs.

The District must annually update the plan, submit the plan to the commissioner for approval by July 31 and indicate whether the District will issue bonds to finance the plan. Our last bond issuance was February 2018 when the District issued \$16.13 million in LTFM bonds for investment in facilities for 2018-2020. The ongoing plan is to continue to levy \$2 million for pay as you go LTFM expenditures.

Attached is the District's 10-Year Long-Term Facility Maintenance (LTFM) expenditure and revenue plans as well as a more detailed planning document that breaks down the next several fiscal years.

**RECOMMENDED ACTION:**

*Approve the 10-year Long-Term Facility Maintenance Plan as presented.*

FY 21 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 7/02/2019											
624	<= Type in School District Number														
	White Bear Lake School District		Change only												
			if requiring levy	Payable 2019											
Calculations for Ten Year Projection		Pay 19	adjustments	LLC Certification	Current Estimate										
		LLC #	FY 2019	FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
1	Type your district number in cell A2 (Minneapolis = 1.2)														
2	Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 17 to 18, 20, 21, 26, 27 and 50														
3	Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33														
4	Look-up data from following tabs														
5	Initial Formula Revenue														
6	Current year APU	57		9,545.20	9,570.70	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85
6a	Additional Pre-K Pupil Units ( line 19 of Pre-K application)														
6b	Total Adjusted Pupil Units = (6) + (6a)				9,570.70	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85
7	District average building age (uncapped)	451		50.50	50.50	51.50	52.50	53.50	54.50	55.50	56.50	57.50	58.50	59.50	
8	Formula allowance			\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00
9	Building age ratio = (Lesser of 1 or (7) / 35)	452			1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
10	Initial revenue = (6) * (8) * (9)	453		3,627,176	3,636,866	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142
11	Added revenue for Eligible H&S Projects > \$100,000 / site														
12	Debt service for existing Alt facilities H&S bonds (1B) - gross before debt excess	702			-	-	-	-	-	-	-	-	-	-	-
13	Debt Excess related to Debt service for existing Alt facilities H&S bonds (1B)	756			-	-	-	-	-	-	-	-	-	-	-
14	Debt service for portion of existing Alt facilities bonds from line (22) attributable to eligible H&S Projects > \$100,000 per site (1A)	701			-	-	-	-	-	-	-	-	-	-	-
15	Debt Excess related to Debt service for portion of existing Alt facilities bonds attributable to eligible H&S Projects > \$100,000 per site (1A)	755			-	-	-	-	-	-	-	-	-	-	-
17	Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue	767			-	-	-	-	-	-	-	-	-	-	-
18	Pay as you go revenue for eligible new H&S projects > \$100,000 / site	455			-	-	-	-	-	-	-	-	-	-	-
19	Total additional revenue for eligible H&S projects >\$100,000 / site (12) - (13) + (14) -(15) + (17) + (18)	456		-	-	-	-	-	-	-	-	-	-	-	-
	Added revenue for Pre-K remodeling (for VPK approvals only)														
20a	Net debt service for bonds approved for Pre-K remodeling	768			-	-	-	-	-	-	-	-	-	-	-
20b	Pay as you go for projects approved for Pre-K remodeling	457			-	-	-	-	-	-	-	-	-	-	-
20c	Total Pre-K revenue				-	-	-	-	-	-	-	-	-	-	-
20d	Total New Law Revenue (10) + (19) + (20c)	458			3,636,866	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142
	Old Formula revenue														
21	Old formula Health & Safety revenue (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2020)	459		700,000	700,000	-	-	-	-	-	-	-	-	-	-
22	Old formula alt facilities debt revenue (1A) - gross before debt excess	701			4,006,988	4,572,150	4,823,625	6,917,325	6,614,138	6,622,065	6,632,253	-	-	-	-
23	Debt Excess allocated to line 22				-	-	-	-	-	-	-	-	-	-	-
24	Old formula alt facilities debt revenue (1A) - debt excess	765			4,006,988	4,572,150	4,823,625	6,917,325	6,614,138	6,622,065	6,632,253	-	-	-	-
25	Old formula alt facilities debt revenue (1B) = (12) - (13)	766			-	-	-	-	-	-	-	-	-	-	-
26	Old formula alt facilities pay as you go revenue (1A) (these should match the pay as you go amounts calculated on the Alt Facilities Page 8 worksheet through FY 2020)	460			-	-	-	-	-	-	-	-	-	-	-
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000 (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2020)	463			-	-	-	-	-	-	-	-	-	-	-
27a	LTFM "H&S >100K per site" bonds	767			-	-	-	-	-	-	-	-	-	-	-
27b	LTFM "other" bonds for 1A hold harmless	769			503,055	503,055	503,055	503,055	503,055	839,055	1,217,475	2,844,240	2,909,550	2,907,765	
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / formula allowance))	466			-	-	-	-	-	-	-	-	-	-	-
29	Total old formula revenue = (21)+(24)+(25)+(26)+(27)+(27a)+(27b)+(28)	467		4,978,238	5,210,043	5,075,205	5,326,680	7,420,380	7,117,193	7,461,120	7,849,728	2,844,240	2,909,550	2,907,765	



FY 21 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 7/02/2019										
624	<= Type in School District Number													
	White Bear Lake School District				Change only									
			if requiring levy	Payable 2019										
Calculations for Ten Year Projection				Pay 19	adjustments	LLC Certification	Current Estimate							
		LLC #	FY 2019	FY 2020	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
30	Total LTFM Revenue for Individual District Projects = Greater of (20d) or [(29) + (20c)]			468	4,978,238	5,210,043	5,075,205	5,326,680	7,420,380	7,117,193	7,461,120	7,849,728	3,682,142	3,682,142
31	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number			469	-	-	-	-	-	-	-	-	-	-
32	District LTFM Revenue (30) - (31)			470	4,978,238	5,210,043	5,075,205	5,326,680	7,420,380	7,117,193	7,461,120	7,849,728	3,682,142	3,682,142
33	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)			471	8,449	-	-	-	-	-	-	-	-	-
34	Grand Total LTFM Revenue (32) + (33)			472	4,986,687	5,210,043	5,075,205	5,326,680	7,420,380	7,117,193	7,461,120	7,849,728	3,682,142	3,682,142
	Aid and Levy Shares of Total Revenue													
35	For ANTC & APU, three year prior date				2017	2017	2018	2019	2020	2021	2022	2023	2024	2025
36	Three year prior Ag Modified ANTC			33	88,976,531	88,976,531	93,717,329	97,466,022	101,364,663	105,419,249	109,636,019	114,021,460	118,582,319	123,325,611
37	Three year prior Adjusted PU (New Weights)			54	9,135.85	9,135.85	9,378.61	9,538.55	9,570.70	9,689.85	9,689.85	9,689.85	9,689.85	9,689.85
38	ANTC / APU = (36) / (37)			474	9,739.27	9,739.27	9,992.66	10,218.11	10,591.14	10,879.35	11,314.53	11,767.11	12,237.79	12,727.30
39	State average ANTC / APU with ag value adjustment			475	7,718.42	8,124.44	8,591.39	9,061.00	9,544.16	9,926.00	10,323.00	10,736.00	11,165.00	11,612.00
40	Equalizing Factor = 123% of (39)			476	9,493.66	9,993.06	10,567.41	11,145.03	11,739.32	12,208.98	12,697.29	13,205.28	13,732.95	14,282.76
41	Local (levy) share of Equalized Revenue (lesser of 1 or (38) / (40))			477	97.46%	97.46%	94.56%	91.68%	90.22%	89.11%	89.11%	89.11%	89.11%	89.11%
42	State (aid) share of Equalized Revenue (1 - (41))			478	2.54%	2.54%	5.44%	8.32%	9.78%	10.89%	10.89%	10.89%	10.89%	10.89%
43	Equalized Revenue (lesser of (34) or (6) * (8))			473	3,627,176	3,636,866	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142	3,682,142
44	Initial LTFM State Aid (42) * (43)			479	92,118	92,364	200,268	306,240	360,137	401,007	400,993	401,017	400,889	401,003
45	Old formula Grandfathered Alternative Facilities Aid			481	-	-	-	-	-	-	-	-	-	-
46	Total LTFM State Aid (Greater of (44) or (45))			482	92,118	92,364	200,268	306,240	360,137	401,007	400,993	401,017	400,889	401,003
47	Total LTFM Levy (34) - (46) (including coop/intermediate)			485	4,894,569	5,117,679	4,874,937	5,020,440	7,060,243	6,716,186	7,060,128	7,448,711	3,281,253	3,281,139
	Debt Service Portion of Revenue (non-grandfather districts)													
49	Subtotal Debt Service Revenue from above = (12) - (13) + (17) + (24)			765+766+767+768		4,006,988	4,572,150	4,823,625	6,917,325	6,614,138	6,622,065	6,632,253	-	-
50	New LTFM bonds excluding bonds on line 17 (principal + interest)*1.05			769		503,055	503,055	503,055	503,055	503,055	839,055	1,217,475	2,844,240	2,909,550
51	Total Debt Service Revenue = (49) + (50)			770		4,510,043	5,075,205	5,326,680	7,420,380	7,117,193	7,461,120	7,849,728	2,844,240	2,909,550

[illegible]

## Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only

ED - 02478-05

[illegible]

## Expenditure Categories

[illegible]

**White Bear Lake Area Schools-Ten Year LTFM Plan**

Revised 7/1/2019

FY 2019			FY 2020		
Door Replacement exterior	\$90,000	368	Door Replacement exterior	\$90,000	368
Door Replacement Interior	\$90,000	369	Door Replacement Interior	\$90,000	369
Fence replacement (South, Otter, various)	\$90,000	384	Fence Replacement	\$110,000	384
Flooring Replacement	\$100,000	379	Flooring replacement	\$145,000	379
Painting	\$100,000	379	Painting	\$100,000	379
Professional services and salaries	\$550,000	382	Professional services and salaries	\$650,000	382
Parking lot repairs/crackfilling and sealcoating	\$150,000	384	Parking lot repairs/crackfilling	\$60,000	384
Concrete Replacement (north, alc, various)	\$100,000	384	Concrete Replacement	\$75,000	384
Boiler refractory work (various)	\$14,000	380	Roofing Maintenance	\$100,000	383
Roofing Maintenance	\$90,000	383	Plumbing Replacement	\$75,000	381
<b>Central</b> Tennis Court completion	\$475,000	384	District- HVAC Repairs	\$140,000	380
<b>Birch</b> -carpet 137, small library rooms, 3 otl	\$14,000	379	Boiler Repairs	\$80,000	380
<b>DC</b> -recarpet upper auditorium area/conf rm	\$8,000	379	<b>Willow</b> Roof 2/3 cost	\$375,638	383
<b>Lin, Bir, South, willow</b> -overlay paths	\$60,000	384	<b>Vadnais Roof</b>	\$221,910	383
<b>Lincoln</b> -stage and gym curtain replace	\$10,000	379	<b>Normandy</b> - Roof replacement entire	\$492,970	383
<b>HVAC Replacement (Various)</b>	\$247,527	380	<b>HIPP</b> -Roof-2/3 cost	\$281,471	383
<b>ALC/Lakeaires/mat</b> -Walk in cooler doors	\$10,000	369	<b>ALC</b> - Roof Replacement	\$319,295	383
Replace handwash sinks-all kitchens	\$5,000	381	<b>Sunrise</b> - Roof Replacement	\$779,805	383
<b>Normandy</b> - Automation replacement	\$19,000	380	<b>Summer 2020 Roofs</b>		
<b>Otter</b> - Partial window replacement	\$75,000	368	<b>Matoska</b> Roof (E, F, G, H)	\$146,000	383
<b>Otter Lake</b> -Loading dock repair	\$29,000	384	<b>South</b> Roof (ABCDEF)	\$1,800,000	383
<b>Otter</b> - Hallway carpet replacement-finish	\$87,039	379	<b>Central</b> Roof (D, D1, F, G, H, I, J, K, L,)	\$700,000	383
<b>Normandy and Bellaire</b> lot completions	\$220,000	384	<b>North</b> - Roof (A1, A2, A3, B1, B2, G1, G2, G3)	\$1,200,000	383
<b>North</b> - Exterior doors "E" and glass	\$50,000	368	<b>North-Window completion (phase1)</b>	\$245,000	368
<b>North</b> - Window Replacement	\$400,000	368	<b>North</b> -windows (phase2)-Summer 2020	\$300,000	368
<b>North</b> -Stairway railing replacement	\$45,000	369	<b>South and North</b> -window blinds	\$150,000	379
<b>North</b> -ceiling and lighting Office hall circle	\$347,000	379	<b>South Campus</b> -flooring	\$100,000	379
<b>South</b> -replace 8 gym doors with steel door	\$30,000	369	<b>Birch Lake</b> -gym floor replacement	\$112,000	379
<b>South</b> - exterior door "c" replacement	\$20,000	368	<b>Various</b> - Lighting replacement	\$40,000	370
<b>South</b> -Generator replacement	\$45,000	370	<b>Otter Lake</b> Tuckpointing-Phase 2	\$250,000	368
<b>Vadnais</b> - dishwasher replacement	\$16,000	369	<b>Birch</b> -Replace coat hooks and damaged cabinetry	\$6,600	369
<b>South</b> - replace kitchen dishwasher	\$55,000	369	<b>South</b> -Loading dock repairs	\$41,440	384
<b>South</b> -Flooring-halls and classrooms	\$60,000	379	District Freezer (condensers and evaporators)	\$45,000	380
<b>North</b> - Music room carpets defer	\$35,000	379	<b>Central/DC</b> lot overlay-back, partial front	\$71,500	384
<b>North</b> - LVT 4 old computer rooms	\$15,000	379	<b>ALC</b> Parking lot overlay-entire	\$90,500	384
<b>Central</b> Blinds	\$40,000	379	<b>Matoska</b> - South lot overlay	\$65,000	384
<b>Lakeaires</b> - New gas and storage room doors	\$15,000	368	<b>Otter Lake</b> -HVAC project	\$336,000	380
<b>North</b> -New doors and gates in mezz	\$30,000	369	<b>Central</b> -Dishwasher	\$75,000	369
<b>Sun/Cent</b> - physical lockers 4 locker rooms	\$295,873	369	<b>Otter</b> -Dishwasher	\$36,857	369
<b>Willow</b> -loading dock repair	\$15,000	384	<b>Hipp</b> -Ceiling repair/water damage	\$10,014	379
<b>Willow</b> -carpet and abate media center	\$25,000	379	<b>Central, Otter, NC</b> - ADA	\$25,000	367
<b>Onaka</b> -automation replacement	\$20,000	380	<b>Lakeaires</b> east concrete	\$15,000	384
<b>Lakeaires</b> -2nd floor carpet + abate	\$80,000	379	<b>Hugo</b> - main sidewalk repair	\$20,000	384
6 schools- boiler cleanout plug replacement	\$60,000	380	<b>DC, So, Sun, Mat, Lin</b> sewer drain repairs	\$80,000	384
automation software upgrade <b>hug, no, cen</b>	\$18,000	380	<b>Hugo</b> -Windows old section-partial	\$40,000	368
<b>Lincoln</b> - Plumbing	\$10,000	381	<b>Matoska, Lin</b> -Path overlays	\$13,000	384
<b>Matoska and Birch</b> -divider curtain replacement	\$20,000	369	<b>DC</b> -Window leak repair	\$75,000	368
<b>Sunrise</b> roof cost- June 2020 project	\$60,000	383			
<b>Hipp</b> Roof 1/3 cost June HIPP	\$140,524	383			
<b>Normandy</b> Roof- June 2020 1/3	\$185,000	383			
<b>ALC</b> Roof Replacement 1/3 startup	\$220,000	383			
<b>Willow</b> roof 1/3 startup	\$187,537	383			
<b>North/cen/so</b> - Parking lot and building lighting	\$20,000	384	Health Safety	\$725,000	
<b>Central</b> -replace bridge	\$5,000	384	Physical Hazards (\$230,000)		347
<b>Otter</b> - ADA improvements-handicap operations	\$5,000	367	Hazardous Materials (\$40,000)		349
<b>Birch</b> -replace coat hooks	\$25,000	369	Env, HS Management (\$285,000)		352
<b>North</b> -circulating pump main loop	\$6,500	380	Asbestos Removal (\$80,000)		358
HEALTH SAFETY	\$765,000		Fire Safety (\$80,000)		363
	\$6,000,000		Indoor Air Quality (\$10,000)		366
				\$11,000,000	

FY 2021			TBD		FY 2022			TBD	
Door Replacement Exterior	\$70,000	368			Door Replacement Exterior	\$75,000	368		
Door Replacement Interior	\$90,000	369			Door Replacement- Interior	\$90,000	369		
Flooring Replacement	\$75,000	379			Flooring Replacement	\$95,000	379		
Painting	\$90,000	379			Painting	\$100,000	379		
Professional services and salaries	\$300,000	382			Professional services and salaries	\$300,000	382		
Parking lot repairs/sealcoating	\$50,000	384			Parking lot repairs/sealcoating	\$100,000	384		
Concrete Replacement	\$60,000	384			Concrete Replacement	\$60,000	384		
HVAC Replacement	\$100,000	380			HVAC Replacement	\$100,000	380		
Roofing Maintenance	\$90,000	383			Roofing Maintenance	\$90,000	383		
Roofing Replacement	\$350,000	383			Window replacement	\$260,000	368		
Health Safety	\$725,000				Health Safety	\$730,000			
	\$2,000,000					\$2,000,000			

FY 2023			TBD		FY 2024			TBD	
Door Replacement-Exterior	\$70,000	368			Door Replacement-Exterior	\$75,000	368		
Door Replacement-Interior	\$70,000	369			Door Replacement-Interior	\$85,000	369		
Flooring Replacement	\$95,000	379			Flooring Replacement	\$95,000	379		
Painting	\$90,000	379			Painting	\$90,000	379		
Profesional services and salaries	\$300,000	382			Profesional services and salaries	\$300,000	382		
Parking lot repairs	\$75,000	384			Parking lot repairs	\$75,000	384		
Concrete Replacement	\$60,000	384			Concrete Replacement	\$60,000	384		
Roofing Maintenance	\$90,000	383			Roofing Maintenance	\$90,000	383		
Roofing Replacement tbd	\$250,000	383			HVAC Replacement	\$100,000	380		
South track rubber replace and repaint sur	\$170,000	384			Tuck Pointing	\$100,000	368		
					Window Replacement	200,000	368		
Health Safety	\$730,000				Health Safety	730,000			
	\$2,000,000					\$2,000,000			

FY 2025			TBD		FY 2026			TBD	
Door Replacement-Exterior	\$75,000	368			Door Replacement-Exterior	\$75,000	368		
Door Replacement-Interior	\$90,000	369			Door Replacement-Interior	\$60,000	369		
Flooring replacement	\$125,000	379			Flooring replacement	\$75,000	379		
Districtwide painting	\$90,000	379			Districtwide painting	\$90,000	379		
Profesional services and salaries	\$300,000	382			Profesional services and salaries	\$300,000	382		
Parking lot repairs	\$75,000	384			Parking lot repairs	\$60,000	384		
Concrete repairs/replacement	\$60,000	384			Concrete repairs/replacement	\$60,000	384		
Roofing Mtce	\$90,000	383			Roofing Mtce	\$50,000	383		
Roofing Replacement TBD	\$265,000	383			Turf replace 2026 (new in 8/2015)	\$500,000	384		
HVAC Replacement	\$100,000	380							
Health Safety	\$730,000				Health Safety	\$730,000			
	\$2,000,000					\$2,000,000			

FY 2027			TBD		FY 2028			TBD	
Door Replacement-Exterior	\$75,000	368			Door Replacement-Exterior	\$75,000	368		
Door Replacement-Interior	\$90,000	369			Door Replacement-Interior	\$90,000	369		
Flooring Replacement	\$125,000	379			Flooring Replacement	\$125,000	379		
Districtwide Painting	\$90,000	379			Districtwide Painting	\$90,000	379		
Professional Services and Salaries	\$300,000	382			Professional Services and Salaries	\$300,000	382		
Parking lot repairs	\$90,000	384			Parking lot repairs	\$70,000	384		
Concrete repairs/replacement	\$60,000	384			Concrete repairs/replacement	\$60,000	384		
Roofing Mtce	\$90,000	383			Roofing Mtce	\$90,000	383		
Roofing Replacement	\$250,000	383			Roofing Replacement	\$270,000	383		
HVAC Replacement	\$100,000	380			HVAC Replacement	\$100,000	380		
Health Safety	\$730,000				Health and Safety	\$730,000			
	\$2,000,000					\$2,000,000			

FY 2029			TBD	
Door Replacement-Exterior	\$75,000	368		
Door Replacement-Interior	\$90,000	369		
Flooring Replacement	\$125,000	379		
Districtwide Painting	\$90,000	379		
Professional Services and Salaries	\$300,000	382		
Parking lot repairs	\$90,000	384		
Concrete repairs/replacement	\$60,000	384		
Roofing Mtce	\$90,000	383		
Roofing Replacement	\$250,000	383		
HVAC Replacement	\$100,000	380		
Health Safety	\$730,000			
	\$2,000,000			

AGENDA ITEM: **Action on Designation of Identified Official with Authority for the MDE External User Access Recertification System**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority assigns job duties and authorizes external user's access to MDE secure systems for their local education agency (LEA).

**RECOMMENDED ACTION:**

Move to approve Wayne Kazmierczak, Superintendent, and Jody Reber, Executive Assistant to the Superintendent (to add and remove names only), as White Bear Lake Area Schools' Identified Official with Authority as required by the Minnesota Department of Education.

AGENDA ITEM: **Action on Renewal Membership in the Minnesota State High School League for 2019-2020**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Brian Peloquin, Director of Student Activities**  
**Don Bosch, Principal WBHS-South Campus**  
**Alison Gillespie, Principal WBHS – North Campus**  
**Dr. Wayne Kazmierczak, Superintendent**

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**BACKGROUND:**

Each year the White Bear Lake Area School Board is required to approve the resolution to renew the White Bear Lake Area High School's membership in the Minnesota State High School League. Earlier this evening, we reviewed the "Why We Play" training video as required by the Minnesota State High School League.

**RECOMMENDATION:**

Approve membership in the Minnesota State High School League for 2019-20.



**2019-2020 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

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

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

White Bear Lake

Area High School

(If more than four high schools, attach an additional list)

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

1. ☐ Make new application for membership in the Minnesota State High School League; School Enrollment (9-12): \_\_\_\_\_  
OR;  
☒ Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

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

***Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.***

***Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.***

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

Signed: \_\_\_\_\_  
(Clerk/Secretary - Local Governing Board)

Signed: \_\_\_\_\_  
(Superintendent or Head of School)

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

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

District Office Address, City, Zip: \_\_\_\_\_

School Superintendent's Phone: \_\_\_\_\_

School Superintendent's Email: \_\_\_\_\_

**RETURN ONE COPY TO THE MSHSL NOT LATER THAN AUGUST 31, 2019**  
**Retain one copy for the school files.**

(over)



## 2019-2020 RESOLUTION FOR MEMBERSHIP

The following is taken from the MSHSL Constitution:

### 208.00 LOCAL CONTROL

#### 208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

#### 208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

#### 208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Please complete and return this form with your school's 2019-2020 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

White Bear Lake Area High School

Name of School (Please Print)

### 208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

\_\_\_\_\_  
(Designated School Board Member – please print)

\_\_\_\_\_  
(Designated School Representative – please print)

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Email Address

### 208.02 ACTIVITY REPRESENTATIVES

\_\_\_\_\_  
(Boys' Sports – please print)

\_\_\_\_\_  
(Girls' Sports – please print)

\_\_\_\_\_  
(Speech – please print)

\_\_\_\_\_  
(Music – please print)

\_\_\_\_\_  
\*(Mailing Representative - Please Print)

\* The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings or email messages.

### 208.03 LOCAL ADVISORY COMMITTEE MEMBERS

\_\_\_\_\_  
(Board Member – please print)

\_\_\_\_\_  
(Student - please print)

\_\_\_\_\_  
(Parent – please print)

\_\_\_\_\_  
(Faculty Member – please print)

AGENDA ITEM: **Action on Resolution Relating to the Issuance of School Building Bonds and Calling an Election Thereon**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

On September 10, 2018, the School Board commissioned the Superintendent to form a committee of community and staff members to study the facility needs of the District and develop a comprehensive long-term facilities proposal for the School Board.

A committee comprised of 90 community and staff members studied educational and facility needs from October 2018 to January 2019 and presented the report to the School Board at its work-study session on January 28, 2019. The report included information related to educational needs, community needs (including activities and athletics), and facility maintenance needs. At its February 11, 2019 regular meeting, the School Board authorized the committee to continue its work and identify solutions to meet the identified needs.

During February and March 2019, a subcommittee identified solutions to the identified needs and presented multiple scenarios to the full committee in April. The full committee reached agreement on the final plan that was then presented to the School Board at the April 22, 2019 work-study session. Additionally, the results of a community survey conducted by The Morris-Leatherman Company were presented to the School Board at the May 20, 2019 work-study session.

At its June 10, 2019 regular meeting, the School Board authorized District administration to develop parameters for a bond referendum to be discussed at the June 27, 2019 work-study session and acted upon at the July 15, 2019 regular meeting. At the June 27 work-study session, administrators presented an overview of the facilities plan that included information related to the financing of the project and tax impact, proposed ballot language, the anticipated phasing of the project, and the Review and Comment Submittal which will be submitted to the Education

Commissioner. The amount of the bond request will be \$326 million to carry out the comprehensive facilities plan over the next several years. The tax impact will be approximately \$23 per month on a \$275,000 home, which is the average home value in the District.

At its July 15, 2019 regular meeting, the School Board will act upon a *Resolution Relating to the Issuance of School Building Bonds and Calling an Election Thereon*.

**RECOMMENDED ACTION:**

Move to approve the *Resolution Relating to the Issuance of School Building Bonds and Calling an Election Thereon* as presented.

CERTIFICATION OF MINUTES RELATING

TO

SCHOOL BUILDING BONDS

ISSUER: INDEPENDENT SCHOOL DISTRICT NO. 624  
(WHITE BEAR LAKE AREA SCHOOLS)  
WHITE BEAR LAKE, MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting, held July 15, 2019, at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION RELATING TO THE ISSUANCE OF  
SCHOOL BUILDING BONDS AND CALLING AN ELECTION THEREON**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer this \_\_\_\_ day of July, 2019.

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School District Clerk

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

HELD: JULY 15, 2019

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was duly held in said school district on July 15, 2019, at 7:00 o'clock p.m., for the purpose, in part, of calling an election to authorize the issuance of school building bonds.

Member \_\_\_\_\_ moved the adoption of the following Resolution:

**RESOLUTION RELATING TO THE ISSUANCE OF  
SCHOOL BUILDING BONDS AND CALLING AN ELECTION THEREON**

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

1. The board hereby finds and determines that it is necessary and expedient for the school district to borrow money in an aggregate amount not to exceed \$326,000,000 and not to exceed any limitation upon the incurring of indebtedness which shall be applicable on the date or dates of the issuance of any bonds, for the purpose of providing funds for a phased program of acquisition and betterment of school sites and facilities, including the construction and equipping of a new grades K-5 elementary school facility; the construction of various projects to accommodate projected enrollment growth districtwide; the completion of deferred maintenance projects at all school district facilities; the construction, acquisition and installation of safety and security improvements at all school district facilities; the construction of additions and renovations to current district elementary schools; the construction of additions and renovations to the high school North Campus to convert that site and facility for use as a grades 9-12 single site high school facility; the construction of renovations to the high school South Campus to convert it for use as a middle school facility; the construction of renovations to the Sunrise Park Middle School facility to convert it for uses to include a senior citizen center, an early childhood center, the Transition Education Center and the District office; and the construction of renovations to the current District Center building to allow for expansion of the Central Middle School facility. The question on the borrowing of funds for these purposes shall be School District Question 1 on the school district ballot at the special election held to authorize said borrowing.

2. The actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the board to the Commissioner of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby ratified and approved in all respects. The actual holding of the special election on School District Question 1 specified herein shall be contingent upon the receipt of a positive Review and Comment from the Commissioner of Education on the projects included in that question.

The clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper of the school district at least twenty (20) but not more than sixty (60) days prior to the date of the special election as specified in paragraph 3 of this resolution.

The school board must hold a public meeting to discuss the Commissioner's Review and Comment before the referendum for bonds.

3. The ballot question shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held on Tuesday, November 5, 2019, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m. **This date is a uniform election date specified in Minnesota Statutes, Section 205A.05.**

4. Pursuant to Minnesota Statutes, Section 205A.11, the school district polling places and the precincts served by those polling places, as previously established and designated by school board resolution are hereby designated for this special election.

5. The clerk is hereby authorized and directed to cause written notice of said special election to be given to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education, at least seventy-four (74) days prior to the date of said election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place on election day. The sample ballots shall not be printed on the same color paper as the official ballot.


# Special Election Ballot

## Independent School District No. 624 (White Bear Lake Area Schools)

November 5, 2019

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### Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: .

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To vote for a question, fill in the oval next to the word "Yes" on that question.  
To vote against a question, fill in the oval next to the word "No" on that question.

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### School District Question 1 Approval of School District Bond Issue



Yes



No

Shall the school board of Independent School District No. 624 (White Bear Lake Area Schools) be authorized to issue its general obligation school building bonds in an amount not to exceed \$326,000,000 to provide funds for a phased program of acquisition and betterment of school sites and facilities, including the construction and equipping of a new grades K-5 elementary school facility; the construction of various projects to accommodate projected enrollment growth districtwide; the completion of deferred maintenance projects at all school district facilities; the construction, acquisition and installation of safety and security improvements at all school district facilities; the construction of additions and renovations to current district elementary schools; the construction of additions and renovations to the high school North Campus to convert that site and facility for use as a grades 9-12 single site high school facility; the construction of renovations to the high school South Campus to convert it for use as a middle school facility; the construction of renovations to the Sunrise Park Middle School facility to convert it for uses to include a senior citizen center, an early childhood center, the Transition Education Center and the District office; and the construction of renovations to the current District Center building to allow for expansion of the Central Middle School facility?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU  
ARE VOTING FOR A PROPERTY TAX INCREASE.**

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Optical scan ballots must be printed in black ink on white material, except that marks

to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

8. If the school district will be contracting to print the ballots for this special election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer, at the request of the election official, shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance by publishing the Notice of Testing once in the official newspaper and by causing the notice to be posted in the office of the County Auditor, the administrative offices of the school district, and the office of any other local election official conducting the test.

10. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the places where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the election and in the newspaper of widest circulation once on the day preceding the election, or once the week preceding the election if the newspaper is a weekly.

11. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties,



additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

12. The clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at each polling place during the special election. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections. The election must be canvassed between the third and the tenth day following the election.

13. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02 available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

14. Pursuant to agreement with Ramsey County, Ramsey County elections is authorized to carry out all duties and functions of the School District Clerk applicable to this special election.

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

\_\_\_\_\_. On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.



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

## **2019 Referendum**

# **REVIEW AND COMMENT SUBMITTAL**

**Presented to:**

**Minnesota Department of  
Education**

**July 16, 2019**



**KRAUS-ANDERSON®**





**White Bear Lake Area Public Schools**  
**Independent School District 624**

**Wayne A. Kazmierczak, Ph.D.**  
Superintendent of Schools

4855 Bloom Avenue  
White Bear Lake, MN 55110-2731  
(651) 407-7563 • Fax: (651) 407-7566

July 16, 2019

Mary Cathryn Ricker, Commissioner  
Minnesota Department of Education  
1500 Highway 36 West  
Roseville, Minnesota 55113-4266

Re: Independent School District #624  
White Bear Lake Area Schools  
2019 Referendum

Dear Commissioner Ricker:

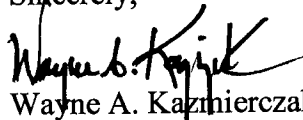
In accordance with M.S. 123B.71, White Bear Lake Area Schools, Independent School District #624, is submitting this Review and Comment document for their proposed referendum projects. The proposed projects involve the creation of additional capacity District-wide via additions, renovations and the construction of a new Elementary School; safety and security improvements at all facilities; alignment of the High School with the creation of a single site for grades 9-12; creation of flexible learning areas with classroom and media center improvements; a new Transportation / Maintenance facility; and program improvements at all facilities. These projects were identified through a comprehensive facilities planning process including a 90+ person Facility Planning Committee made up of staff, parents and community members. The Committee met between October 2018 and April 2019 and made a recommendation to the Board of Education at their April 22 Work Study meeting; the Board voted on the recommended facility master plan at the July 15, 2019 Board meeting.

White Bear Lake Area Schools has experienced growth over the past several years and is projected to continue to grow for the foreseeable future; enrollment projections indicate the District will add over 2,000 students in the next 10 years. The proposal of a new Elementary School as well as additions and renovations District-wide will address these capacity needs through the creation of additional learning space. The Committee spent a significant amount of time studying how to address space needs at the High School, leading to a recommendation to the Board that the District create one grades 9-12 High School at the current White Bear Lake Area High School – North Campus (WBLAHS – North Campus) with space to accommodate projected student enrollment, and to convert WBLAHS – South Campus to a middle school to address enrollment growth at the grades 6-8 level. In addition to studying capacity and

enrollment, the Facility Planning Committee identified needs District-wide related to safety and security, building condition, flexible learning areas, and program improvements.

Funding for the projects will be provided by general obligation bonds, and the District intends to seek voter approval in a referendum on November 5, 2019. The project will be presented through a single ballot question in amount not-to-exceed \$326,000,000, which includes bond issuance and other associated financing costs. Additional specific details involving the need for these projects are furnished in the following report. We appreciate your review and subsequent comments on this important proposal and look forward to your reply.

Sincerely,

A handwritten signature in black ink, appearing to read "Wayne A. Kazmierczak".

Wayne A. Kazmierczak, Ph.D.  
Superintendent

cc: White Bear Lake Area School Board  
Tim Wald, Asst. Superintendent for Finance and Operations

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In accordance with Minnesota Statute 123B.71, the School Board submits the following educational facility proposal for Review and Comment. The projects presented are the result of extensive District review of facility conditions and capacity of buildings compared to enrollment projections. The specific information is as follows:

**Key Information**

- Address: **Independent School District #624**  
**White Bear Lake Area Schools**  
4855 Bloom Avenue  
White Bear Lake, MN 55110  
Contact: Wayne A. Kazmierczak, Ph.D., Superintendent  
Email: wayne.kazmierczak@isd624.org  
Phone: (651) 407-7563
- School Board: Donald Mullin, Chair  
Kim Chapman, Vice Chair  
Ellen Fahey, Clerk  
Scott Wilson, Treasurer  
Deborah Sharpee Beloyed, Director  
Jessica Ellison, Director  
Margaret Newmaster, Director
- Financing: **\$326,000,000 General Obligation Bonds**
- Referendum: **November 5, 2019**
- Architect/Engineer: **Wold Architects and Engineers**  
332 Minnesota Street  
Suite W2000  
St. Paul, MN 55101  
Contact: Sal Bagley, AIA  
sbagley@woldae.com  
Phone: (651) 227-7773
- Construction Manager: **Kraus-Anderson Construction Company**  
501 South Eighth Street  
Minneapolis, MN 55404  
Contact: John Huenink  
john.huenink@krausanderson.com  
Phone: (763) 792-3616
- Fiscal Consultant: **Ehlers**  
3060 Centre Pointe Drive  
Roseville, MN 55113  
Contact: Shelby McQuay  
SMcQuay@ehlers-inc.com  
Phone: (651) 697-8548

**I. The Geographic Area and Population to be Served**

- a) *Preschool Through Grade 12 Student Enrollments for the Past Five Years,*
- b) *Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.*

**Geographic Area to be Served**

Independent School District #624 serves all or parts of Birchwood, Gem Lake, Hugo, Lino Lakes, Little Canada, Maplewood, North Oaks, Vadnais Heights, White Bear Lake and White Bear Township.

A map of the District is available on page 3.

ISD # 12	Centennial	ISD # 622	North St. Paul – Maplewood – Oakdale
ISD # 621	Mounds View	ISD # 832	Mahtomedi
ISD # 623	Roseville	ISD # 831	Forest Lake

**Population to be Served**

The proposed projects impact all grade levels through improvements to all buildings in the District through program improvements and, in certain cases, additions/renovations to increase student capacity. The new elementary school and capacity additions at Birch Lake Elementary, Oneka Elementary, and Otter Lake Elementary would address capacity needs at the elementary level District-wide. Additions and renovations at both Central Middle School and South Campus (to be utilized for grades 6-8 as a result of these projects) address capacity needs at the middle level District-wide. Finally, the proposed additions and renovations at North Campus (to be utilized for grades 9-12 as a result of these projects) address capacity needs at the high school level District-wide. As such, the populations to be served by this project are the students, staff, and communities throughout the entire District.

**District Enrollment History and Projections**

The District has experienced growth over the past 8 years; total K-12 enrollment was 7,934 students in the 2010 – 2011 school year, while total K-12 enrollment as of October 1, 2018 was 8,578 students. As a result of this, the District commissioned a comprehensive study in 2018 to understand demographic, housing and enrollment trends for the District that was conducted by TeamWorks International. The study provides 5 and 10 year enrollment projections for the District based on the assumptions detailed in the study, which is available in full in Appendix B. Findings include that the District will experience further growth over the coming years, projecting that the District will have 8,948 students in grades K-12 in the 2022 – 2023 school year. The 10-year enrollment estimates were generated based on a set of additional assumptions about development within the District.

Summary charts of the District's historical enrollment as well as the enrollment projections are available on pages 4 – 6 of this document.



a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,  
b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

*District facilities are indicated on the below map, along with the District boundary and labels of adjacent districts.*



**I. The Geographic Area and Population to be Served**

a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,

b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

**Enrollment History by Grade, 2010 – 2018**

Grade	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
K	578	630	634	680	660	647	634	677
1	570	596	624	662	660	679	556	637
2	668	542	592	612	666	662	692	665
3	619	667	550	606	616	680	694	712
4	581	622	670	553	603	617	674	722
5	646	592	609	667	545	598	638	707
6	535	654	604	603	645	563	615	633
7	575	541	670	606	603	652	578	636
8	605	609	543	660	605	595	668	573
9	575	641	612	544	648	596	610	672
10	648	588	624	599	561	636	577	618
11	644	666	587	625	594	568	640	579
12	690	667	656	580	614	594	546	627
<b>Total K - 5</b>	<b>3,662</b>	<b>3,649</b>	<b>3,679</b>	<b>3,780</b>	<b>3,750</b>	<b>3,883</b>	<b>3,888</b>	<b>4,120</b>
<b>Total 6 - 8</b>	<b>1,715</b>	<b>1,804</b>	<b>1,817</b>	<b>1,869</b>	<b>1,853</b>	<b>1,810</b>	<b>1,861</b>	<b>1,842</b>
<b>Total 9 - 12</b>	<b>2,557</b>	<b>2,562</b>	<b>2,479</b>	<b>2,348</b>	<b>2,417</b>	<b>2,394</b>	<b>2,373</b>	<b>2,496</b>
<b>Total K - 12</b>	<b>7,934</b>	<b>8,015</b>	<b>7,975</b>	<b>7,997</b>	<b>8,020</b>	<b>8,087</b>	<b>8,122</b>	<b>8,458</b>

**Enrollment Projections by Grade, 2018 – 2023***Full report available in Appendix B*

Grade	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
K	627	668	667	614	650
1	673	625	663	659	611
2	644	680	632	669	667
3	689	665	706	654	693
4	718	693	671	711	658
5	729	723	701	674	716
6	713	735	729	706	680
7	648	729	752	746	723
8	641	652	735	758	751
9	580	649	661	744	767
10	667	576	644	656	739
11	621	671	579	648	660
12	568	609	658	568	635
<b>Total K - 5</b>	<b>4,079</b>	<b>4,054</b>	<b>4,039</b>	<b>3,982</b>	<b>3,994</b>
<b>Total 6 - 8</b>	<b>2,001</b>	<b>2,117</b>	<b>2,216</b>	<b>2,210</b>	<b>2,153</b>
<b>Total 9 - 12</b>	<b>2,436</b>	<b>2,505</b>	<b>2,542</b>	<b>2,615</b>	<b>2,800</b>
<b>Total K - 12</b>	<b>8,517</b>	<b>8,676</b>	<b>8,797</b>	<b>8,807</b>	<b>8,948</b>

**I. The Geographic Area and Population to be Served**

a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,

b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

**Enrollment Projections by Grade, 100% Active & Future Housing***Full report available in Appendix B*

Grade	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
K	627	686	697	652	695	671	660	646	633	618
1	673	643	692	697	655	697	673	658	647	631
2	644	697	661	706	711	692	733	708	691	678
3	689	682	735	691	736	738	715	760	732	718
4	718	710	699	748	701	750	751	729	772	746
5	729	723	729	711	759	716	765	767	744	787
6	713	735	729	742	723	770	725	774	776	752
7	648	729	752	746	766	744	791	744	795	795
8	641	652	735	758	751	776	752	800	753	803
9	580	649	661	744	767	762	789	764	812	764
10	667	576	644	656	739	762	756	786	762	809
11	621	671	579	648	660	743	767	760	793	768
12	568	609	658	568	635	646	728	751	744	780
Total K - 5	4,079	4,141	4,212	4,206	4,256	4,264	4,297	4,268	4,219	4,178
Total 6 - 8	2,001	2,117	2,216	2,246	2,239	2,291	2,268	2,318	2,325	2,350
Total 9 - 12	2,436	2,505	2,542	2,615	2,800	2,912	3,039	3,061	3,112	3,120
Total K - 12	8,517	8,763	8,970	9,067	9,296	9,466	9,604	9,647	9,655	9,649

**Enrollment Projections by Grade, 50% Agricultural Land Development***Full report available in Appendix B*

Grade	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
K	627	704	726	688	738	719	711	700	689	677
1	673	661	721	733	698	745	724	712	703	690
2	644	715	690	742	754	740	784	762	747	737
3	689	700	764	727	779	786	766	814	788	777
4	718	728	728	784	744	798	802	783	828	805
5	729	723	758	747	802	764	816	821	800	846
6	713	735	729	778	766	818	776	828	832	811
7	648	729	752	746	809	792	842	798	851	854
8	641	652	735	758	751	824	803	854	809	862
9	580	649	661	744	767	762	840	818	868	823
10	667	576	644	656	739	762	756	840	818	868
11	621	671	579	648	660	743	767	760	849	827
12	568	609	658	568	635	646	728	751	744	839
Total K - 5	4,079	4,231	4,386	4,422	4,514	4,552	4,603	4,592	4,555	4,532
Total 6 - 8	2,001	2,117	2,216	2,282	2,325	2,435	2,421	2,480	2,493	2,527
Total 9-12	2,436	2,505	2,542	2,615	2,800	2,912	3,090	3,169	3,280	3,356
Total K-12	8,517	8,853	9,144	9,319	9,640	9,898	10,114	10,241	10,327	10,416

**I. The Geographic Area and Population to be Served**

a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,

b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

**Enrollment Projections by Grade, 75% Agricultural Land Development***Full report available in Appendix B*

Grade	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
K	627	712	740	707	759	742	736	728	718	707
I	673	669	735	752	719	768	749	740	732	720
2	644	723	704	761	775	763	809	790	776	767
3	689	708	778	746	800	809	791	842	817	807
4	718	736	742	803	765	821	827	811	857	835
5	729	723	772	766	823	787	841	849	829	876
6	713	735	729	797	787	841	801	856	861	841
7	648	729	752	746	830	815	867	826	880	884
8	641	652	735	758	751	847	828	882	838	892
9	580	649	661	744	767	762	865	846	897	853
10	667	576	644	656	739	762	756	868	847	898
11	621	671	579	648	660	743	767	760	878	857
12	568	609	658	568	635	646	728	751	744	869
Total K - 5	4,079	4,271	4,470	4,536	4,640	4,690	4,753	4,760	4,729	4,712
Total 6 - 8	2,001	2,117	2,216	2,301	2,367	2,504	2,496	2,564	2,580	2,617
Total 9-12	2,436	2,505	2,542	2,615	2,800	2,912	3,115	3,225	3,367	3,476
Total K-12	8,517	8,893	9,228	9,452	9,808	10,105	10,364	10,549	10,675	10,806

**Enrollment Projections by Grade, 100% Agricultural Land Development***Full report available in Appendix B*

Grade	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
K	627	719	753	724	780	766	762	754	747	736
I	673	676	748	769	740	792	775	766	761	749
2	644	730	717	778	796	787	835	816	805	796
3	689	715	791	763	821	833	817	868	846	836
4	718	743	755	820	786	845	853	837	886	864
5	729	723	785	783	844	811	867	875	858	905
6	713	735	729	814	808	865	827	882	890	870
7	648	729	752	746	851	839	893	852	909	913
8	641	652	735	758	751	871	854	908	867	921
9	580	649	661	744	767	762	891	872	926	882
10	667	576	644	656	739	762	756	894	876	927
11	621	671	579	648	660	743	767	760	907	886
12	568	609	658	568	635	646	728	751	744	898
Total K - 5	4,079	4,306	4,548	4,638	4,766	4,834	4,909	4,916	4,903	4,886
Total 6 - 8	2,001	2,117	2,216	2,318	2,409	2,576	2,574	2,642	2,667	2,704
Total 9-12	2,436	2,505	2,542	2,615	2,800	2,912	3,141	3,277	3,454	3,592
Total K-12	8,517	8,928	9,306	9,571	9,976	10,321	10,624	10,835	11,023	11,183

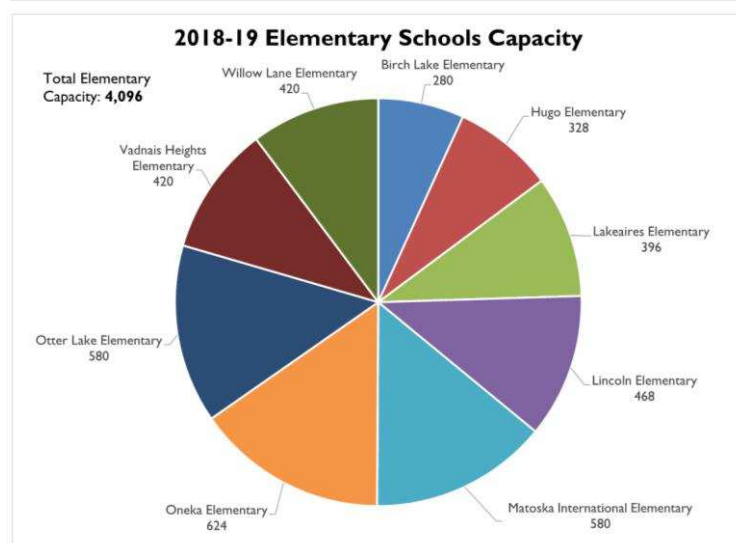
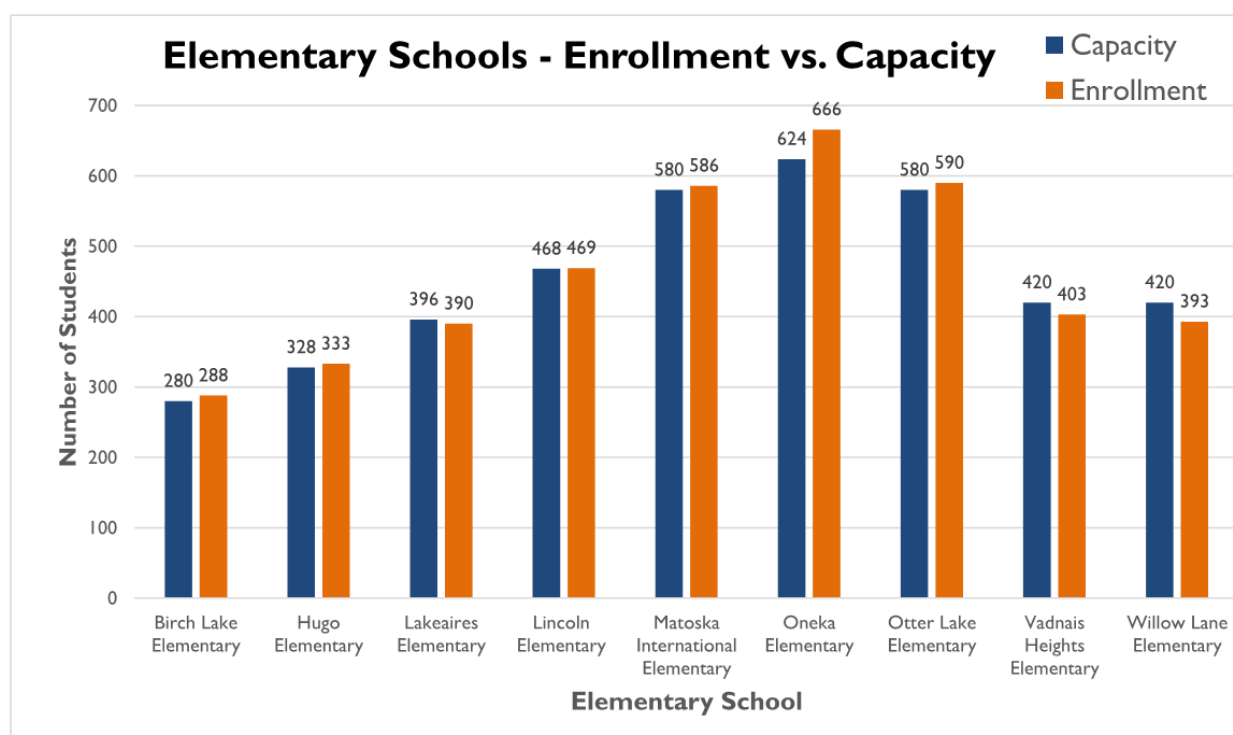


**I. The Geographic Area and Population to be Served**

- a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,
- b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

The District's current and projected enrollment was compared against the capacity of the buildings through a study conducted by Wold Architects and Engineers. A full copy of the capacity study, including detailed information by building, is available in Appendix C. The below series of graphs reflect both the current enrollment vs building capacity as well as the projected enrollment against the capacity of the facilities. The projected enrollment growth of the District will exceed the capacity of the buildings, requiring additional space. Further information on how this will be addressed is available later in the report.

**Enrollment vs Capacity – Current Enrollment**



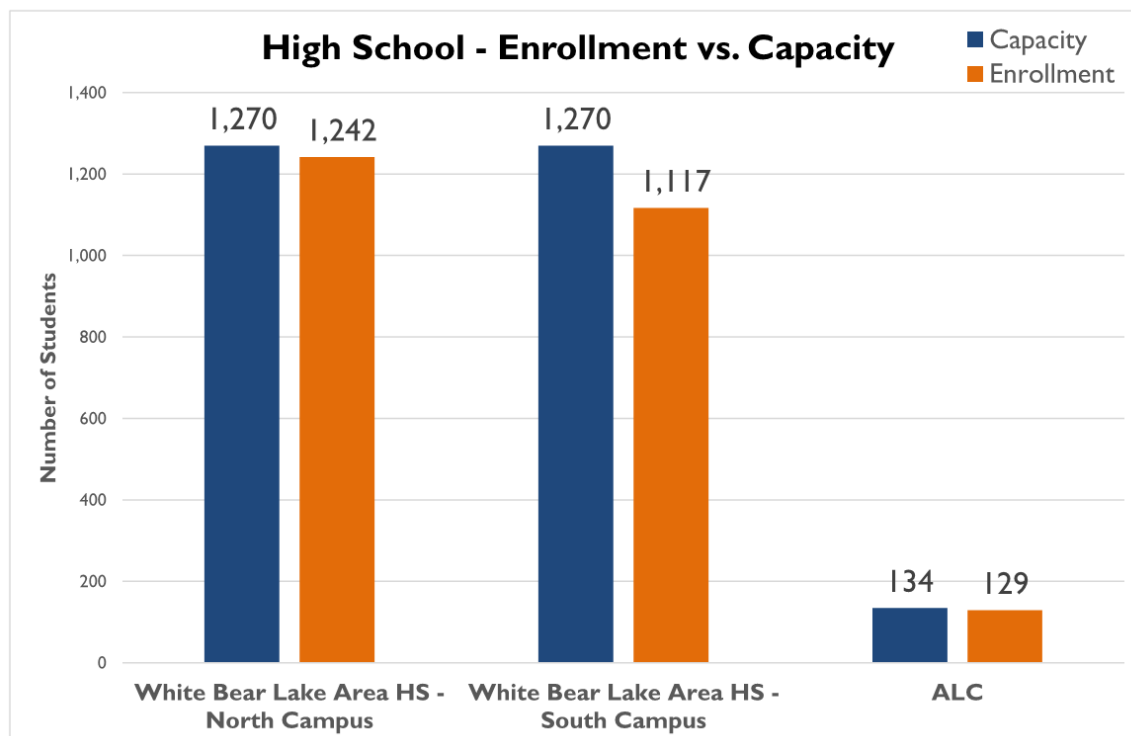
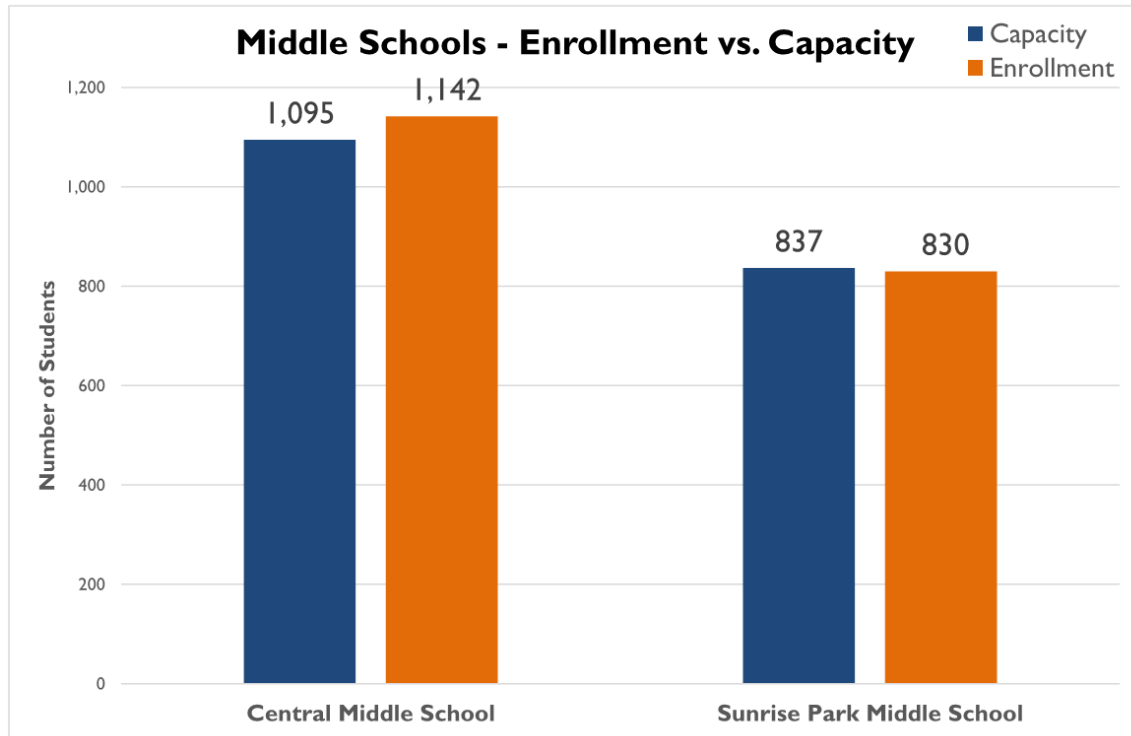
The above bar graph represents the capacity of each elementary school in blue, while the current enrollment is represented in orange. All buildings are very near to their maximum capacity or currently exceed building capacity.

The pie chart to the left reflects the total elementary capacity of the District by building.

**I. The Geographic Area and Population to be Served**

- a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,
- b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

**Enrollment vs Capacity – Current Enrollment (continued)**

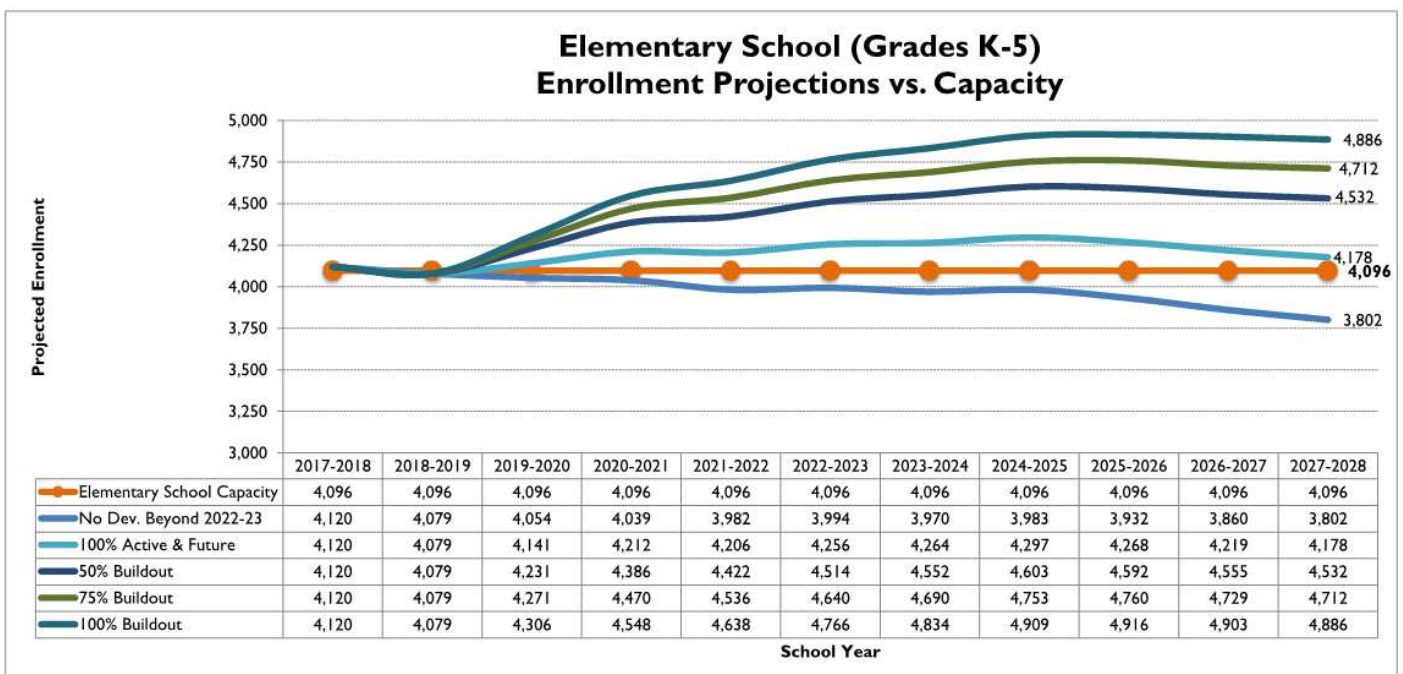
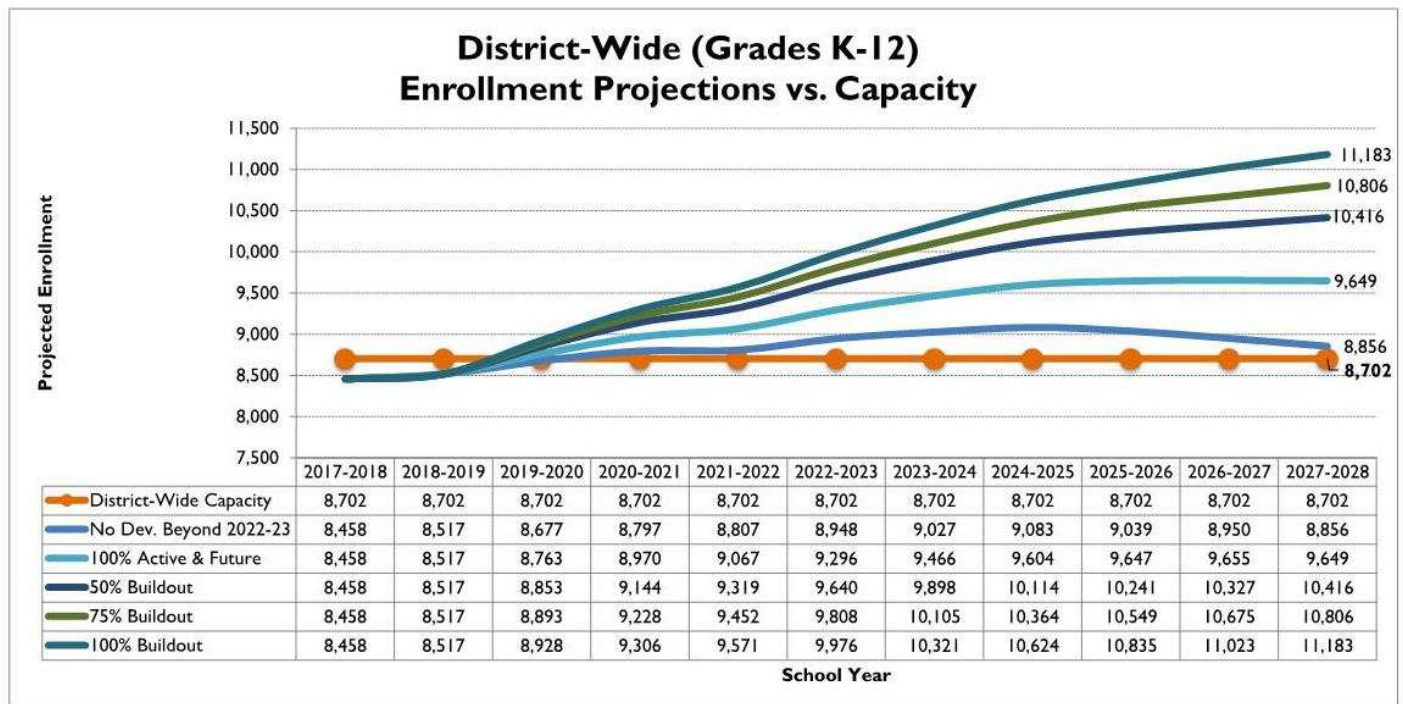


**I. The Geographic Area and Population to be Served**

- a) Preschool Through Grade 12 Student Enrollments for the Past Five Years,
- b) Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

**Enrollment vs Capacity – Projected Enrollment**

The various projected enrollment scenarios are represented on the below graphs as different colored lines, while the total capacity of the buildings is shown as an orange line.

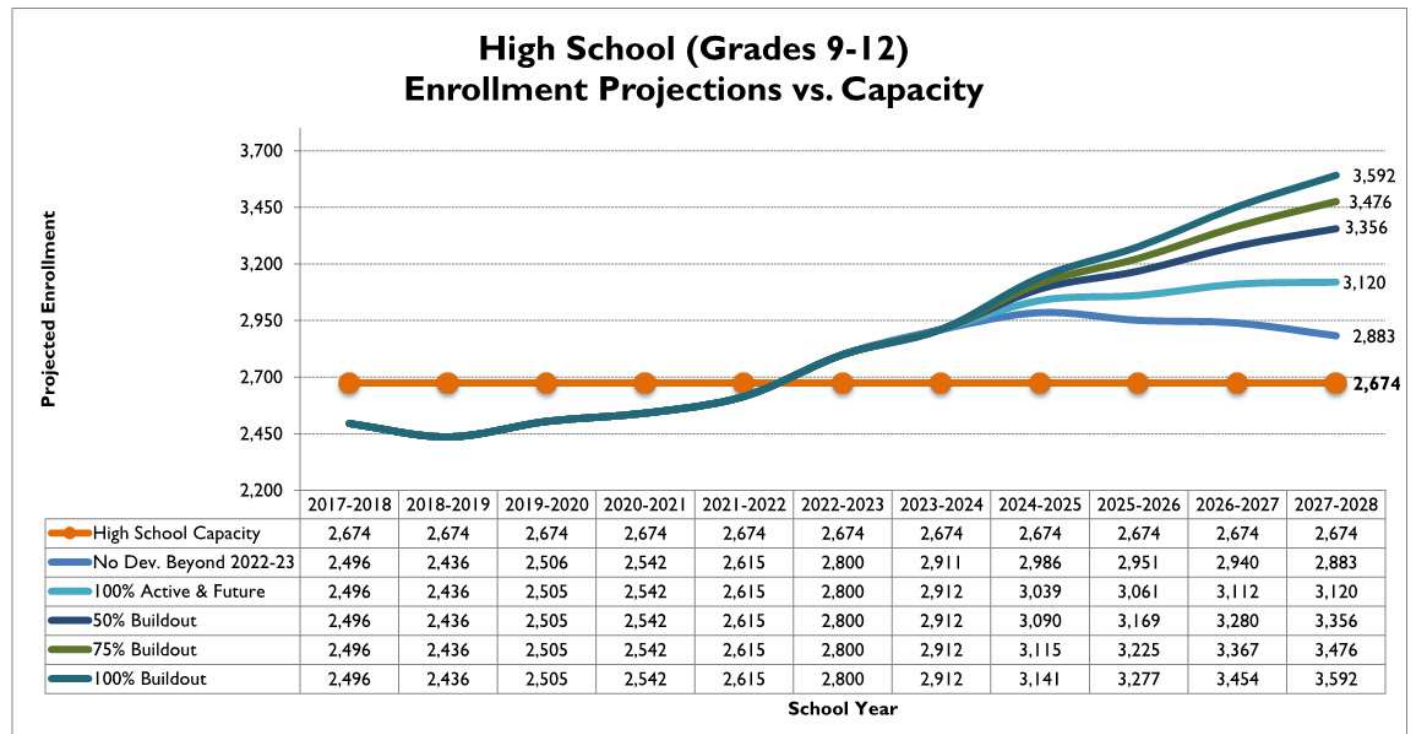
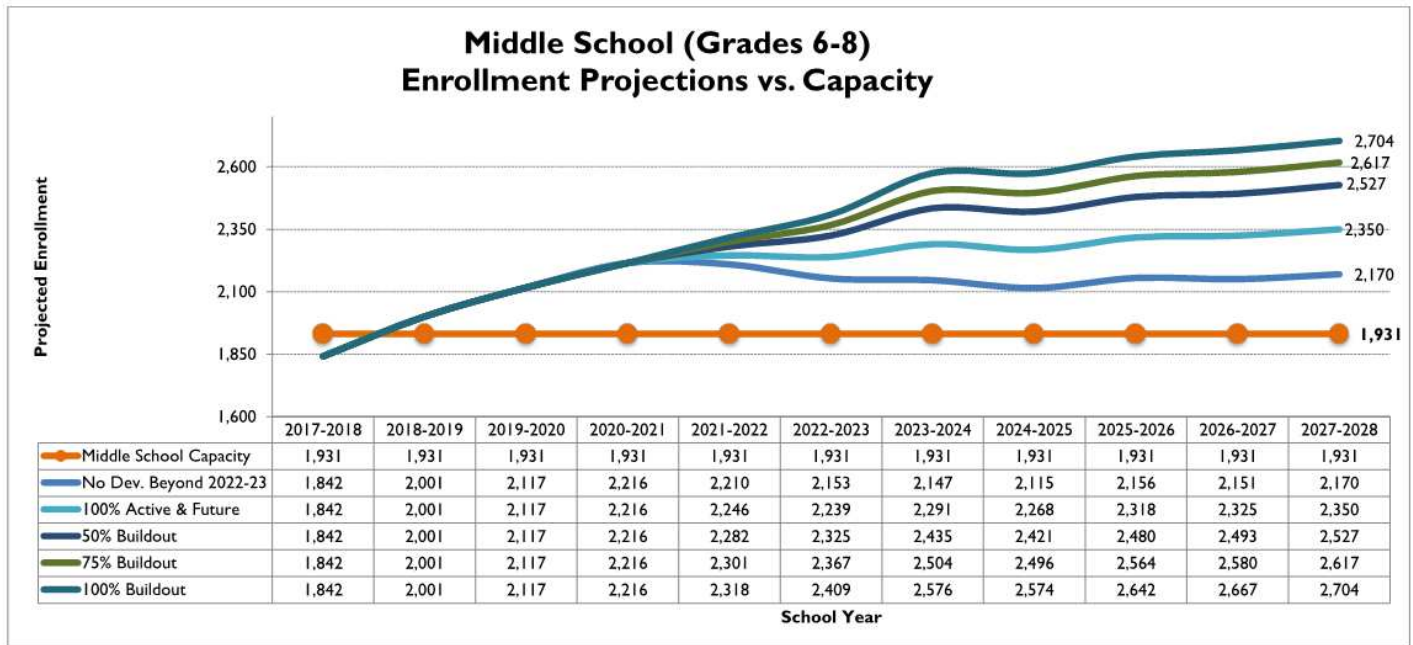


**I. The Geographic Area and Population to be Served**

- Preschool Through Grade 12 Student Enrollments for the Past Five Years,
- Current Year Student Enrollment and Student Enrollment Projections for the Next Five Years.

**Enrollment vs Capacity – Projected Enrollment (continued)**

The various projected enrollment scenarios are represented on the below graphs as different colored lines, while the total capacity of the buildings is shown as an orange line.





**2. A List of Existing School Facilities**

- a) by year constructed,
- b) their uses, and
- c) *an assessment of the extent to which alternate facilities are available within the school district boundaries and in adjacent school districts.*

**Description of Existing Facilities/Utilization**

White Bear Lake Area Schools (ISD #624) is currently operating nine (9) Elementary Schools serving grades PreK-5, two (2) Middle Schools serving grades 6-8, and one (1) High School (with two campuses) serving grades 9-12. In addition to these facilities, the District operates the Area Learning Center, Normandy Park Education Center, the District Office (attached to Central Middle School), and the Hippodrome. The District owns the Bellaire building that is leased to ISD 916, and leases space for the Transition Education Center (TEC). In total, the District operates just over 1.8 million square feet.

The table on pages 12 – 14 details all facilities owned and operated by the District, including building ages and sizes.

**Available Alternate Facilities**

The proposed facility master plan described within this report was formulated with maximum utilization of current facilities in mind. White Bear Lake Area Schools is in active discussions with property owners to find appropriate locations for both the proposed transportation facility as well as the new elementary school; it is possible that the transportation facility may utilize an existing building if appropriate. The budget in this referendum proposal takes land acquisition into account. There are no other available alternate facilities appropriate for use as a 720 student Elementary School.

**2. A List of Existing School Facilities**

- a) by year constructed,
- b) their uses, and
- c) an assessment of the extent to which alternate facilities are available within the school district boundaries and in adjacent school districts.

**ISD 624 White Bear Lake Area Schools  
List of Facilities Ages and Sizes**

<b>ELEMENTARY BUILDINGS</b>	<b>SITE ACRES</b>	<b>SQ. FT.</b>	<b>YEAR BUILT</b>
<b>Birch Lake Elementary School</b>	10.13	47,287	1966 - ORIGINAL BUILDING
1616 Birch Lake Avenue		400	1970 - ADDITION
White Bear Lake, MN 55110		8169	1994 - ADDITION
		5,925	2000 - ADDITION
<b>TOTAL</b>		<b>61,781</b>	
<b>Hugo Elementary School</b>	9.68	14,115	1961 - ORIGINAL BUILDING
14895 Francesca Ave		132	1961 - ADDITION
Hugo, MN 55038		16,468	1967 - ADDITION
		345	1995 - ADDITION
		12,860	1988 - ADDITION
		14,881	2007 - ADDITION
<b>TOTAL</b>		<b>58,801</b>	
<b>Lakeaires Elementary School</b>	8.54	65,125	1960 - ORIGINAL BUILDING
3963 Van Dyke Street		5,569	1967 - ADDITION
White Bear Lake, MN 55110		1,775	1994 - ADDITION
		14,500	2014 - ADDITION
<b>TOTAL</b>		<b>86,969</b>	
<b>Lincoln Elementary School</b>	11.07	22,091	1952 - ORIGINAL BUILDING
1961 Sixth Street		17,345	1956 - ADDITION
White Bear Lake, MN 55110		18,788	1961 - ADDITION
		1,704	1994 - ADDITION
<b>TOTAL</b>		<b>59,928</b>	
<b>Matoska Elementary School</b>	10.02	48,994	1962 - ORIGINAL BUILDING
2530 Spruce Place		100	1962 - ADDITION
White Bear Lake, MN 55110		5,879	1969 - ADDITION
		1,244	1994 - ADDITION
		3,000	2005 - ADDITION
		12,358	2013 - ADDITION
<b>TOTAL</b>		<b>71,485</b>	
<b>Oneka Elementary School</b>	42.82	119,995	2006 - ORIGINAL BUILDING
4888 Heritage Pkwy			
Hugo, MN 55038			
<b>TOTAL</b>		<b>119,995</b>	

**2. A List of Existing School Facilities**

- a) by year constructed,
- b) their uses, and
- c) an assessment of the extent to which alternate facilities are available within the school district boundaries and in adjacent school districts.

<b>Otter Lake Elementary School</b> 1401 Co. Road H2 White Bear Lake, MN 55110	41.35	104,739	1987 - ORIGINAL BUILDING
<b>TOTAL</b>		<b>104,739</b>	

<b>Vadnais Heights Elementary School</b> 3645 Centerville Road Vadnais Heights, MN 55127	16.38	17,076 12,598 6,872 32,375 335	1950 - ORIGINAL BUILDING 1955 - ADDITION 1979 - ADDITION 1987 - ADDITION 2012 - ADDITION
<b>TOTAL</b>		<b>69,256</b>	

<b>Willow Lane Elementary</b> 3375 Willow Avenue White Bear, MN 55110	14.09	70,523 100 1,600 14,500	1965 - ORIGINAL BUILDING 1965 - ADDITION 1994 - ADDITION 2014 - ADDITION
<b>TOTAL</b>		<b>86,723</b>	

<b>SECONDARY BUILDINGS</b>	<b>SITE ACRES</b>	<b>SQ. FT.</b>	<b>YEAR BUILT</b>
<b>Sunrise Park Middle School</b> 2399 Cedar Avenue White Bear Lake, MN 55110	23.14	110,570 768 15,641	1959 - ORIGINAL BUILDING 1961 - ADDITION 1994 - ADDITION
<b>TOTAL</b>		<b>126,979</b>	

<b>Central Middle School</b> 4857 Bloom Avenue White Bear Lake, MN 55110	28.99*	75,440* 10,099 18,700 12,580 89,127 58,000 2,440	1918 - ORIGINAL BUILDING 1924 - ADDITION 1928 - ADDITION 1935 - ADDITION 1953 - ADDITION 1998 - ADDITION 2005 - ADDITION
<b>TOTAL</b>		<b>204,765</b>	<i>Does not incl. District Office</i>

<b>White Bear Lake Area High School</b> <b>North Campus</b> 5045 Division Ave White Bear Lake, MN 55110	37.28	230,361 6,477 20,605 13,063 717 6,400 3,282	1963 - ORIGINAL BUILDING 1965 - ADDITION 1966 - ADDITION 1994 - ADDITION 1995 - ADDITION 1998 - ADDITION 1999 - ADDITION
<b>TOTAL</b>		<b>280,905</b>	

**2. A List of Existing School Facilities**

- a) by year constructed,
- b) their uses, and
- c) an assessment of the extent to which alternate facilities are available within the school district boundaries and in adjacent school districts.

<b>White Bear Lake Area High School</b>	49	228,020	1971 - ORIGINAL BUILDING
<b>South Campus</b>		34,859	1987 - ADDITION
3551 McKnight Road		14,000	1995 - ADDITION
White Bear Lake, MN 55110		7,074	2005 - ADDITION
		6,000	2008 - ADDITION

**TOTAL            289,953**

<b>WBL Area Learning Center</b>	10.22	45,235	1964 - ORIGINAL BUILDING
2449 Orchard Lane		1,537	1994 - ADDITION
White Bear Lake, MN 55110			

**TOTAL            46,872**

<b>OTHER FACILITIES</b>	<b>SITE ACRES</b>	<b>SQ. FT.</b>	<b>YEAR BUILT</b>
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<b>Normandy Park Education Center</b>	3.94	31,389	1960 – ORIGINAL BUILDING
2482 East County Road F			
White Bear Lake, MN 55110			

**TOTAL            31,389**

<b>Transition Education Center</b>	<i>n/a</i>	<i>n/a</i>	<i>n/a – leased space</i>
13497 Fenway Blvd Ct N			
Hugo, MN 55038			

**TOTAL            n/a**

<b>District Office</b>			
4855 Bloom Avenue	<i>Incl. above with</i>	75,440*	1918 - ORIGINAL BUILDING
White Bear Lake, MN 55110	<i>Central MS</i>		

**TOTAL            75,440**

<b>Hippodrome</b>	<i>Incl. above with</i>	19,179	1928 – ORIGINAL BUILDING
4855 Bloom Avenue	<i>Central MS</i>	580	1994 - ADDITION
White Bear Lake, MN 55110		2,536	2000 - ADDITION

**TOTAL            22,295**

<b>Bellaire (not used by ISD624)</b>		37,825	1956 – ORIGINAL BUILDING
2450 East County Road F		15,611	1957 - ADDITION
White Bear Lake, MN 55110		1,997	1970 - ADDITION

**TOTAL            55,433**

**DISTRICT TOTALS**

**TOTAL            1,839,889**

**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need*
- b) Process Used to Determine Deficiencies*
- c) List of How Deficiencies will be Addressed*
- d) Specific Benefits to Students, Teachers and Community*

**Process Used to Determine Deficiencies**

The facilities planning process began as a result of the District's updated Strategic Plan (available in Appendix A), increasing enrollment, safety and security considerations, aging facilities and deferred maintenance needs, and the future of educational programming. The Facility Planning Committee was established in October 2018 by White Bear Lake Area Schools to study the District's facilities and develop a comprehensive, long-range Facilities Master Plan for recommendation to the School Board. The facilities study and resulting recommendation is based on capacity, current enrollment, projected enrollment, educational needs of the School District, alignment with the District's Strategic Vision, community recreation, special programs, school security, and financial stewardship. The Committee, including over 90 staff, parents, students, and community members, was charged with developing a comprehensive long-range Facilities Master Plan that will:

- Best serve the School District's educational goals
- Be financially attainable and sustainable
- Reflect the values and priorities of the communities of White Bear Lake Area Schools
- Accommodate the District's PreK-12 enrollment and other programs
- Cover anticipated needs for the next 10 years, as well as recognize major issues beyond 10 years
- Be consistent with the School District's Strategic Vision
- Recommend optimal use of facilities, accommodate projected enrollment and support educational delivery along with the rationale for the recommendations

The Facility Planning Committee analyzed data to understand capacity, educational programming, maintenance, and security needs and recommend priorities to the District. Their recommendation reflects optimal use of the District's facilities and takes into consideration both capital and operational costs.

In addition to several entire Committee meetings, the Committee broke into three study committees to review certain topics in more detail. These study committee meetings met several times in November and December 2018 and shared their findings with the entire Committee in January 2019. The Options subcommittee studied a variety of potential solutions to the identified needs, which were discussed at the March 20 and April 4 meetings.

**Learning Spaces Committee:**

- Technology & Education
- Educational Programming Goals
- Building Equity, Modernization & Branding
- Grade Configuration
- Alignment with Strategic Vision

**Community Spaces Committee:**

- Athletics & Performance Spaces
- Community Partnerships
- Activities & Community

**Physical Conditions Committee:**

- Site Design
- Building Condition
- Capacity, Enrollment, & Grade Configuration
- Efficient Operations

**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need*
- b) Process Used to Determine Deficiencies*
- c) List of How Deficiencies will be Addressed*
- d) Specific Benefits to Students, Teachers and Community*

**Facility Planning Committee Meeting Schedule / Timeline**

The Facility Planning Committee met many times between October 2018 and April 2019 to review information related to District facilities and discuss potential solutions and available funding sources. Their meeting schedule is listed below. A mid-process update was provided to the Board in January 2019 and the full recommendation was given to the Board in late April 2019.

**Entire Committee Meeting #1:** Tuesday, October 9, 2018 from 6:30 p.m. – 9:00 p.m.

**Entire Committee Meeting #2:** Tuesday, October 23, 2018 from 6:30 p.m. – 9:00 p.m.

<b>Learning Spaces Committee Meeting #3:</b> November 8, 2018 from 6:00 p.m. – 8:00 p.m.	<b>Community Spaces Committee Meeting #3:</b> November 7, 2018 from 7:30 p.m. – 9:00 p.m.	<b>Physical Conditions Committee Meeting #3:</b> November 7, 2018 from 5:45 p.m. – 7:15 p.m.
<b>Learning Spaces Committee Meeting #4:</b> November 29, 2018 from 6:00 p.m. – 8:00 p.m.	<b>Community Spaces Committee Meeting #4:</b> November 28, 2018 from 5:45 p.m. – 7:15 p.m.	<b>Physical Conditions Committee Meeting #4:</b> November 28, 2018 from 7:30 p.m. – 9:00 p.m.
<b>Learning Spaces Committee Meeting #5:</b> December 6, 2018 from 6:00 p.m. – 8:00 p.m.	<b>Community Spaces Committee Meeting #5:</b> December 5, 2018 from 7:30 p.m. – 9:00 p.m.	<b>Physical Conditions Committee Meeting #5:</b> December 5, 2018 from 5:45 p.m. – 7:15 p.m.
<b>Learning Spaces Committee Meeting #6:</b> December 20, 2018 from 6:00 p.m. – 8:00 p.m.	<b>Community Spaces Committee Meeting #6:</b> December 19, 2018 from 5:45 p.m. – 7:15 p.m.	<b>Physical Conditions Committee Meeting #6:</b> December 19, 2018 from 7:30 p.m. – 9:00 p.m.

**Entire Committee Meeting #7:** January 16, 2019 from 6:30 p.m. – 9:00 p.m.

**Present Needs Findings to School Board:** January 28, 2019 (Board Meeting)

**Entire Committee Meeting #8:** February 6, 2019 from 6:30 p.m. – 9:00 p.m.

<b>Options Subcommittee Meeting #1:</b> February 13, 2019 from 6:00 – 9:00 p.m.	<b>Options Subcommittee Meeting #2:</b> February 26, 2019 from 6:00 – 9:00 p.m.	<b>Options Subcommittee Meeting #3:</b> March 7, 2019 from 6:00 – 9:00 p.m.
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**Entire Committee Meeting #9:** March 20, 2019 from 6:30 – 9:00 p.m.

**Entire Committee Meeting #10:** April 4, 2019 from 6:30 – 9:00 p.m.

**Committee Recommendation to the Board:** Monday, April 22, 2019 (Work Study Meeting)

**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need*
- b) Process Used to Determine Deficiencies*
- c) List of How Deficiencies will be Addressed*
- d) Specific Benefits to Students, Teachers and Community*

**Facility Planning Committee Information Reviewed and Resources**

Throughout the course of their meetings, the Committee reviewed and discussed the following information:

- Facilities Information (found on pages 12-14)
  - The Committee reviewed information about the age and square footage of all the District's facilities, including site acreage.
- District Strategic Plan (Appendix A):
  - The Committee began their work with an overview of the District's updated Strategic Plan, including objectives and strategies that relate to alignment between the Plan and the District's facilities. A one page summary of the Strategic Plan is available in Appendix A.
- Enrollment Projections (Appendix B):
  - The Committee reviewed the projected enrollment information for both the next 5 and 10 years prepared by TeamWorks International as described and represented on pages 2-5 of this report. The study found that the District's enrollment is projected to increase by 2,228 students over the next 10 years (assuming 75% buildout of agricultural land). At the time of a full build out of the District, enrollment is projected to exceed 11,000 students. This was compared against the capacity of the buildings in the District. A full copy of the study is available in Appendix B.
- District-wide Capacity Analysis (Appendix C):
  - In collaboration with District administration and staff, Wold Architects and Engineers studied the capacity of the District's buildings based on current utilization and compared that information with current and projected enrollment. The full report is available in Appendix C.
    - Findings:
      - The District is projected to grow beyond the capacity of the buildings at all grade levels.
      - Total District Capacity: 8,702 students
        - 2018-19 enrollment: 8,578 students
        - 2027-28 projections\*: 10,806 students
      - Total Elementary School Capacity: 4,096 students
        - 2018-19 enrollment: 4,118 students
        - 2027-28 projections\*: 4,712 students
      - Total Middle School Capacity: 1,931 students
        - 2018-19 enrollment: 1,972 students
        - 2027-28 projections\*: 2,617 students
      - Total High School Capacity: 2,674 students
        - 2018-19 enrollment: 2,488 students
        - 2027-28 projections\*: 3,476 students

\*per enrollment study found in Appendix B

**3. A List of the Specific Deficiencies of the Facilities**

- a) Demonstrating Need*
- b) Process Used to Determine Deficiencies*
- c) List of How Deficiencies will be Addressed*
- d) Specific Benefits to Students, Teachers and Community*

- Facility Analysis (Appendix D):

- A facility analysis of all buildings owned by ISD 624 was completed by Wold Architects and Engineers to investigate physical conditions and deficiencies. The information documented was gathered primarily through field observation and evaluation of existing documentation. This was supplemented by discussion with School District personnel. The study includes categorization and prioritization of each issue documented, along with a budget (based on current market conditions and inflationary rates). The full study, detailed by building, is available in Appendix D. Summary findings:
  - Some systems at Elementary Schools have had recent investments
  - Middle School / High Schools have greatest building system needs as most are original, 48-60 years old
  - Accessibility could be improved throughout all buildings
  - Roofing and windows have been replaced at several buildings, although several locations remain

- Activities, Athletics and Fine Arts (Appendix E):

- The Committee reviewed information related to programming and available facilities for activities, athletics and fine arts. Inadequate space has led to significant pressure on available facilities which is anticipated to increase with the projected enrollment growth. A summary of the findings is available in Appendix E.

- Comparison to Peer Districts (Appendix F):

- The Committee requested information that compared ISD 624 to peer Districts, including High School enrollment and available activities, athletics and fine arts space. Charts and graphs portraying this information are available in Appendix F.

- 2018 Residential Survey (Appendix G):

- A scientific phone survey was conducted through the Morris-Leatherman company to gather information from the community as a whole regarding perceptions of the District and to understand priorities related to District needs. Results from this survey were presented to the Committee; a copy of the results are available in Appendix G.

- High School Alignment (Appendix H):

- Information regarding the history of the District's high school configuration (split campus) was presented, including graduating class size over time and perceptions from students and staff today. This presentation is available in Appendix H.

- Early Learning (Appendix I):

- The Committee learned about the District's early childhood programming and current space constraints, which are anticipated to increase with the projected enrollment growth of the District. Recommendations for two locations in the District for operational efficiency and to provide adequate space for current and anticipated program were provided to the Committee. A presentation regarding these programs is available in Appendix I.



**3. A List of the Specific Deficiencies of the Facilities**

- a) *Demonstrating Need*
- b) *Process Used to Determine Deficiencies*
- c) *List of How Deficiencies will be Addressed*
- d) *Specific Benefits to Students, Teachers and Community*

In addition to the above information analyzed by the Committee, other discussions included:

- An overview of school finance, including available funding mechanisms by project type
- Safety & security best practices, including site safety and recommended improvements in security technology and to create secure vestibules directly connected to the main office
- Trends in educational facility design, including a variety of solutions for modernizing learning space district-wide

**Facility Planning Committee Findings and Needs Statements and Options Development**

The Facility Planning Committee spent late 2018 developing findings and needs statements summarizing the above information for the District's facilities; they are available in Appendix J. These were presented at the January 28, 2019 Board Meeting.

The Committee then spent February and March 2019 developing potential solutions to address the identified needs. A subcommittee of the full Committee spent additional time vetting details, reviewing cost estimates, and identifying pros and cons of each option for the entire Committee to review at their March 20 and April 4 meetings. The full Committee through the consensus process eliminated several options and spent additional time discussing and comparing three options in further detail:

- Secondary Option 1: One HS on a New Site
- Secondary Option 2: One HS on North Campus (use NC)
- Secondary Option 6: New HS on North / Central Site

Considerations by the Committee when selecting a facility master plan to recommend to the School Board included community survey results, cost and tax impact, phasing, available land and site sizes, and ability to address needs District-wide. After discussion, the Committee selected the master plan titled "Option 2" for recommendation to the School Board at their April 22, 2019 Work Study meeting.

This option would create a comprehensive grades 9-12 High School facility by expanding and renovating the North Campus High School facility. The option also calls for a new Elementary School and facility improvements across the District.

**3. A List of the Specific Deficiencies of the Facilities**

- a) *Demonstrating Need*
- b) *Process Used to Determine Deficiencies*
- c) *List of How Deficiencies will be Addressed*
- d) *Specific Benefits to Students, Teachers and Community*

**Facility Planning Committee Recommendation Summary**

After reviewing the available information, discussion, and development of more than 10 potential options to address the identified needs, the Facility Planning Committee recommended the following facilities master plan to the Board:

- District-wide additions and renovations to accommodate projected enrollment growth
  - A new K-5 elementary school in Hugo
  - Sunrise Park Middle School moving to the current South Campus location
  - Central Middle School expanding to take over the current District Center building
  - Additions and renovations at North Campus to create a single 9-12 high school building for 3,200 students
  - Oneka Elementary becoming a K-5 elementary and Hugo Elementary becoming a northern Early Childhood location
- Safety and security improvements at all facilities, including cameras, visitor access/control and secure vestibules
- Renovate current Sunrise Park Middle School into a District Center to house Senior Center and Early Childhood programs currently housed at Normandy Park, the Transition Education Center (currently located in leased space in Hugo), and the District Office
- District-wide classroom and media center updates to create flexible learning spaces
- Relocate transportation / maintenance operations to a new facility (to create space at North Campus / Central Middle school site)

**Specific Deficiencies to be Addressed**

The proposed referendum will address all high-priority needs identified by the Facility Planning Committee including:

- Increased learning space to accommodate projected growth via additions, renovations, and a new Elementary School
- Safety and security improvements District-wide
- Flexible learning space changes District-wide, including new furniture and media center renovations

**Specific Benefits to Students, Teachers and Community**

The proposed referendum will address capacity, safety and security, program needs, and learning spaces for all students, staff, and community members throughout the District.

**4. A Description of the Project including:**

- a) *Site and Outdoor Acreage*
- b) *Square Footage Allocations*
- c) *Estimated Expenditures*
- d) *Schedule*

**Site and Outdoor Acreage**

The District is in active discussions with property owners to find suitable locations for both the new Elementary School as well as the Transportation / Maintenance facility. The budgets in the referendum proposal include land acquisition cost estimates.

The District has studied the proposed addition at North Campus and has concluded that the project can be successfully executed without expanding the site size. North Campus and Central Middle School are on the same campus that totals approximately 65 acres. Additional space would be advantageous and the District may be interested in working with neighboring homeowners to work out amicable arrangements to purchase homes as they become available and would expect to pay fair value at this time. The School Board is not interested in exercising eminent domain. The budgets in the referendum proposal includes allowances for land acquisition.

**Square Footage Allocations**

Square footage allocations were developed through discussions with District administration and with building principals that are based on the needs at each site. Program and capacity additions were sized using District standards for classroom and support spaces, including space for circulation, etc. Square footages by building are available on the following page, along with budget information.

The new elementary school size was determined through two processes:

- Minnesota Department of Education School Construction Guidelines (135 SF/Student)
  - $720 \text{ students} \times 135 \text{ SF/student} = 97,200 \text{ SF}$
- After using MDE guidelines as an initial recommendation, a full space summary was developed in collaboration with District administration and staff. While it is a draft at this time, the full space summary is available in Appendix L. This generated a total gross size of 101,000 SF, taking into account expectations to support intended programming, scheduling, and District standards for mechanical and electrical systems.
- The new elementary school project was budgeted assuming 101,000 SF.

The addition to North Campus was also determined through two processes:

- Minnesota Department of Education School Construction Guidelines (195 SF/Student)
  - $1,930 \text{ students} \times 195 \text{ SF/student} = 376,350 \text{ SF}$
- After using MDE guidelines as an initial recommendation, a full space summary was developed in collaboration with District administration and staff. While it is a draft at this time, the full space summary is available in Appendix M. This generated a total gross size of 375,000 SF, taking into account expectations to support intended programming and District standards for mechanical and electrical systems.
- The North Campus addition was budgeted assuming 375,000 SF.

**4. A Description of the Project including:**

- a) *Site and Outdoor Acreage*
- b) *Square Footage Allocations*
- c) *Estimated Expenditures*
- d) *Schedule*

**Estimated Expenditures – Elementary Buildings**

The below table provides an overview of scope by building as well as the estimated project budget. A detailed budget spreadsheet for the entire proposed referendum is available in Appendix N. These budgets reflect total project costs and anticipated inflation based on the phasing plan.

<b>Elementary School</b>	<b>Proposed Scope</b>	<b>Project Budget</b>
<b>Birch Lake Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 420 (1,350 SF addition)</li> <li>• <b>Program Needs:</b> Add extended day office, conference room (1,050 SF addition)</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$2,763,103
<b>Hugo Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> Early Childhood (North Center)</li> <li>• <b>Program Needs:</b> N/A</li> </ul>	\$74,939
<b>Lakeaires Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 420 (convert one room)</li> <li>• <b>Program Needs:</b> Add freezer and orchestra room (2,370 SF addition)</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$2,800,362
<b>Lincoln Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 468 (no change)</li> <li>• <b>Program Needs:</b> Add full size gymnasium, conference room, extended day office, and cooler; move parking (for addition) (11,520 SF addition)</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$7,951,112
<b>Matoska International</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 580 (no addition needed)</li> <li>• <b>Program Needs:</b> Add freezer, specialist room, extended day office, EL room (3,270 SF addition)</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$3,407,620

**4. A Description of the Project including:**

- e) *Site and Outdoor Acreage*
- f) *Square Footage Allocations*
- g) *Estimated Expenditures*
- h) *Schedule*

**Estimated Expenditures (continued) – Elementary Buildings**

<b>Elementary School</b>	<b>Proposed Scope</b>	<b>Project Budget</b>
<b>Oneka Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 720 (9,300 SF addition)</li> <li>• <b>Program Needs:</b> N/A</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$5,665,527
<b>Otter Lake Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 720 (13,020 SF addition)</li> <li>• <b>Program Needs:</b> None</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$8,532,823
<b>Vadnais Heights Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> K-5</li> <li>• <b>Capacity:</b> 420 (no change)</li> <li>• <b>Program Needs</b> Add freezer, extended day office, orchestra room (900 SF addition)</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$1,985,302
<b>Willow Lane Elementary</b>	<ul style="list-style-type: none"> <li>• <b>Grade Configuration:</b> PreK-5</li> <li>• <b>Capacity:</b> 420 (no change)</li> <li>• <b>Program Needs</b> Add freezer and orchestra room (1,170 SF addition)</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$2,012,755
<b>New Elementary School</b>	<ul style="list-style-type: none"> <li>• <b>New Elementary School for 720 Students (new site)</b></li> </ul>	\$43,146,613

\*budget for new classroom and media center furniture included in District-wide line item on page 24

**4. A Description of the Project including:**

- i) Site and Outdoor Acreage
- j) Square Footage Allocations
- k) Estimated Expenditures
- l) Schedule

**Estimated Expenditures (continued) – Secondary Buildings**

<b>Secondary School</b>	<b>Proposed Scope</b>	<b>Project Budget</b>
<b>Central Middle School</b>	<ul style="list-style-type: none"> <li>• <b>CMS to expand into District Office via renovation</b></li> <li>• <b>Program Needs:</b> N/A</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> </ul>	\$3,716,967
<b>High School, North Campus</b>	<ul style="list-style-type: none"> <li>• <b>Becomes 9-12 High School</b> (375,000 SF capacity addition, plus renovation)</li> <li>• <b>Program Needs:</b> Addressed via addition</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$179,436,725
<b>High School, South Campus</b>	<ul style="list-style-type: none"> <li>• <b>Becomes 6-8 Middle School</b> (capacity renovation/addition)</li> <li>• <b>Program Needs:</b> Add gym (10,200 SF addition), security renovations</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> <li>• <b>Media Center:</b> Remodel media center</li> </ul>	\$13,181,388
<b>Area Learning Center</b>	<ul style="list-style-type: none"> <li>• <b>Capacity:</b> 200 (no addition)</li> <li>• <b>Program Needs:</b> Kitchen improvements, renovations to create secure vestibule</li> <li>• <b>Furniture:</b> New classrooms / media furniture*</li> </ul>	\$907,805

\*budget for new classroom and media center furniture included in District-wide line item on page 24

**Estimated Expenditures (continued) – Other Buildings**

<b>Building</b>	<b>Proposed Scope</b>	<b>Project Budget</b>
<b>Sunrise Park</b>	<ul style="list-style-type: none"> <li>• Renovate into Early Childhood / District Office / Senior Center, TEC</li> </ul>	\$17,071,255
<b>Transportation / Maintenance Facility</b>	<ul style="list-style-type: none"> <li>• New Bus Storage / Maintenance Facility (new site)</li> </ul>	\$8,645,089
<b>Classroom and Media Center Furniture</b>	<ul style="list-style-type: none"> <li>• New classroom / media center furniture District-wide</li> </ul>	\$13,625,825
<b>Security Improvements</b>	<ul style="list-style-type: none"> <li>• Security technology improvements at all facilities, including cameras, visitor management and access control</li> </ul>	\$5,071,500

**4. A Description of the Project including:**

- m) Site and Outdoor Acreage
- n) Square Footage Allocations
- o) Estimated Expenditures
- p) Schedule

**Estimated Expenditures - Summary**

<b>Facility</b>	<b>Project Budget</b>
Birch Lake Elementary	\$2,763,103
Hugo Elementary	\$74,939
Lakeaires Elementary	\$2,800,362
Lincoln Elementary	\$7,951,112
Matoska International	\$3,407,620
Oneka Elementary	\$5,665,527
Otter Lake Elementary	\$8,532,823
Vadnais Heights Elementary	\$1,985,302
Willow Lane Elementary	\$2,012,755
New Elementary School	\$43,146,613
Central Middle School	\$3,716,967
High School, North Campus	\$179,436,725
High School, South Campus	\$13,181,388
Area Learning Center	\$907,805
Sunrise Park District Center	\$17,071,255
Transportation / Maintenance Facility	\$8,645,089
District-wide Classroom and Media Center Furniture	\$13,625,825
District-wide Security Improvements	\$5,071,500
Budget for Land Acquisition	\$6,000,000
<b>Total</b>	<b>\$326,000,000</b>

**Note: All estimates are Project Costs and include fees, testing, permits, contingency, etc.**

**Note: It is anticipated by the School Board that any surplus from the above noted projects (if any) will be used for yet unidentified deferred maintenance, capital expenditures for technology and/or equipment, or space expansion or other betterment of school facilities.**

**4. A Description of the Project including:**

- a) *Site and Outdoor Acreage*
- b) *Square Footage Allocations*
- c) *Estimated Expenditures*
- d) *Schedule*

**Estimated Operational Expenditures**

The proposed projects call for additional square footage in the form of a new Elementary School, a new Transportation/Maintenance facility, and additions at facilities District-wide. The District has studied utilities and cleaning costs across their facilities and on average have found that \$3.00/SF is an appropriate budget.

Total proposed additional square feet: 530,320 square feet x \$3.00/SF for utilities and cleaning = \$1,590,960.

Operational costs of the new Elementary School related to staffing will be offset by the transformation of Hugo ES into an Early Childhood Center, which will no longer require the administration or K-1 staffing. Revenue from additional projected students will support any additional teaching staff. The District no longer intends to own/operate the current transportation & maintenance facility, which will offset some of the operating costs for the new facility. Additionally, the District no longer intends to lease the space currently used by the TEC.

**Preliminary Schedule**

The District has studied the phasing of the proposed projects and an outline is included below. A detailed phasing plan showing intended year of occupancy by building is available in Appendix K.

Review and Comment Submittal to MDE	July 16, 2019
Review and Comment MDE Review	July 2019 – September 2019
Referendum	November 5, 2019
New ES Design	December 2019 – August 2020
New ES Construction	September 2020 – May 2022
New ES Occupancy	Fall 2022
North Campus Design	December 2019 – November 2020
North Campus Construction	March 2021 – August 2023
North Campus Occupancy	Fall 2023
Program Improvements Phase I Design	December 2019 – March 2020
Program Improvements Phase I Construction	May 2020 – December 2020
Program Improvements Phase II Design	March 2020 – November 2020
Program Improvements Phase II Construction	May 2021 – December 2021



**5. A Specification of the Source of Project Financing including:**

- a) *Applicable Statutory Citations*
- b) *Scheduled Date and Required Notice*
- c) *Schedule of Bond Payments*
- d) *Property Tax Input*

**Availability and Manner of Financing**

White Bear Lake Public Schools, ISD #624 proposes to obtain financing for a building project from the sale of General Obligation bonds. The School District would seek voter approval of a single ballot question on Tuesday, November 5, 2019, pursuant to Minnesota Statutes Chapter 475 which, if approved, would result in \$326,000,000 of bond issuance, portions of which are tentatively scheduled for 2020, 2022 and 2024. Included in the future debt plan are future facilities maintenance bonds totaling \$50 million, which are included in the debt plan in order to assist in long term tax rate planning. For the voter approved bonds, costs of issuance and underwriter's discount are estimated at a total for all three projected issues of \$3,227,723. The difference between the amount requested to be authorized by the voters (plus estimated interest earnings in the construction fund of \$3,227,723) and estimated costs of issuing this debt equals \$326,000,000, which, in combination with the \$50 million in facilities maintenance bond proceeds, will provide the funds needed by the District for the construction projects identified here.

Ehlers has prepared the following schedules which have been included in the **Appendix** of this document:

- 1) Estimated sources and uses of funds for the proposed bond issue
- 2) Estimated debt payment structures for the anticipated bond issues (including both the voter approved bond and the plan for a future \$50 million facilities maintenance bond), including estimated annual debt service property tax levies after accounting for the 105% levy requirement
- 3) An analysis of the estimated tax impact of total project cost on various values of homestead residential, commercial, and apartment properties for the proposed bond issue

<b><i>Note: The following information has been prepared by Ehlers.</i></b>
--

**5. A Specification of the Source of Project Financing (continued):****Attachment I: Sources and Uses of Funds****PRELIMINARY ESTIMATES - FOR REVIEW AND COMMENT****White Bear Lake, ISD 624**

Estimated Sources and Uses of Funds - Proposed School Building Bond

June 19, 2019

<b>Bond Amount</b>	<b>\$326,000,000</b>
<b>Sources of Funds</b>	
Par Amount	\$326,000,000
Estimated Investment Earnings *	3,227,723
Total Sources	\$329,227,723
<b>Uses of Funds</b>	
Estimated Underwriter's Discount	\$2,282,000
Estimated Legal and Fiscal Costs **	945,723
<b>Net Funds Available for Project Costs</b>	<b>326,000,000</b>
Total Uses	\$329,227,723
<b>Estimated Deposit to Construction Fund</b>	<b>\$322,772,277</b>

\* Estimated investment earnings are based on an average interest rate of 1.00% and an average life of 12 months.

\*\* Includes fees for municipal advisor, bond counsel, rating agency, paying agent, and county certificates.

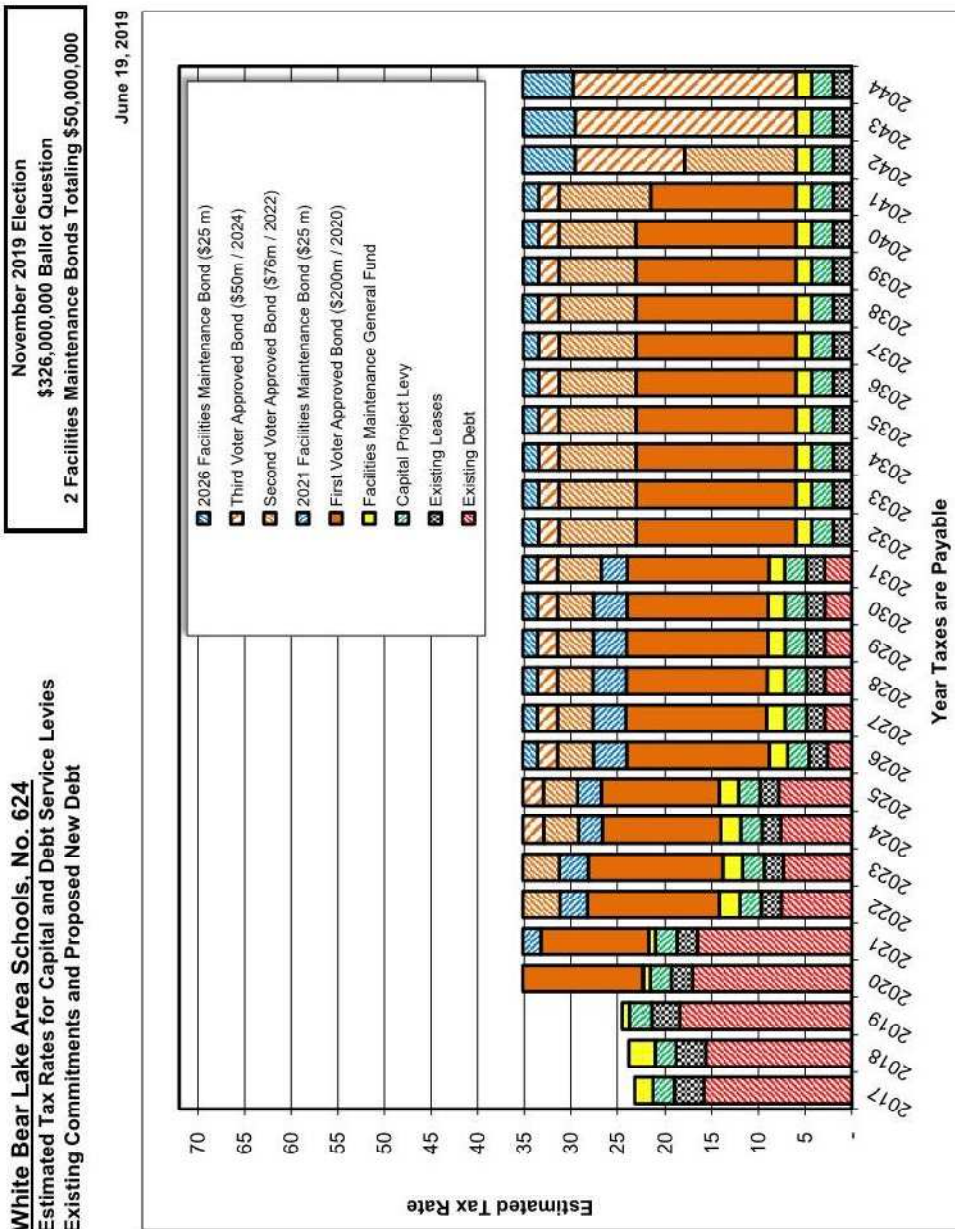
## Attachment 2: Debt Service Schedule

1. Tax capacity values for those available in 2017, 2018 and 2019 are the actual final outputs. Estimates for future years are based on the percentage changes as shown above.

5. A Specification of the Source of Project Financing (continued):

Attachment 3: Tax Impact

PRELIMINARY INFORMATION - FOR REVIEW AND COMMENT





**5. A Specification of the Source of Project Financing (continued):****Attachment 3: Tax Impact****PRELIMINARY INFORMATION - FOR REVIEW AND COMMENT****White Bear Lake Area Schools, No. 624****Analysis of Tax Impact for School Building Bond Issue****November 5, 2019 Election**

June 19, 2019

Bond / Election Issue Total		\$326,000,000	
Type of Property	Estimated Market Value	Estimated Tax Impact*	
		Annual	Monthly
Residential Homestead	\$75,000	\$48	\$4
	100,000	77	6
	150,000	135	11
	200,000	193	16
	250,000	251	21
	275,000	280	23
	300,000	309	26
	350,000	367	31
	400,000	425	35
	450,000	480	40
Commercial/Industrial **	500,000	534	45
	750,000	867	72
	\$100,000	\$103	\$9
	250,000	292	24
	500,000	636	53
	750,000	980	82
Apartments	1,000,000	1,323	110
	2,000,000	2,698	225
	\$100,000	\$133	\$11
	250,000	333	28
	500,000	667	56
	1,000,000	1,334	111

\* The figures in the table are based on school district taxes for bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net effect of the proposed bond issue for many property owners.

\*\* For commercial-industrial property, the estimates above are for property in the City of White Bear Lake. The tax impact for commercial-industrial property in other municipalities in the district may be slightly different, due to the varying impact of the Twin Cities Fiscal Disparities program.

**Appendix A:**  
Strategic Plan One Page Summary



# White Bear Lake Area Schools Strategic Plan

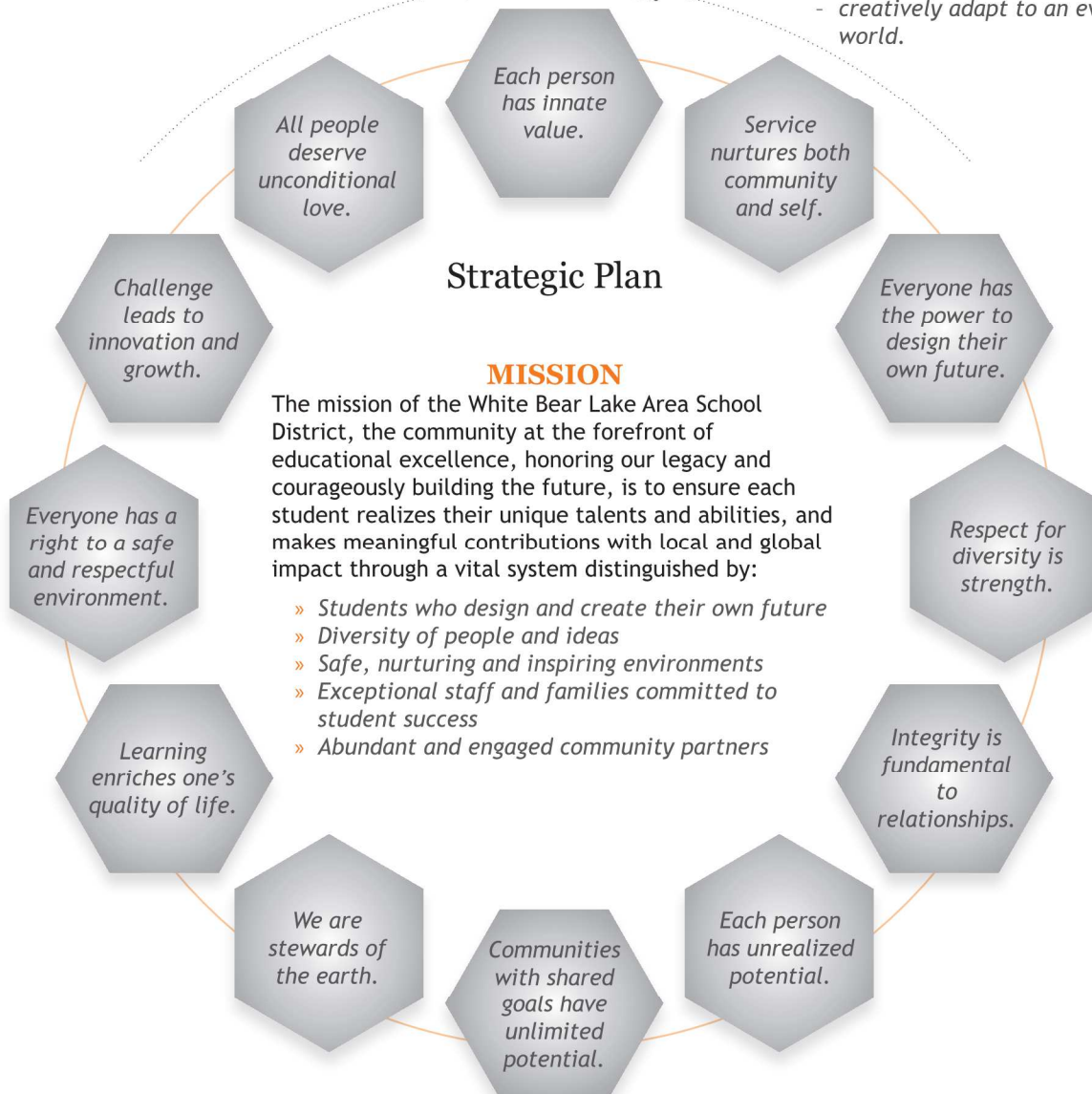
*Each student meaningfully  
contributes to community.*

## OBJECTIVES

### 100% OF STUDENTS:

- feel valued.
- accomplish their personalized learning plan.
- are prepared for and implement their design for their future.
- graduate.
- creatively adapt to an ever-changing world.

## WE BELIEVE:



## WE WILL:

- ensure that each student is the primary agent in their learning.
- provide expanding access to a broad range of opportunities for all students.
- foster community engagement and partnerships.
- build organizational capacity.

## STRATEGIES

## WE WILL:

- embrace all cultures with humility and respect.
- ensure learning environments enhance students' educational experience.
- engage families as partners in the education of their children.
- ensure the social and emotional growth of our students.

**Appendix B:**  
**Enrollment Projections Report**  
**(by TeamWorks)**



# WB<sup>624</sup> White Bear Lake Area Schools

## White Bear Lake Area Schools

### White Bear Lake, MN

*Demographic, Housing, & Enrollment  
Analysis  
August, 2018*

Report created by  
TeamWorks International, Inc  
7037 20th Avenue S.  
Centerville, MN 55038  
(651) 429-7340  
[www.teamworksintl.net](http://www.teamworksintl.net)



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## INTRODUCTION

The purpose of this report is to provide a comprehensive look at the demographic, housing, and enrollment trends for the White Bear Lake Area School District (**Map 1**).

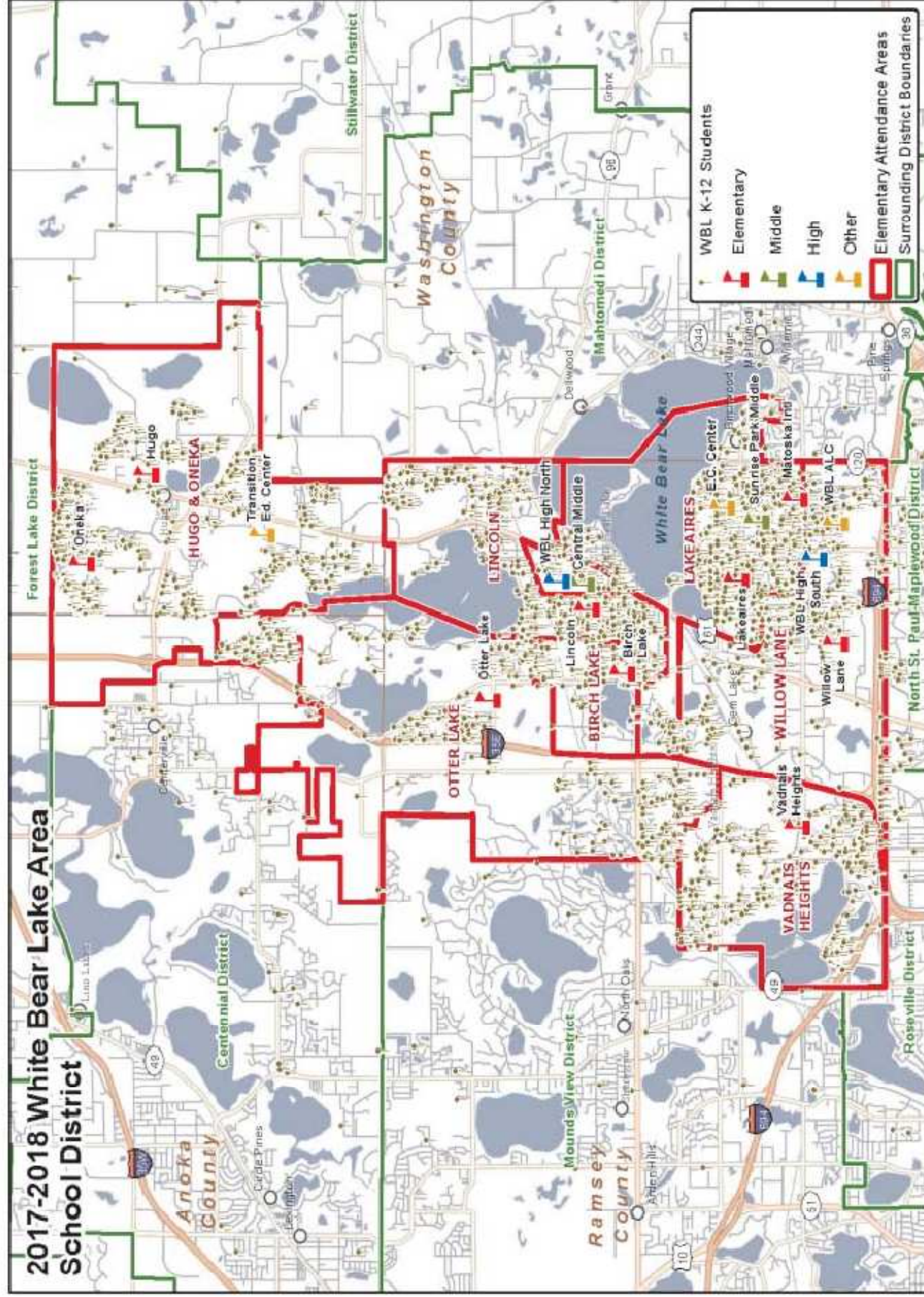
This analysis begins by reporting on the overall demographic patterns in and around the neighborhoods that comprise the district. The demographic information presented here includes population, race & ethnicity, and age data collected during the 2010 U.S. Census, as well as historical resident birth data obtained from the Minnesota Department of Health. In addition, external sources of data are utilized to estimate current (2017) and 5-year projected (2022) demographic data. These external sources include county-to-county migration data obtained from the internal revenue service, building permits and housing start information, residential postal delivery counts obtained from the U.S. Postal Service, as well as data obtained from other ancillary sources. Demographic data displayed on individual maps is reported at the census block group level. A census block group is the smallest geographic unit used by the U.S. Census Bureau to report demographic data.

A housing analysis was then performed to get a better understanding of housing trends across the district. This analysis includes specifics on the current housing stock, estimated market value, housing stock age, new home construction, home sales, and student yields by dwelling type. In addition, a summary of active and future housing developments is discussed, and how this will impact future student enrollment.

Next, a comprehensive analysis on the White Bear Lake Area Public School District historical student enrollment trends, current market share, and current facility utilization are presented. A synthesizes of the demographics, resident births, housing, market share, and historical student enrollment trends was then utilized to project 5-year student enrolments for the entire district.

And finally, we developed an enrollment model for the district that reflects 10-year enrollment estimates based on a set of additional assumptions. For this analysis we examined 5 different levels of future housing development and how each level might impact student overall student enrollment and facility utilization. In addition, we also report specific enrollment and facility utilization figures for a few select schools that will account for nearly all of the enrollment growth in the future based on the levels of housing development presented here.





Map 1: 2017-2018 White Bear Lake Area School District

## U.S. CENSUS DEMOGRAPHICS – RACE & ETHNICITY

### Key Findings

#### Total Population

(Maps 2 – 4)

- In 2017, the total population living in the district boundary was 65,873 (**Table 1**)
- Between 2010 and 2017 the total population across the district grew by 7.0%
- By 2022 the total population is expected to grow another 5.1% to 69,211

#### White Population

- In 2017, the total population of whites was 56,341 which represents 85.5% of the total population
- Between 2010 and 2017 the total population of whites grew by 3.6%
- By 2022 the total population of whites is expected to grow 1.6% to 57,253 where they will comprise 82.7% of the total population

#### Persons of Color Population\*

- In 2017 the total population of persons of color was 7,295 which represents 11.1% of the total population
- Between 2010 and 2017 the total population of persons of color grew by 35.0%
- By 2022 the total population of persons of color is expected to grow 26.8% to 9,252 where they will comprise 13.4% of the total population

\*Persons of Color are defined here as all races and ethnicities other than Hispanic and white. Other races are those persons

who identify as a race other than those listed, two or more races, or as Hawaiian/Pacific Islanders

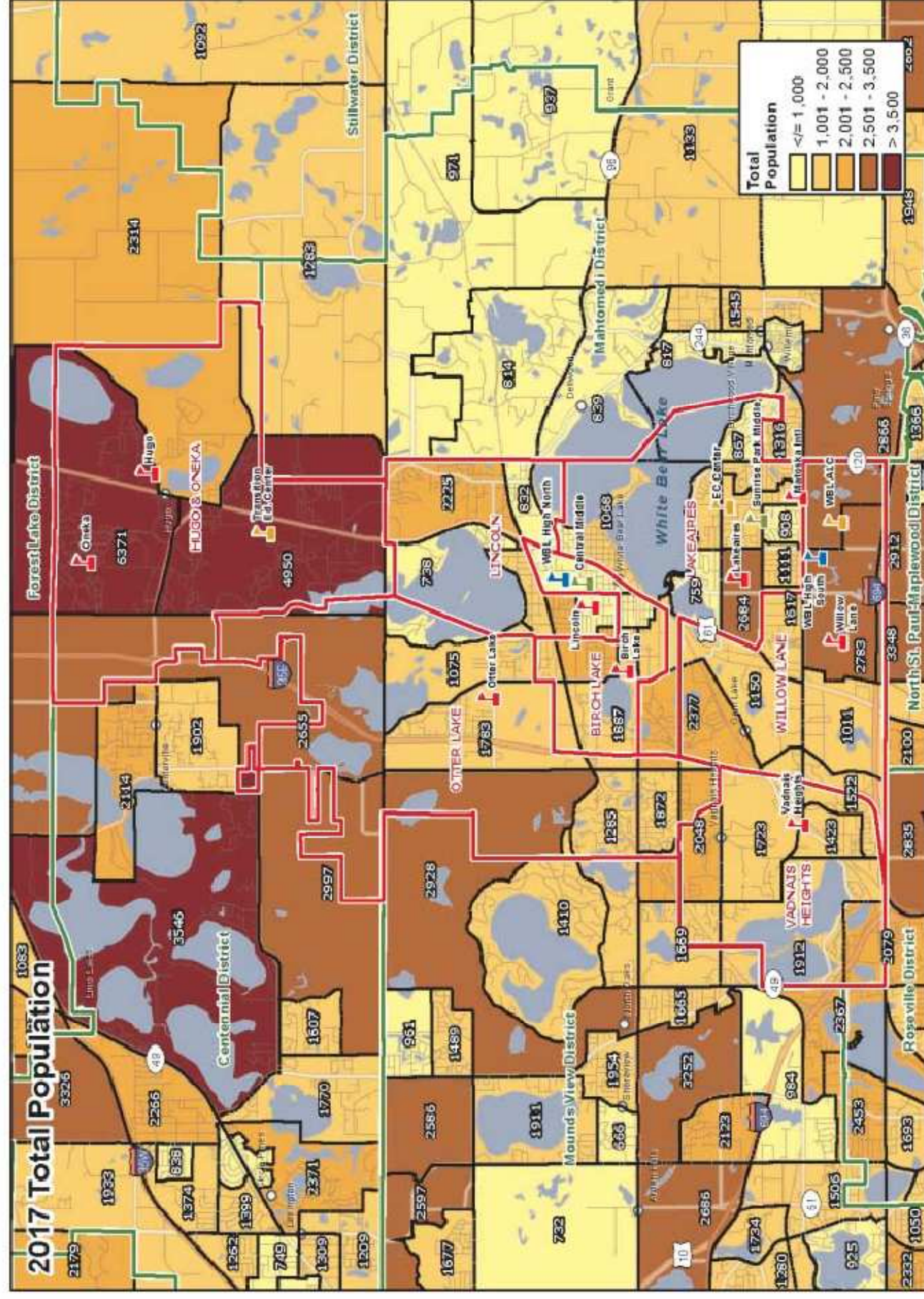
#### Hispanic Population

- In 2017, the total population of Hispanics was 2,237 which represents 3.4% of the total population
- Between 2010 and 2017 the total Hispanic population grew by 27.4%
- By 2022, the total Hispanic population is expected to grow 21.0% to 2,706 where they will comprise 3.9% of the total population

**TABLE 1: POPULATION & RACE DEMOGRAPHICS BY DISTRICT BOUNDARY**

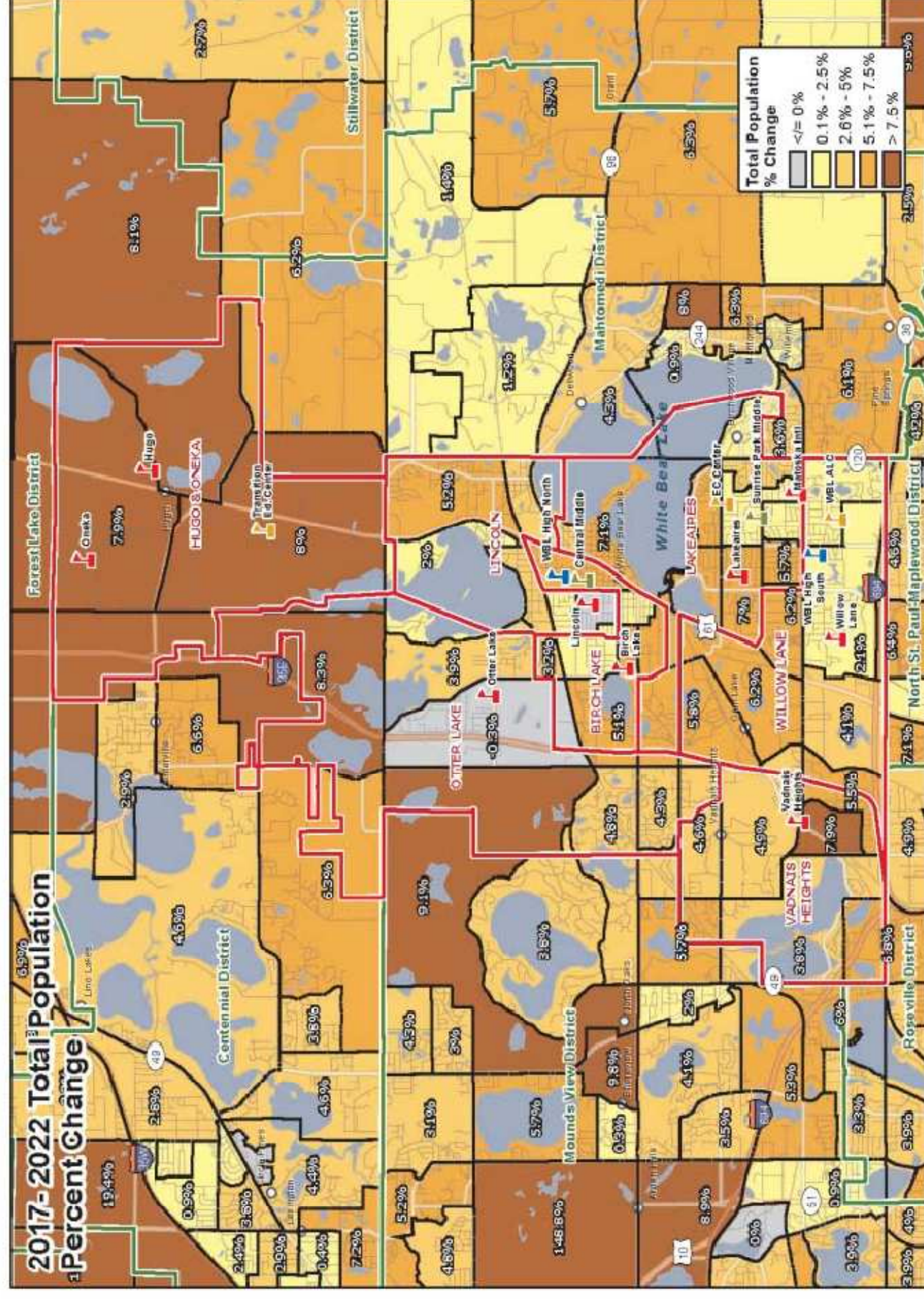
Race	2010		2017		2022		2017-2022	
	Number	%	Number	%	Number	%	% Change	
White	54,384	88.4%	56,341	85.5%	57,253	82.7%	1.6%	1.6%
Black	1,206	2.0%	1,544	2.3%	1,888	2.7%	22.3%	22.3%
Am. Indian	209	0.3%	222	0.3%	232	0.3%	4.5%	4.5%
Asian	2,749	4.5%	3,959	6.0%	5,228	7.6%	32.1%	32.1%
Hispanic	1,756	2.9%	2,237	3.4%	2,706	3.9%	21.0%	21.0%
Other	1,241	2.0%	1,570	2.4%	1,904	2.8%	21.3%	21.3%
<b>Totals</b>	<b>61,544</b>	<b>100%</b>	<b>65,873</b>	<b>100%</b>	<b>69,211</b>	<b>100%</b>	<b>5.1%</b>	<b>5.1%</b>





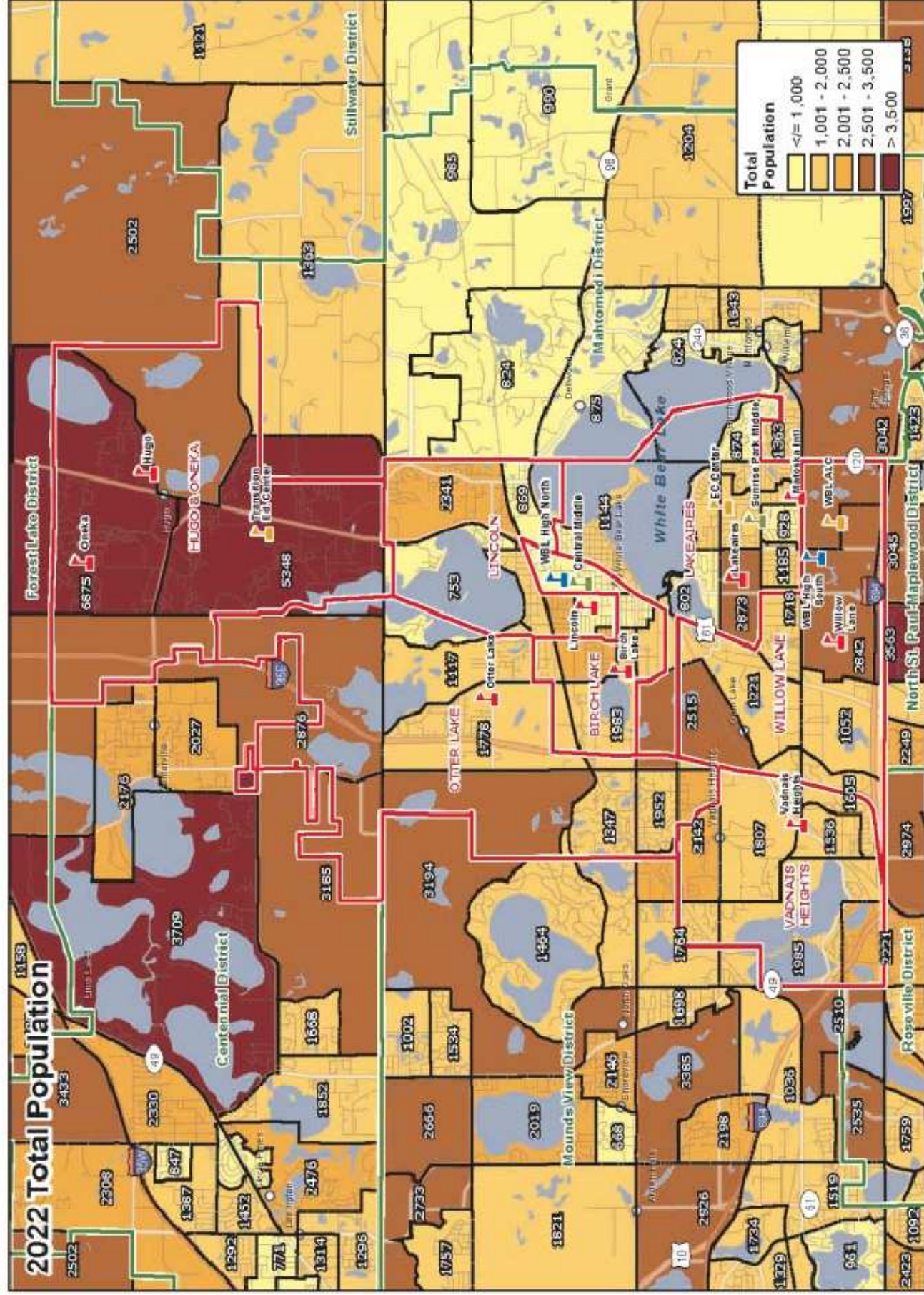
**Map 2: 2017 Total Population by Census Block Group**





**Map 3: 2017-2022 Total Population Percent Change by Census Block Group**





Map 4: 2022 Total Population by Census Block Group



## U.S. CENSUS DEMOGRAPHICS – AGE

**Table 2** summarizes the total population residing within the district by different age groups. **Table 3** summarizes the total population residing within the district by different generational groups. The birth dates and names of each generational group reported in this analysis are as follows:

2001-Present:	Generation Z (Post Millennials)
1980-2000:	Generation Y (Millennials)
1965-1979:	Generation X
1946-1964:	Baby Boomers
1900-1945:	G.I./Silent Generation

### **Key Findings**

- The fastest growing age cohort across the district are those aged 65 and older
- Between 2010 and 2017 the total population of those aged 65 and older grew by 32.2%
- By 2022 the total population of those aged 65 and older is expected to grow 22.1%
- Currently, 0-14 year olds comprise 18.6% of the total population in the district, and it is estimated that 0-14 year olds will comprise 18.3% of the total population by 2022
- Since 2010, the total number of 0-14 year olds grew 3.8%, and it is estimated that 0-14 year olds will grow another 3.4% by 2022
- Since 2010, the total number of 0-4 year olds declined 2.3%, but it is estimated that 0-4 year olds will grow 3.7% by 2022 (**Maps 5-7**)

- Since 2010, the total number of 5-14 year olds grew 6.8%, and it is estimated that 5-14 year olds will grow 3.2% by 2022 (**Maps 8-10**)
- In 2017, 1,176 (30.4%) of all 0-4 year olds lived north of the Anoka/Ramsey County border, while 2,692 (69.6%) lived south of the border
- In 2017, 2,506 (29.8%) of all 5-14 year olds lived north of the Anoka/Ramsey County border, while 5,902 (70.2%) lived south of the border
- In 2017 the median age across the district was 41.0
- By 2022 the median age across the district is projected to increase 1.7% to 41.7
- Currently, the largest generational group in the district are Generation Y (Millennials) and the Baby Boomers who both comprise 25.2% of the total population
- By 2022, the Generation Z (Post Millennials) will be the largest generational group in the district and comprise 25.9% of the total population

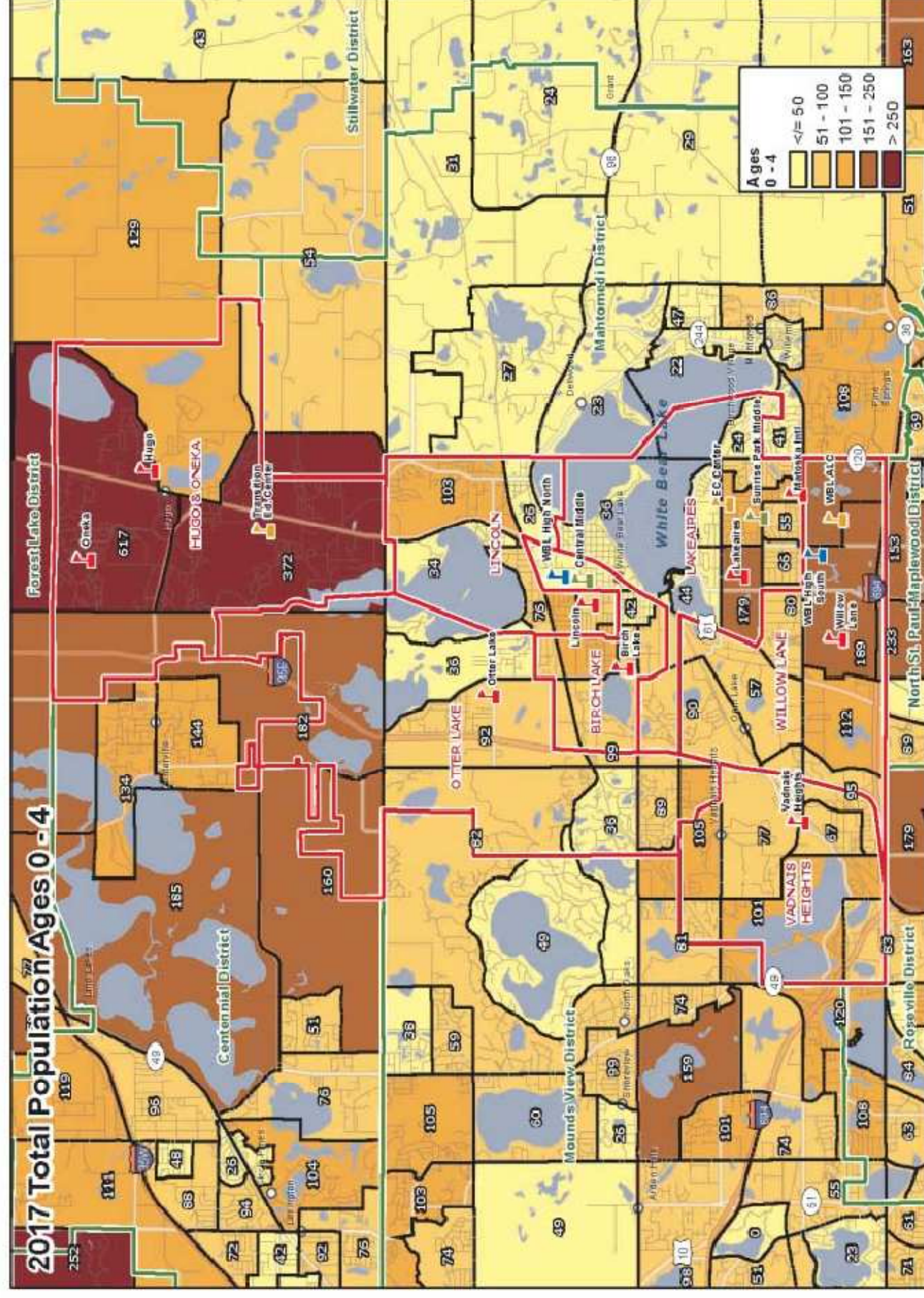
**TABLE 2: POPULATION & AGE DEMOGRAPHICS BY DISTRICT BOUNDARY**

Age Range	2010			2017			2022			2017-2022	
	Number	Percent		Number	Percent		Number	Percent		Percent	% Change
0 - 4	3,961	6.4%		3,868	5.9%		4,011	5.8%		5.8%	3.7%
5 - 9	3,927	6.4%		4,180	6.3%		4,129	6.0%		6.0%	-1.2%
10 - 14	3,943	6.4%		4,229	6.4%		4,551	6.6%		6.6%	7.6%
15 - 19	3,892	6.3%		3,657	5.6%		4,041	5.8%		5.8%	10.5%
20 - 24	3,246	5.3%		3,328	5.1%		3,072	4.4%		4.4%	-7.7%
25 - 34	8,085	13.1%		8,486	12.9%		8,264	11.9%		11.9%	-2.6%
35 - 44	7,667	12.5%		8,359	12.7%		9,654	13.9%		13.9%	15.5%
45 - 54	10,267	16.7%		9,000	13.7%		8,493	12.3%		12.3%	-5.6%
55 - 64	8,276	13.4%		9,817	14.9%		9,627	13.9%		13.9%	-1.9%
65 - 74	4,382	7.1%		6,471	9.8%		7,942	11.5%		11.5%	22.7%
75 - 84	2,799	4.5%		3,062	4.6%		3,940	5.7%		5.7%	28.7%
85+	1,099	1.8%		1,416	2.1%		1,487	2.1%		2.1%	5.0%
<b>Median Age</b>	<b>40.1</b>			<b>41.0</b>			<b>41.7</b>				<b>1.7%</b>
<b>Totals</b>	<b>61,544</b>	<b>100.0%</b>		<b>65,873</b>	<b>100.0%</b>		<b>69,211</b>	<b>100.0%</b>		<b>100.0%</b>	<b>5.1%</b>

**TABLE 3: POPULATION & GENERATIONAL AGE DEMOGRAPHICS BY DISTRICT BOUNDARY**

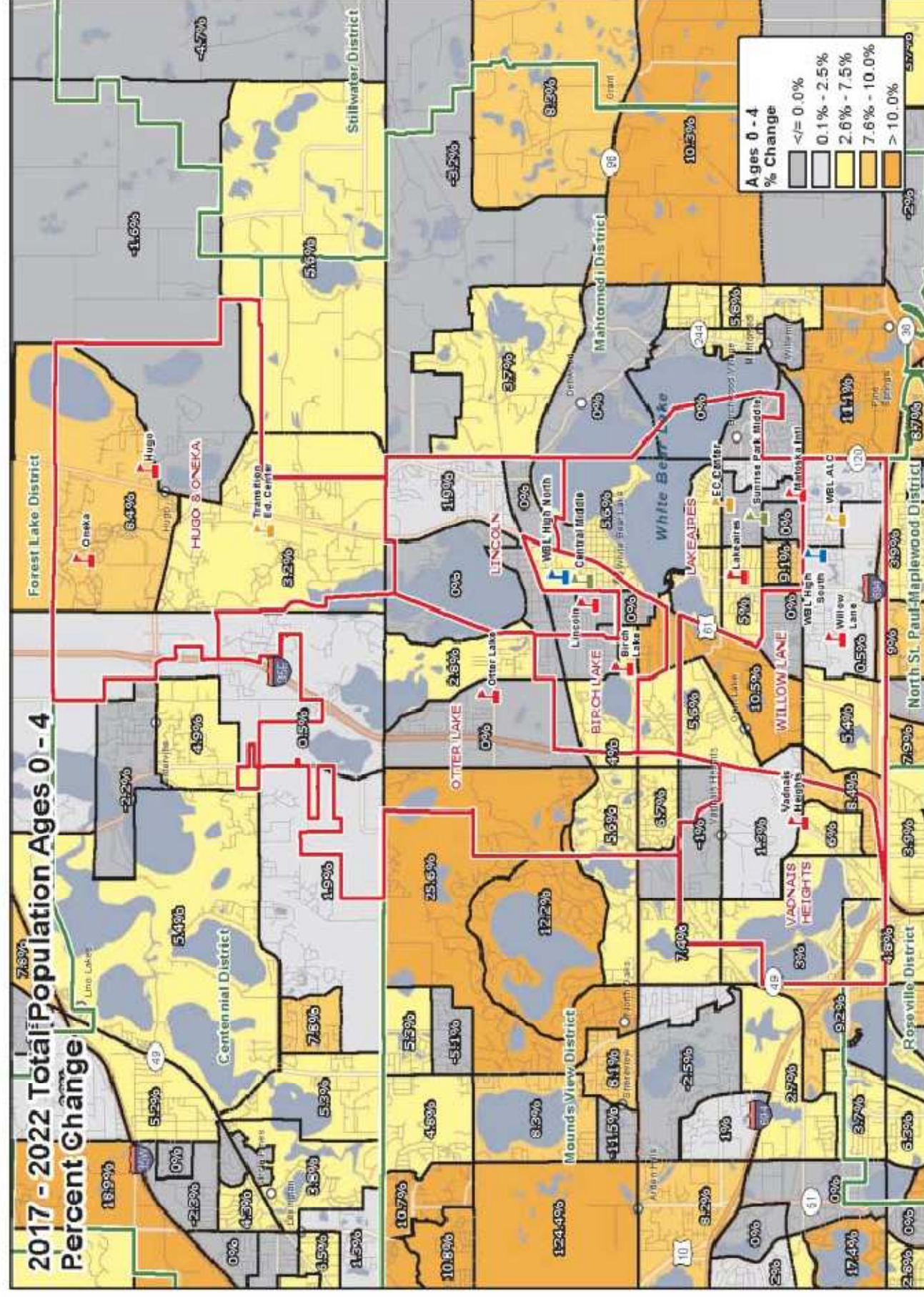
Generation Name	2010			2017			2022			2017-2022	
	Number	Percent		Number	Percent		Number	Percent		Percent	% Change
Generation Z	7,888	12.8%		13,832	21.0%		17,960	25.9%		25.9%	29.8%
Generation Y	16,097	26.2%		16,576	25.2%		17,885	25.8%		25.8%	7.9%
Generation X	11,731	19.1%		12,784	19.4%		13,200	19.1%		19.1%	3.3%
Baby Boomers	17,548	28.5%		16,599	25.2%		15,727	22.7%		22.7%	-5.3%
G.I. / Silent Generation	8,280	13.5%		6,082	9.2%		4,439	6.4%		6.4%	-27.0%
<b>Totals</b>	<b>61,544</b>	<b>100.0%</b>		<b>65,873</b>	<b>100.0%</b>		<b>69,211</b>	<b>100.0%</b>		<b>100.0%</b>	<b>5.1%</b>





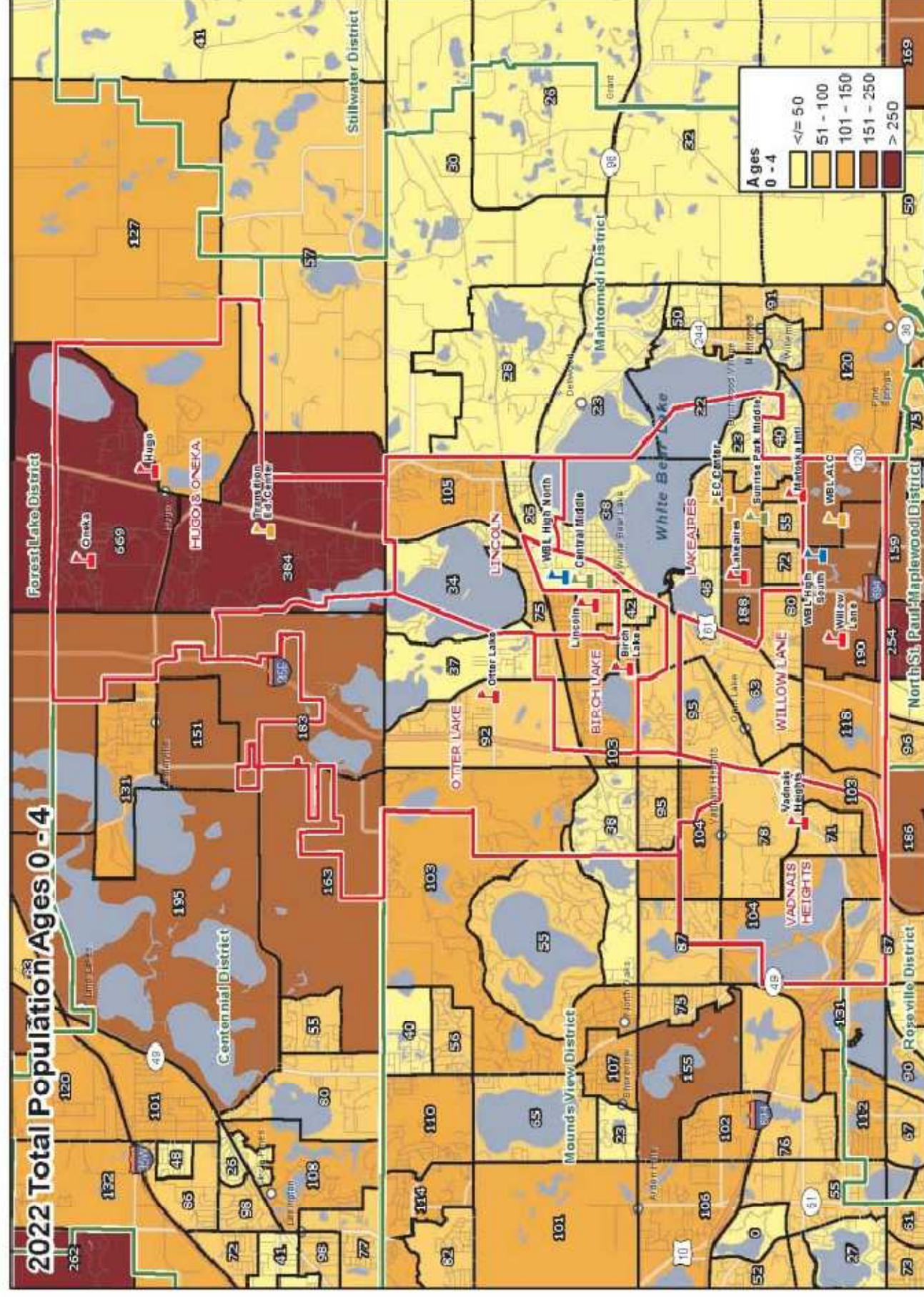
**Map 5: 2017 Total Population Ages 0 - 4 by Census Block Group**





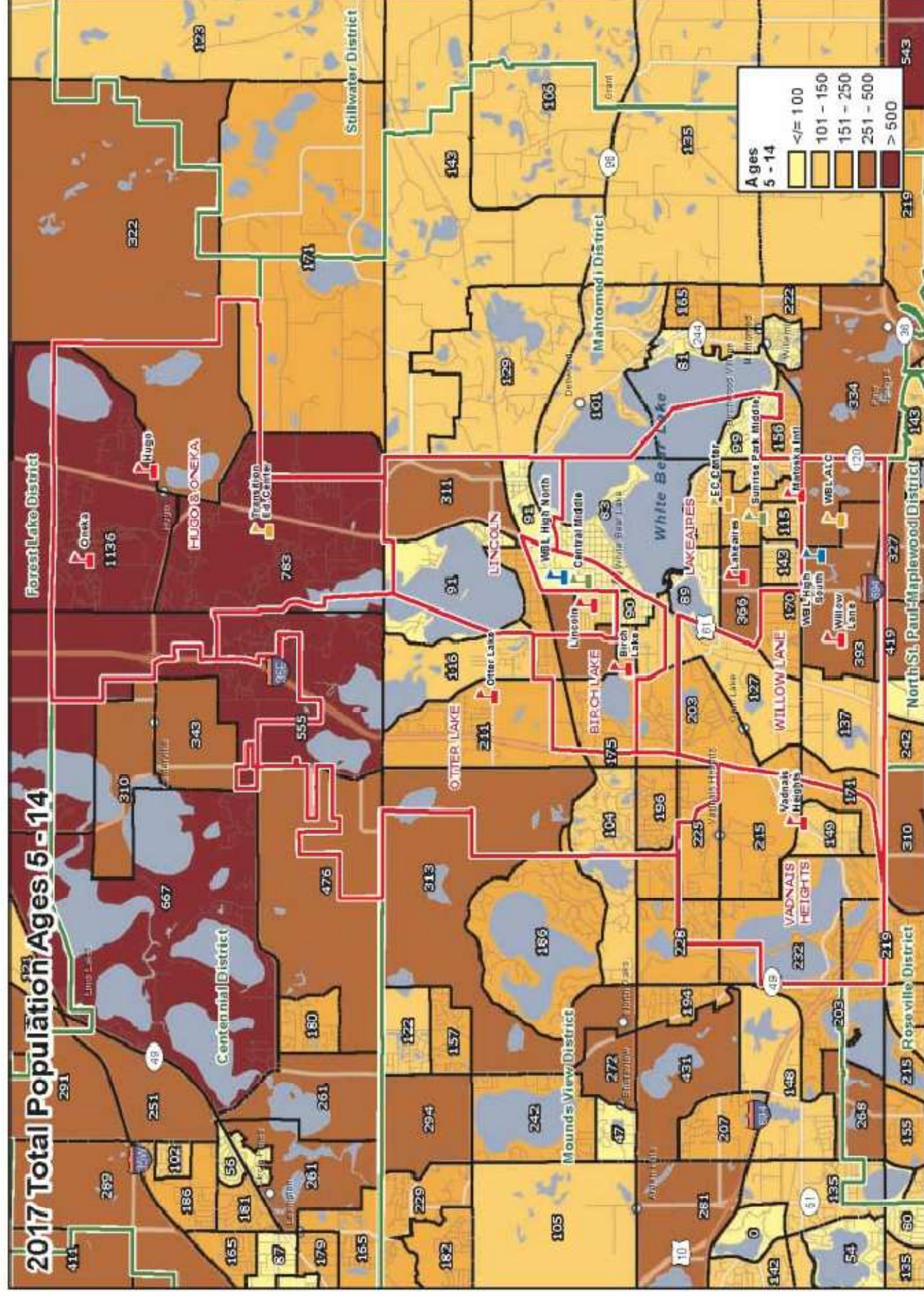
**Map 6: 2017-2022 Total Population Ages 0 – 4 Percent Change by Census Block Group**





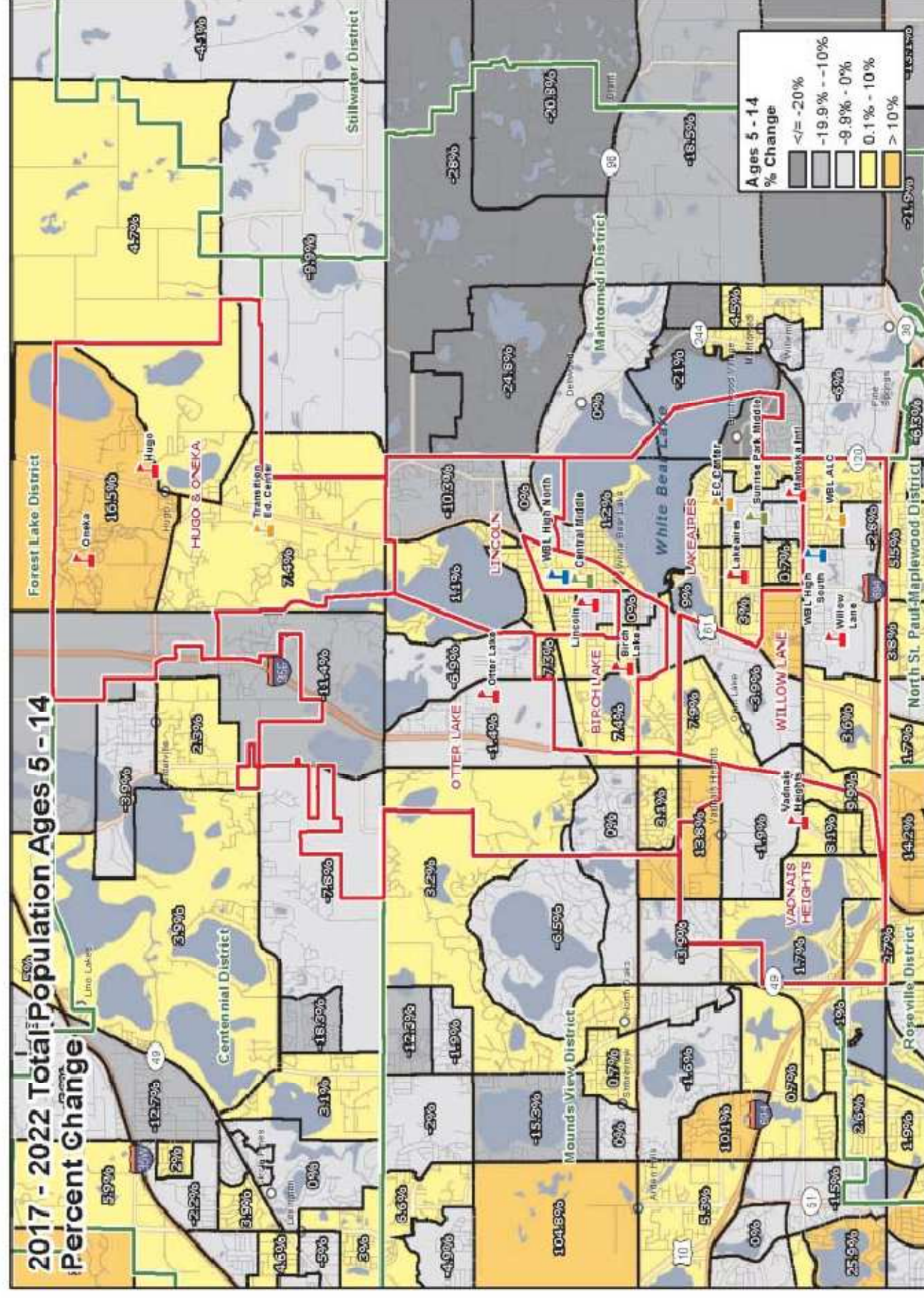
**Map 7: 2022 Total Population Ages 0 - 4 by Census Block Group**



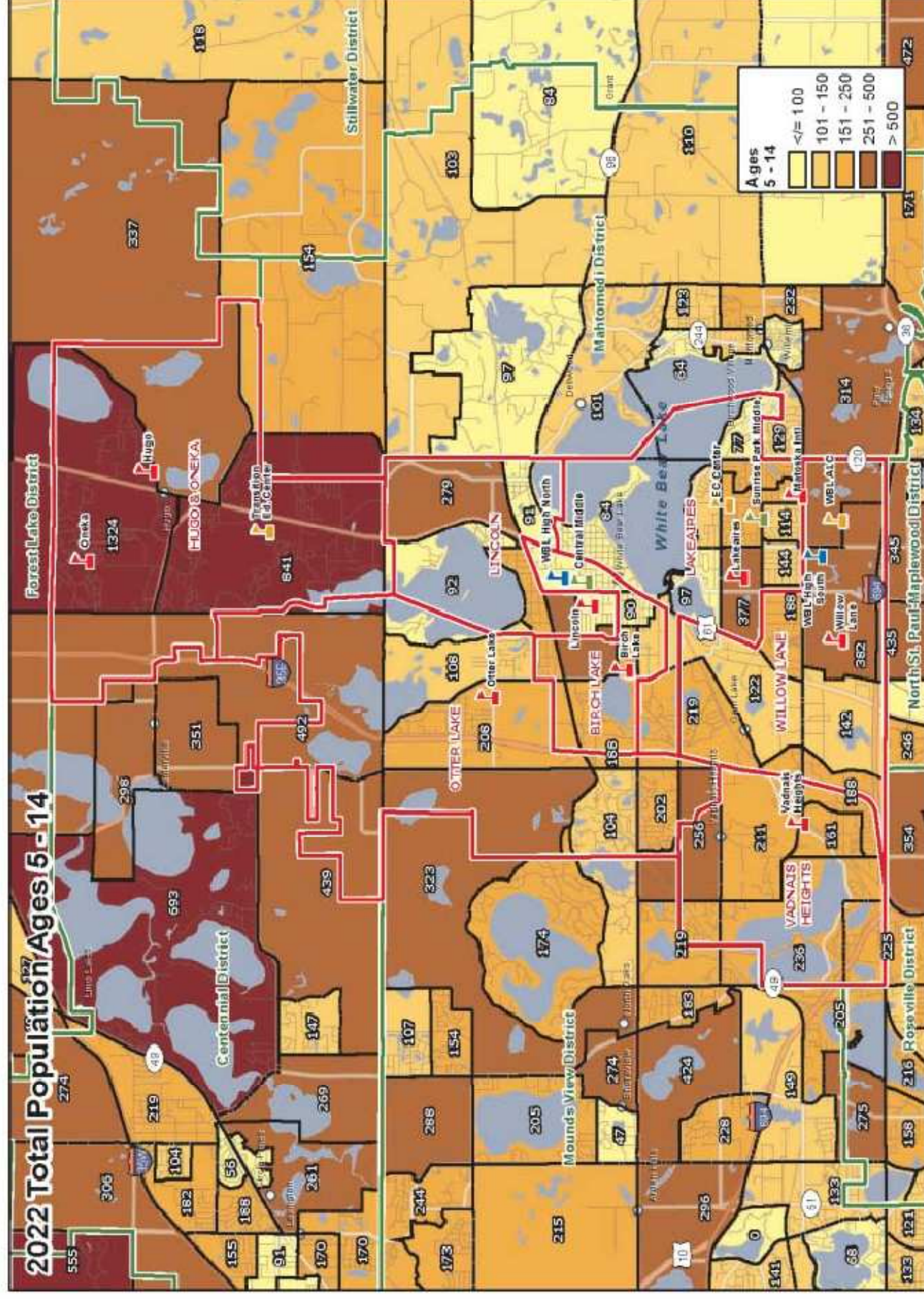


Map 8: 2017 Total Population Ages 5 - 14 by Census Block Group









Map 10: 2022 Total Population Ages 5 - 14 by Census Block Group



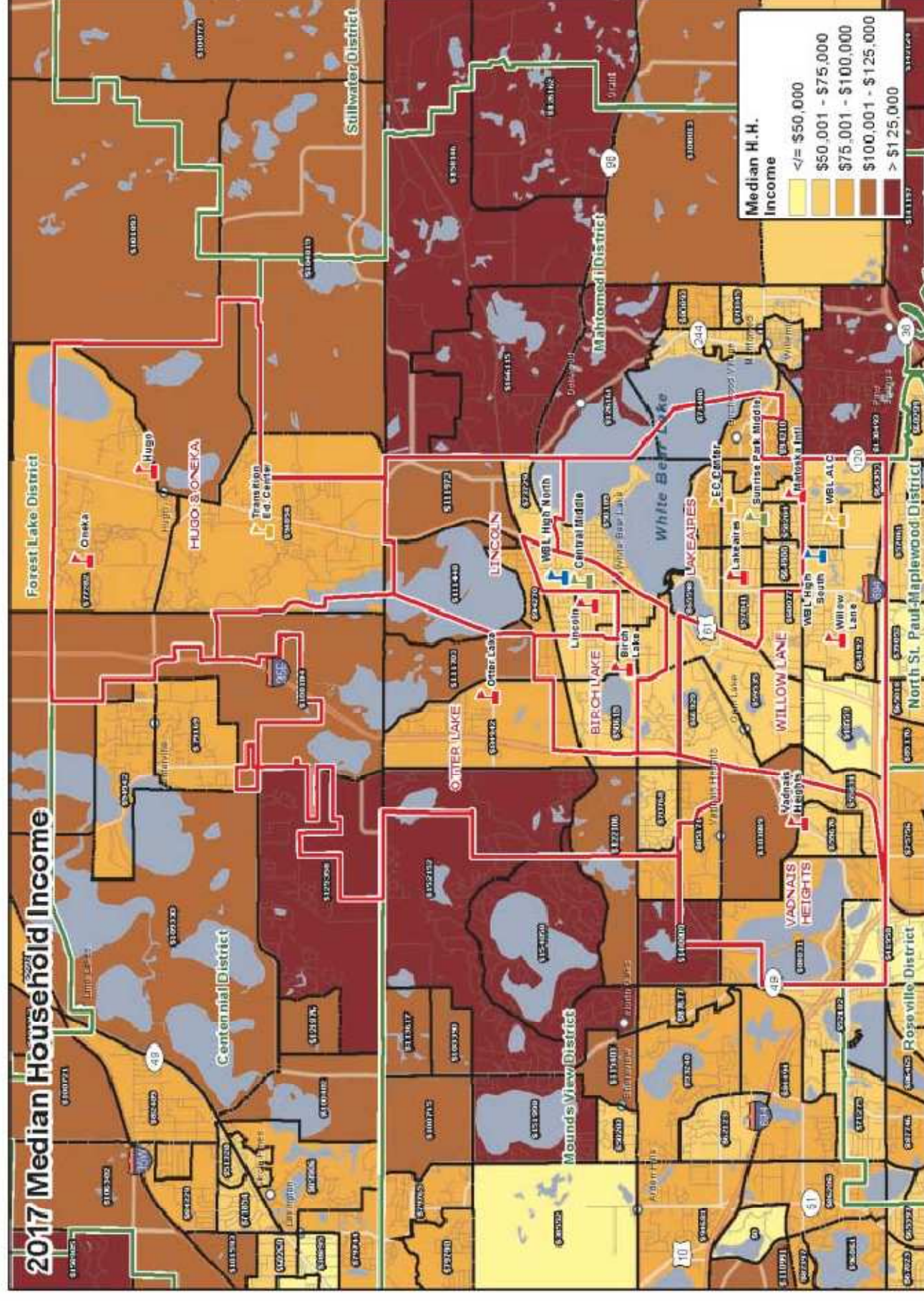
## U.S. CENSUS DEMOGRAPHICS – INCOME

### *Key Findings*

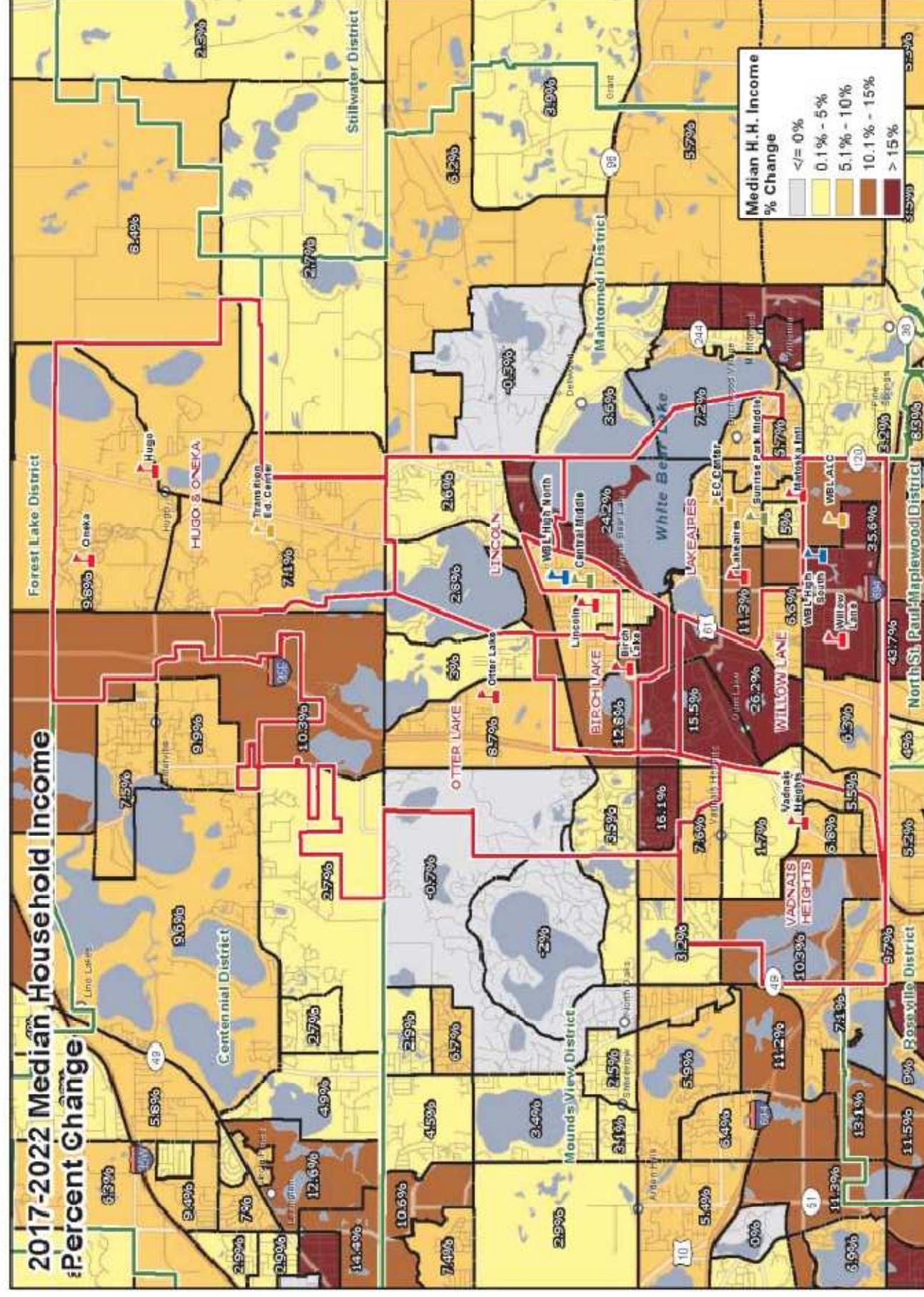
- In 2017, the total number of households residing within the district was 26,366 (**Table 4**)
- In 2017, the median household income across the district was \$77,901 (**Map 11**)
- By 2022, it is projected that the total number of households residing within the district will grow 4.8% to 27,636
- By 2022, the median household income across the district is projected to increase 8.8% to \$84,755 (**Maps 12 & 13**)

**TABLE 4: INCOME DEMOGRAPHICS BY DISTRICT BOUNDARY**

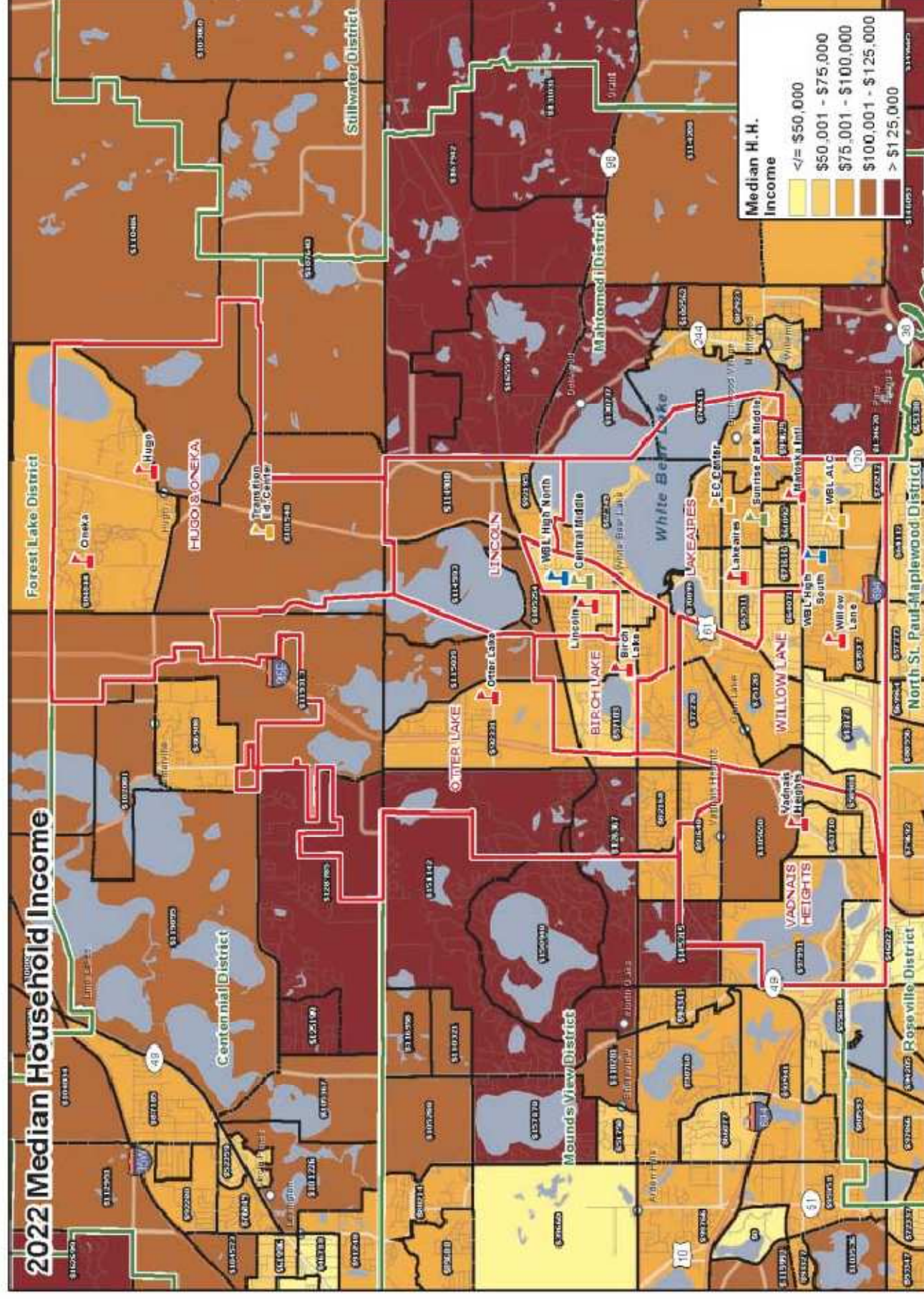
Households by Income	2017		2022		2017-2022	
	Number	%	Number	%	Number	% Change
<\$15,000	1,212	4.6%	1,269	4.6%	57	4.7%
\$15,000 - \$24,999	1,508	5.7%	1,503	5.4%	-5	-0.3%
\$25,000 - \$34,999	1,762	6.7%	1,659	6.0%	-103	-5.8%
\$35,000 - \$49,999	3,267	12.4%	3,062	11.1%	-205	-6.3%
\$50,000 - \$74,999	4,810	18.2%	4,406	15.9%	-404	-8.4%
\$75,000 - \$99,999	4,083	15.5%	4,148	15.0%	65	1.6%
\$100,000 - \$149,999	5,611	21.3%	6,641	24.0%	1,030	18.4%
\$150,000 - \$199,999	2,189	8.3%	2,663	9.6%	474	21.7%
\$200,000+	1,924	7.3%	2,285	8.3%	361	18.8%
<b>Totals</b>	<b>26,366</b>	<b>100%</b>	<b>27,636</b>	<b>100%</b>	<b>1,270</b>	<b>4.8%</b>
<b>Median Household Income</b>	<b>\$77,901</b>		<b>\$84,755</b>		<b>\$6,854</b>	<b>8.8%</b>











## **RESIDENT BIRTH ANALYSIS**

The total number of births in a region is a strong predictor of future preschool and kindergarten enrollment. **Table 5** reflects the total number of resident births across the district beginning in school year 2004-2005 and ending in school year 2016-2017, and is summarized by each elementary attendance area. **Table 6** reflects resident births in surrounding school districts across the same time period. In this case a school year begins September 1st and ends August 31st of the following year. Here, we assume that children born in a particular school year will begin kindergarten 6 years later.

### ***Key Findings***

- Between school year 2004-2005 and 2016-2017, the total number of resident births grew 2.4% from 551 to 564 (**Table 5 & Map 14**)
  - Birch Lake: 47 to 36 (-23.4%)
  - Hugo/Oneka: 92 to 133 (+44.6%)
  - Lakeaires: 121 to 125 (+3.3%)
  - Lincoln: 55 to 46 (-16.4%)
  - Otter Lake: 90 to 77 (-14.4%)
  - Vadnais Heights: 68 to 68 (0.0%)
  - Willow Lane: 78 to 79 (+1.3%)
- Between school year 2004-2005 and 2016-2017, the total number of resident births in surrounding school districts declined 4.7% from 2,892 to 2,755 (**Table 6 &**

### **Map 14)**

- Centennial: 328 to 285 (-13.1%)
- Forest Lake: 496 to 291 (-41.3%)
- Mahtomedi: 82 to 85 (+3.7%)
- Mounds View: 628 to 715 (13.9%)

- North St. Paul-Maplewood: 702 to 678 (-3.4%)
- Roseville: 477 to 531 (+11.3%)
- Stillwater: 507 to 455 (-10.3%)

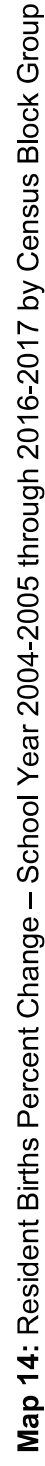
TABLE 5: HISTORICAL RESIDENT BIRTHS BY ELEMENTARY ATTENDANCE AREA

Birth Year	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2016-2017	2022-2023	2004 - 2017 % Change
Kindergarten Year	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023									
Birch Lake	47	57	44	51	46	49	37	38	50	46	42	42	36					42	42	36	133	-23.4%
Hugo & Oneka	92	128	154	116	178	191	185	181	147	146	151	142	133					142	142	133	133	44.6%
Lakeaires	121	116	125	120	109	98	120	94	127	112	93	105	125					105	105	125	125	3.3%
Lincoln	55	63	54	58	50	34	35	42	24	59	33	46	46					46	46	46	46	-16.4%
Otter Lake	90	86	88	80	80	70	44	79	70	58	75	58	77					58	58	77	77	-14.4%
Vadnais Heights	68	75	65	71	68	72	66	64	64	73	80	59	68					59	59	68	68	0.0%
Willow Lane	78	86	82	100	98	85	78	110	82	103	117	84	79					84	84	79	79	1.3%
<b>White Bear Lake Totals</b>	<b>551</b>	<b>611</b>	<b>612</b>	<b>596</b>	<b>629</b>	<b>599</b>	<b>565</b>	<b>608</b>	<b>564</b>	<b>597</b>	<b>591</b>	<b>536</b>	<b>564</b>					<b>536</b>	<b>536</b>	<b>564</b>	<b>564</b>	<b>2.4%</b>

TABLE 6: HISTORICAL RESIDENT BIRTHS - SURROUNDING SCHOOL DISTRICTS

Birth Year	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2016-2017	2022-2023	2004 - 2017 % Change
Kindergarten Year	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023									
Centennial	328	358	364	339	286	317	291	259	284	287	241	295	285					295	295	285	285	-13.1%
Forest Lake	496	490	469	500	484	422	407	349	353	323	331	340	291					340	340	291	291	-41.3%
Mahtomedi	82	89	84	103	81	71	64	81	79	79	66	91	85					91	91	85	85	3.7%
Mounds View	628	643	665	654	683	620	683	638	655	666	775	739	715					739	739	715	715	13.9%
North St. Paul-Maplewood	702	739	719	724	757	688	749	716	714	704	740	685	678					685	685	678	678	-3.4%
Roseville	477	512	532	515	552	501	514	555	562	552	580	552	531					552	552	531	531	11.3%
Stillwater	507	483	475	461	413	435	407	433	360	435	456	462	455					462	462	455	455	-10.3%
<b>Surrounding District Totals</b>	<b>2,892</b>	<b>2,956</b>	<b>2,944</b>	<b>2,957</b>	<b>2,970</b>	<b>2,737</b>	<b>2,824</b>	<b>2,772</b>	<b>2,723</b>	<b>2,759</b>	<b>2,948</b>	<b>2,869</b>	<b>2,755</b>					<b>2,869</b>	<b>2,869</b>	<b>2,755</b>	<b>2,755</b>	<b>-4.7%</b>





## HOUSING & DWELLING TYPE ANALYSIS

The White Bear Lake Public School District contains a wide variety of dwelling types, from traditional single family homes, townhomes, apartment units, condominiums, and mobile homes. **Table 7** lists the number of dwelling types and their percentage as a total.

Single family homes make up a majority of dwelling types in the district. **Table 8** reflects the current estimated market value of all single family homes in the district, as well as the total number of single family homes built by decade. **Table 9** summarizes the total number of single family homes sold since 1990 and the average sale price. Tables 7–9 are summarized by each elementary attendance area.

- 1980 -1989: 2,736 (15.9%)
  - 1990 -1999: 2,494 (14.5%)
  - 2000 -2009: 1,824 (10.6%)
  - 2010 -Present: 683 (4.0%)
- The total number of single family home sales by years sold and the average sale price (**Table 9 & Map 18-19**)
  - 1990-1999: 2,766 (\$131,316)
  - 2000 – 2009: 4,158 (\$268,615)
  - 2010 – Present: 5,267 (\$268,976)

## **Key Findings (District-Wide)**

- The total number of dwelling types and their percentage of the total (**Table 7 & Map 15**):
  - Single Family Dwellings: 17,248 (62.0%)
  - Townhomes/Duplex: 3,538 (12.7%)
  - Apartment Units: 4,546 (16.3%)
  - Condominiums: 2,138 (7.7%)
  - Mobile Homes: 335 (1.2%)
- The average estimated market value of all single family homes is \$262,113 (**Table 8 & Map 16**)
- The number of single family homes built by decade and their percentage of the total (**Table 8 & Map 17**)
  - Pre 1950: 2,590 (15.0%)
  - 1950 -1959: 2,604 (15.1%)
  - 1960 -1969: 2,222 (12.9%)
  - 1970 -1979: 2,095 (12.1%)



TABLE 7: COUNTS OF DWELLING TYPES BY ELEMENTARY SCHOOL ATTENDANCE AREA

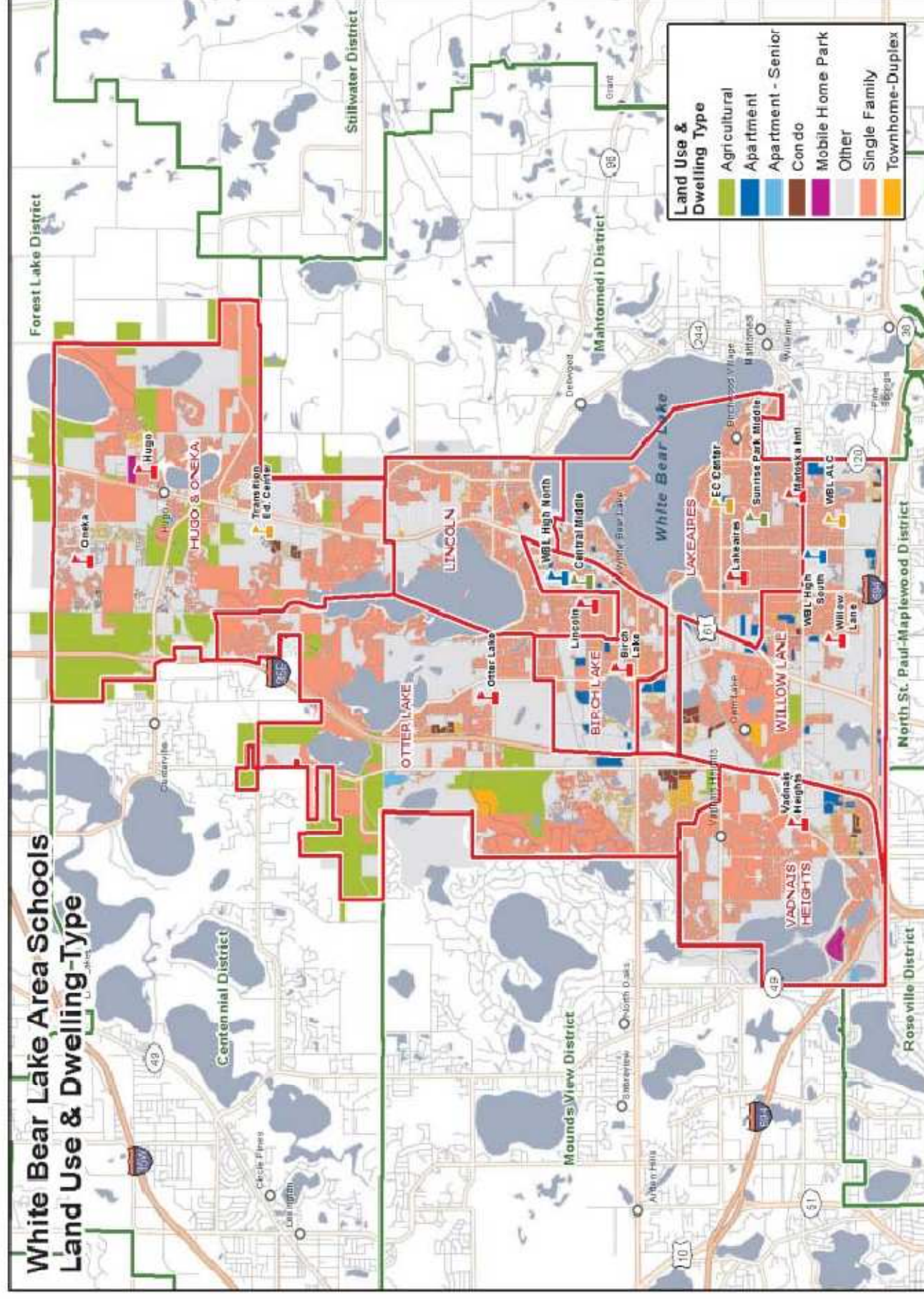
Attendance Area	Total Dwellings	Single Family Dwelling	% Single-Family Dwelling	Townhomes/ Duplex	% Townhomes/ Duplex	Apartment Units	% Apartment Units	Condos	% Condos	Mobile Homes	% Mobile Homes
Birch Lake	2,168	1,434	66.1%	209	9.6%	525	24.2%	0	0.0%	0	0.0%
Hugo & Oneka	4,933	2,695	54.6%	928	18.8%	20	0.4%	1,141	23.1%	149	3.0%
Lakeaires	5,546	4,191	75.6%	256	4.6%	1,078	19.4%	21	0.4%	0	0.0%
Lincoln	2,305	2,088	90.6%	153	6.6%	4	0.2%	60	2.6%	0	0.0%
Otter Lake	4,215	2,566	60.9%	783	18.6%	417	9.9%	449	10.7%	0	0.0%
Vadnais Heights	3,258	2,104	64.6%	469	14.4%	330	10.1%	169	5.2%	186	5.7%
Willow Lane	5,380	2,170	40.3%	740	13.8%	2,172	40.4%	298	5.5%	0	0.0%
<b>Totals</b>	<b>27,805</b>	<b>17,248</b>	<b>62.0%</b>	<b>3,538</b>	<b>12.7%</b>	<b>4,546</b>	<b>16.3%</b>	<b>2,138</b>	<b>7.7%</b>	<b>335</b>	<b>1.2%</b>

TABLE 8: AVERAGE VALUE OF SINGLE FAMILY HOMES &amp; DECADE BUILT BY ELEMENTARY SCHOOL ATTENDANCE AREA

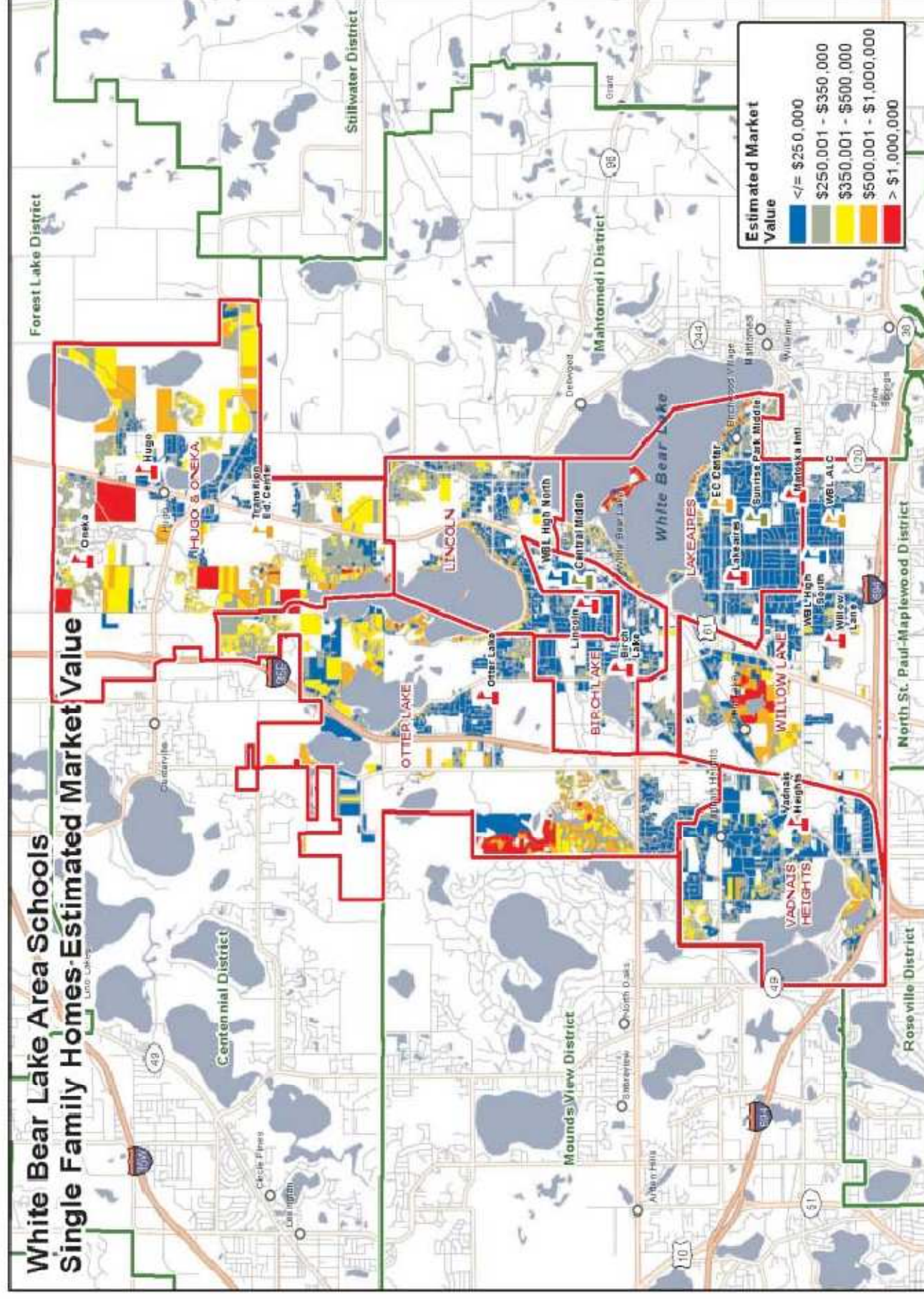
Attendance Area	Total Single-Family Homes	Average Home Value	Pre-1950	% of Total	1950-1959	% of Total	1960-1969	% of Total	1970-1979	% of Total	1980-1989	% of Total	1990-1999	% of Total	2000-2009	% of Total	2010 - Present	% of Total
Birch Lake	1,434	\$197,784	398	27.8%	311	21.7%	110	7.7%	278	19.4%	215	15.0%	50	3.5%	53	3.7%	19	1.3%
Hugo & Oneka	2,695	\$308,104	240	8.9%	38	1.4%	98	3.6%	134	5.0%	160	5.9%	564	20.9%	991	36.8%	470	17.4%
Lakeaires	4,191	\$243,255	769	18.3%	1,579	37.7%	1,089	26.0%	340	8.1%	191	4.6%	151	3.6%	48	1.1%	24	0.6%
Lincoln	2,088	\$249,508	603	28.9%	190	9.1%	115	5.5%	252	12.1%	342	16.4%	374	17.9%	163	7.8%	49	2.3%
Otter Lake	2,566	\$324,644	157	6.1%	77	3.0%	148	5.8%	547	21.3%	811	31.6%	411	16.0%	359	14.0%	56	2.2%
Vadnais Heights	2,104	\$257,802	232	11.0%	136	6.5%	62	2.9%	294	14.0%	740	35.2%	503	23.9%	96	4.6%	41	1.9%
Willow Lane	2,170	\$227,799	191	8.8%	273	12.6%	600	27.6%	250	11.5%	277	12.8%	441	20.3%	114	5.3%	24	1.1%
<b>Totals</b>	<b>17,248</b>	<b>\$262,113</b>	<b>2,590</b>	<b>15.0%</b>	<b>2,604</b>	<b>15.1%</b>	<b>2,222</b>	<b>12.9%</b>	<b>2,095</b>	<b>12.1%</b>	<b>2,736</b>	<b>15.9%</b>	<b>2,494</b>	<b>14.5%</b>	<b>1,824</b>	<b>10.6%</b>	<b>683</b>	<b>4.0%</b>

TABLE 9: SINGLE FAMILY HOMES MOST RECENT YEARS SOLD &amp; AVERAGE SALE PRICE

Attendance Area	Total Single-Family Homes	Sold From 1990 - 1999	Avg. Sale Price 1990 - 1999	Sold From 2000 - 2009	Avg. Sale Price 2000 - 2009	Sold From 2010 - Present	Avg. Sale Price 2010 - Present
Birch Lake	1,434	211	\$99,991	301	\$199,737	459	\$191,313
Hugo & Oneka	2,695	282	\$118,224	849	\$277,099	1,165	\$313,583
Lakeaires	4,191	676	\$129,951	888	\$260,182	1,202	\$240,117
Lincoln	2,088	403	\$122,151	481	\$241,676	581	\$244,441
Otter Lake	2,566	361	\$152,284	649	\$341,986	711	\$356,193
Vadnais Heights	2,104	457	\$149,642	471	\$275,861	532	\$263,002
Willow Lane	2,170	376	\$126,961	519	\$233,701	617	\$224,995
<b>Totals</b>	<b>17,248</b>	<b>2,766</b>	<b>\$131,316</b>	<b>4,158</b>	<b>\$268,615</b>	<b>5,267</b>	<b>\$268,976</b>

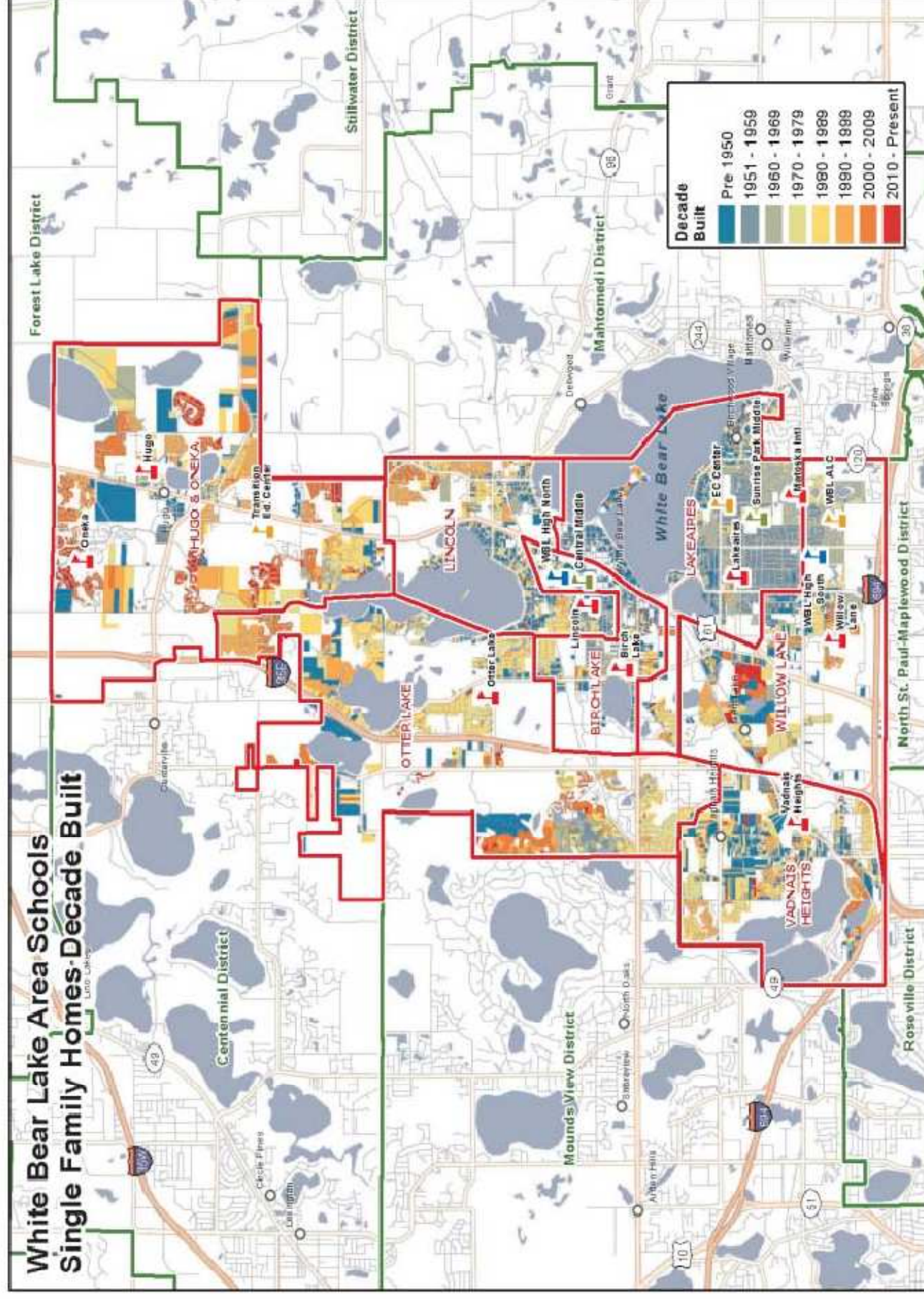




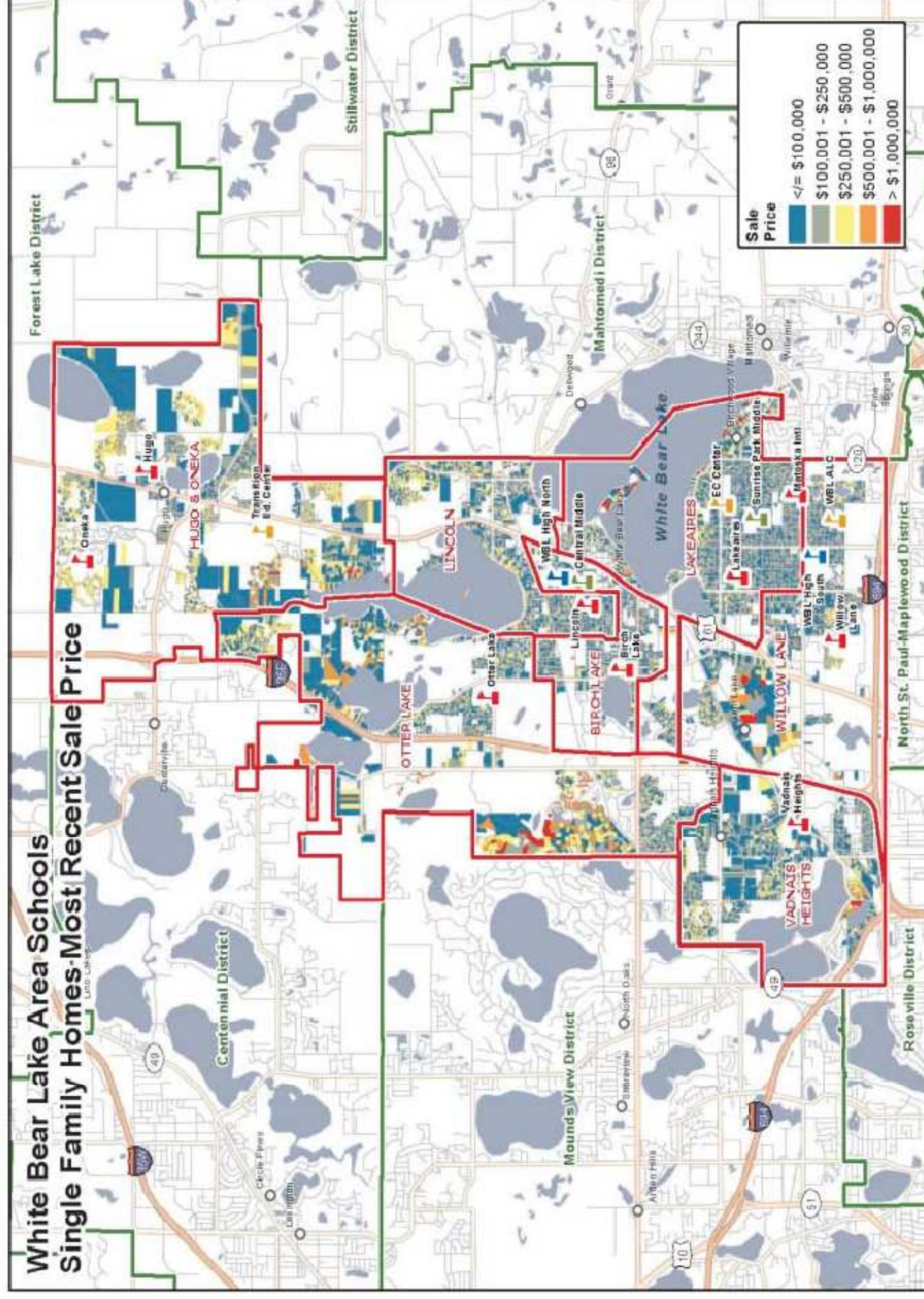


Map 16: White Bear Lake Area School District – Estimated Market Value of Single Family Homes



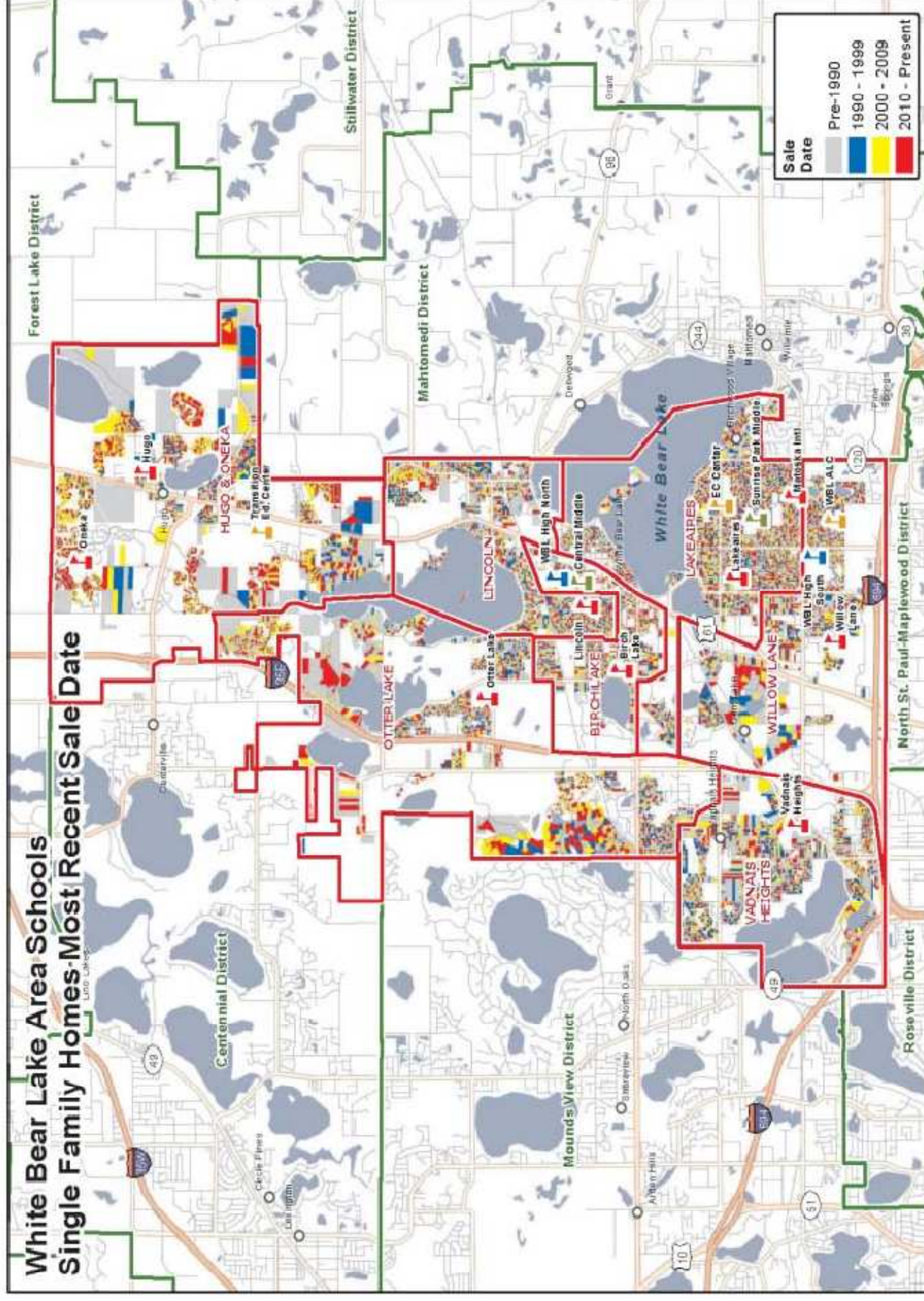






**Map 18:** White Bear Lake Area School District – Single Family Homes Most Recent Sale Price





**Map 19:** White Bear Lake Area School District – Single Family Homes Most Recent Sale Year

## RESIDENT STUDENT YIELD ANALYSIS

The type of dwelling resident students reside in is presented in **Table 10**. The largest proportion of enrolled students lives in single family homes (80.5%). The neighborhoods in the Lincoln attendance area had the highest percentage of students living in single family homes (97.4%), while Willow Lane attendance area had the lowest (66.4%). **Table 11** illustrates the K-12 student yields for various dwelling types by elementary attendance area. The district-wide student yield for single family homes is 0.35

### ***Key Findings***

- The proportion of resident enrolled students living in a particular dwelling type and their percentage of the total (**Table 10 & Map 20**):
  - Single Family Dwellings: 6,011 (80.5%)
  - Townhomes: 490 (6.6%)
  - Apartment Units: 585 (7.8%)
  - Condominiums: 311 (4.2%)
  - Mobile Homes: 71 (1.0%)
- The resident enrolled student yield by dwelling type (**Table 11**):
  - Single Family Dwellings: 0.35
  - Townhomes: 0.14
  - Apartment Units: 0.13
  - Condominiums: 0.15
  - Mobile Homes: 0.21

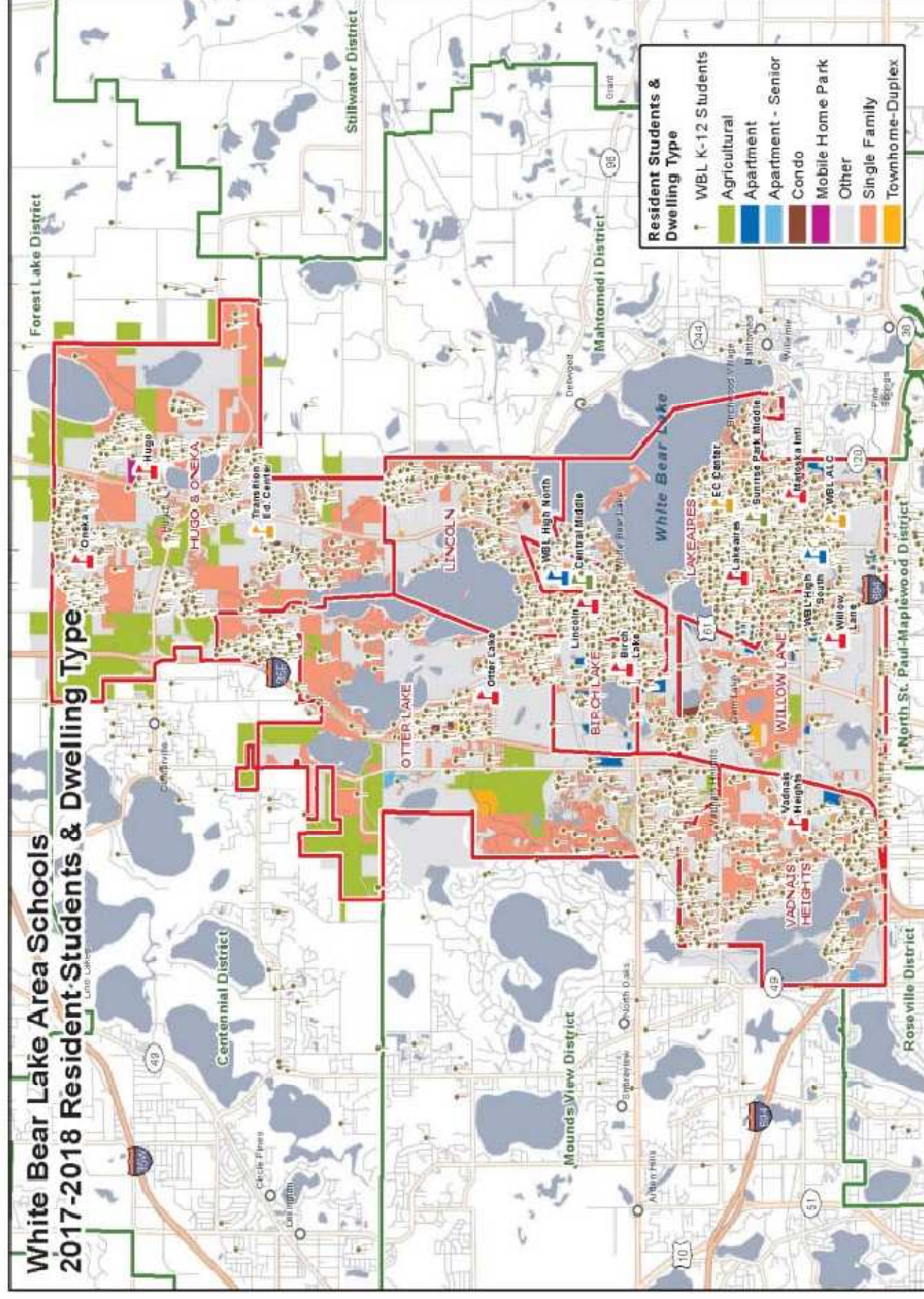
**TABLE 10: PROPORTION OF RESIDENT ENROLLED (K-12 STUDENTS) WITH DWELLING TYPE BY ELEMENTARY SCHOOL ATTENDANCE AREA**

Attendance Area	Total Students	Single Family Dwelling	% Single-Family Dwelling	Townhomes/Duplex	% Townhomes/Duplex	Apartment Units	% Apartment Units	Condos	% Condos	Mobile Homes	% Mobile Homes
Birch Lake	597	485	81.2%	26	4.4%	86	14.4%	0	0.0%	0	0.0%
Hugo & Oneka	2,003	1,528	76.3%	243	12.1%	5	0.2%	227	11.3%	0	0.0%
Lakeaires	1,256	1,105	88.0%	10	0.8%	141	11.2%	0	0.0%	0	0.0%
Lincoln	724	705	97.4%	12	1.7%	7	1.0%	0	0.0%	0	0.0%
Otter Lake	1,015	842	83.0%	85	8.4%	38	3.7%	50	4.9%	0	0.0%
Vadnais Heights	771	614	79.6%	39	5.1%	33	4.3%	14	1.8%	71	9.2%
Willow Lane	1,102	732	66.4%	75	6.8%	275	25.0%	20	1.8%	0	0.0%
<b>Totals</b>	<b>7,468</b>	<b>6,011</b>	<b>80.5%</b>	<b>490</b>	<b>6.6%</b>	<b>585</b>	<b>7.8%</b>	<b>311</b>	<b>4.2%</b>	<b>71</b>	<b>1.0%</b>

**TABLE 11: RESIDENT ENROLLED (K-12 STUDENTS) STUDENT YIELD BY DWELLING TYPE**

Attendance Area	Single Family Dwelling	Townhomes/Duplex	Apartment Units	Condos	Mobile Homes
Birch Lake	0.34	0.12	0.16	0.00	0.00
Hugo & Oneka	0.57	0.26	0.25	0.20	0.00
Lakeaires	0.26	0.04	0.13	0.00	0.00
Lincoln	0.34	0.08	1.75	0.00	0.00
Otter Lake	0.33	0.11	0.09	0.11	0.00
Vadnais Heights	0.29	0.08	0.10	0.08	0.38
Willow Lane	0.34	0.10	0.13	0.07	0.00
<b>Totals</b>	<b>0.35</b>	<b>0.14</b>	<b>0.13</b>	<b>0.15</b>	<b>0.21</b>





## ACTIVE & FUTURE HOUSING DEVELOPMENT SUMMARY

Areas within the White Bear Lake Public School District have experienced significant growth in new housing development in recent years, and this trend is expected to continue. New housing developments will have a significant impact on overall student enrollment.

**Tables 12A & 12B** list the current **active** housing developments in the district summarized by each elementary attendance area. Active developments are developments that have been approved, and construction of homes and infrastructure is currently underway. These developments include single-family homes and townhomes (**Map 21**). Reported here are the total number of units & lots comprising these developments, as well as the total number of units that are currently occupied. The total number of available units & lots is derived by subtracting the total units & lots from the occupied units. Available units & lots are further broken down into 4 categories:

1. Finished Vacant Units – Finished, move-in ready units with no occupants
2. Units Under Construction – Foundation/slab is poured but construction is incomplete
3. Vacant Developed Lots – Lots on a recorded plat with streets & utilities in place, ready for a home to be built
4. Future Units & Lots – Lots that are planned but are not yet fully developed with all infrastructure (streets, utilities, etc...)

Further, 5-year estimates for unit occupancy and availability were calculated based on estimated housing demand. This information was then utilized along with student yield figures from Table 11 to calculate the projected number of new school-

age children occupying these homes. The estimated school-age children derived in Tables 12A & 12B were factored into 5-year enrollment projections.

**Table 12C** reflects **future** housing developments in the district. Future developments are planned developments that have been submitted for consideration to the municipality for development approval. However, lots are not ready for homes to be constructed upon them. Future developments include single-family homes and townhomes (**Map 22**). Here again, estimates of school-age children occupying these homes were calculated based on current student yield rates. In this case, estimated students were not factored into the 5-year enrollment projections. However, they were included in the 10-year enrolment modeling estimates.

TABLE 12A: ACTIVE SINGLE-FAMILY HOME DEVELOPMENTS BY ELEMENTARY SCHOOL ATTENDANCE AREA

Attendance Area	Current						5-Year Estimates			
	Total Units & Lots	Occupied Units	Available Units & Lots	Finished Vacant Units	Units Under Construction	Vacant Developed Lots	Future Units & Lots	Additional Occupied Units	Available Units & Lots	Additional School-Age Children
Birch Lake	4	2	2	1	1	0	0	2	0	1
Hugo & Oneka	874	444	430	3	15	151	261	272	158	155
Lincoln	16	8	8	0	0	8	0	1	7	1
Otter Lake	139	46	93	5	6	43	39	67	26	22
Vadnais Heights	28	20	8	0	0	8	0	0	8	0
Willow Lane	30	24	6	0	1	5	0	0	6	0
Totals	1,091	544	547	9	23	215	300	342	205	179

TABLE 12B: ACTIVE TOWNHOME &amp; CONDO DEVELOPMENTS BY ELEMENTARY SCHOOL ATTENDANCE AREA

Attendance Area	Current						5-Year Estimates			
	Total Units & Lots	Occupied Units	Available Units & Lots	Finished Vacant Units	Units Under Construction	Vacant Developed Lots	Future Units & Lots	Additional Occupied Units	Available Units & Lots	Additional School-Age Children
Hugo & Oneka	625	382	243	2	1	136	104	150	93	39
Totals	625	382	243	2	1	136	104	150	93	39

\*Estimated school-age children in active developments were factored into WBL 5-Year enrollment projections along with resident births, retention rates, and market share

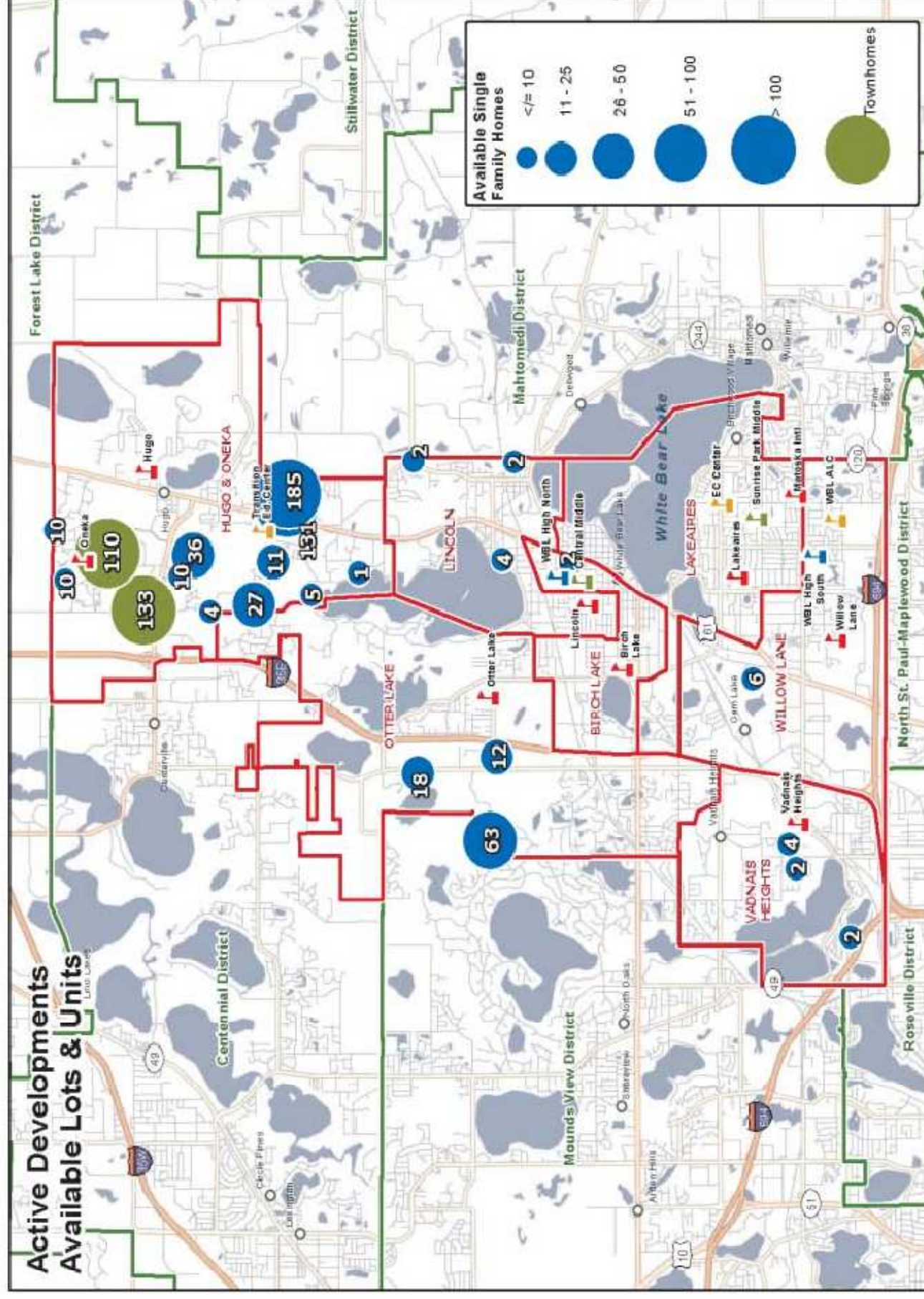
TABLE 12C: FUTURE DEVELOPMENTS BY ELEMENTARY SCHOOL ATTENDANCE AREA

Attendance Area	Total Single - Family Homes		Total Townhome/Duplex Units		Estimated School-Age Children
Hugo & Oneka	1,095		246		688
Lincoln	18		6		6
Otter Lake	29		30		13
Vadnais Heights	5		0		1
Willow Lane	32		0		11
<b>Totals</b>	<b>1,179</b>		<b>282</b>		<b>719</b>

\*Future developments are not yet approved and lots are not ready for homes to be constructed on them

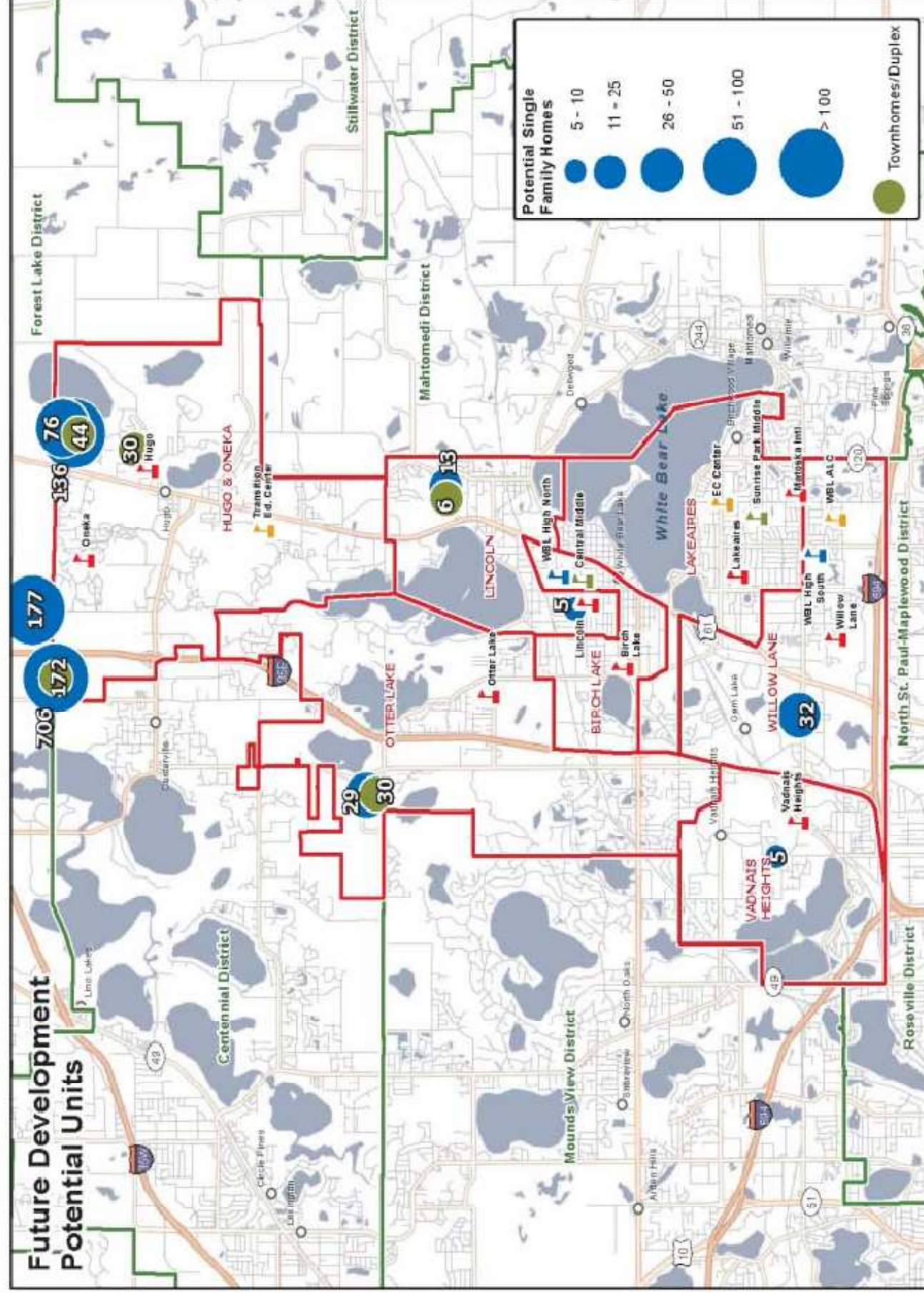
\*Estimated school-age children in future developments were NOT factored into WBL 5-year enrollment projections





Map 21: Active Developments – Available Lots & Units





## STUDENT SOCIOECONOMIC ANALYSIS

### *Key Findings 2017-2018 School Year*

#### **All K-12 Students (Table 13)**

- The overall racial/ethnic makeup was:
  - Asian 6.7%
  - Black 5.6%
  - Hispanic 5.8%
  - Native Am/Pac Islander 0.6%
  - Multiracial 7.6%
  - White 73.7%
- 23.5% of students qualified for free/reduced lunch
- 13.6% of students were special education students
- 3.5% of students were ELL Students
- Median Income was \$78,303

#### **Elementary School (K-5) Students**

- The overall racial/ethnic makeup was:
  - Asian 6.8%
  - Black 5.6%
  - Hispanic 5.6%
  - Native Am/Pac Islander 0.6%
  - Multiracial 8.5%
  - White 72.8%
- 24.1% of students qualified for free/reduced lunch
- 14.0% of students were special education students
- 5.4% of students were ELL Students
- Median Income was \$77,845

#### **Middle School (6-8) Students**

- The overall racial/ethnic makeup was:
  - Asian 6.2%
  - Black 6.6%
  - Hispanic 5.9%
  - Native Am/Pac Islander 0.6%
  - Multiracial 7.6%
  - White 73.0%
- 25.5% of students qualified for free/reduced lunch
- 14.2% of students were special education students
- 2.2% of students were ELL Students
- Median Income was \$78,268

#### **High School (9-12) Students**

- The overall racial/ethnic makeup was:
  - Asian 6.8%
  - Black 4.8%
  - Hispanic 6.0%
  - Native Am/Pac Islander 0.5%
  - Multiracial 6.1%
  - White 75.7%
- 21.2% of students qualified for free/reduced lunch
- 12.3% of students were special education students
- 1.5% of students were ELL Students
- Median Income was \$79,085

*It should be noted that the median household income values do not reflect the actual income of specific student households, but instead shows income based on the particular geographic region in which each student resides. In this case income data is summarized by census block groups.*



**TABLE 13: SOCIOECONOMIC ANALYSIS ALL K-12 STUDENTS**

Grade Level	Total Students	Asian	% Asian	Black	% Black	Hispanic	% Hispanic	Native Am or Pacific Islander	% Native Am or Pacific Islander	Multiracial	% Multiracial	White	% White
Elementary (K-5)	4,120	281	6.8%	232	5.6%	233	5.6%	25	0.6%	350	8.5%	3,000	72.8%
Middle (6-8)	1,842	114	6.2%	122	6.6%	109	5.9%	11	0.6%	141	7.6%	1,345	73.0%
High (9-12)	2,496	169	6.8%	119	4.8%	150	6.0%	13	0.5%	153	6.1%	1,891	75.7%
<b>Totals</b>	<b>8,458</b>	<b>564</b>	<b>6.7%</b>	<b>473</b>	<b>5.6%</b>	<b>492</b>	<b>5.8%</b>	<b>49</b>	<b>0.6%</b>	<b>644</b>	<b>7.6%</b>	<b>6,235</b>	<b>73.7%</b>

**TABLE 13: SOCIOECONOMIC ANALYSIS ALL K-12 STUDENTS**

Grade Level	Free or Reduced Lunch	% F/R Lunch	Spec Ed	% Spec Ed	ELL	% ELL	Median H.H. Income
Elementary (K-5)	993	24.1%	578	14.0%	223	5.4%	\$77,845
Middle (6-8)	469	25.5%	262	14.2%	40	2.2%	\$78,268
High (9-12)	529	21.2%	308	12.3%	37	1.5%	\$79,085
<b>Totals</b>	<b>1,991</b>	<b>23.5%</b>	<b>1,147</b>	<b>13.6%</b>	<b>300</b>	<b>3.5%</b>	<b>\$78,303</b>

## HISTORICAL ENROLLMENT TRENDS & FACILITY UTILIZATION ANALYSIS

### **Key Findings**

#### ***Between School Year 2010-2011 & 2017-2018***

- Overall enrollment grew 6.6% from 7,934 to 8,458 (**Table 14**)
- Elementary school (K-5) enrollment grew 12.5% from 3,662 to 4,120
- Middle school (6-8) enrollment grew 7.4% from 1,715 to 1,842
- High school (9-12) enrollment declined 2.4% from 2,557 to 2,496
- The overall average survival cohort was 100.6%
  - Elementary (K-5): 100.9%
  - Middle (6-8): 101.0%
  - High (9-12): 100.0%

- High (9-12): 64.6%
- Other (ALC & TEC): 38.3%

#### ***Mid-Target Facility Capacity & Utilization - Fall 2017-2018***

- Overall Mid-Target Facility Capacity was 10,800
- Overall Mid-Target Facility Utilization was 78.6% (**Map 23A**)
  - Elementary (K-5): 87.6%
  - Middle (6-8): 70.6%
  - High (9-12): 75.4%
  - Other (ALC & TEC): 46.9%

#### ***Max-Target Facility Capacity & Utilization - Fall 2017-2018***

- Overall Max-Target Facility Capacity was 12,250
- Overall Max-Target Facility Utilization was 69.3% (**Map 23B**)
  - Elementary (K-5): 80.5%
  - Middle (6-8): 60.5%

White Bear Lake Area Public Schools Historical Student Enrollment

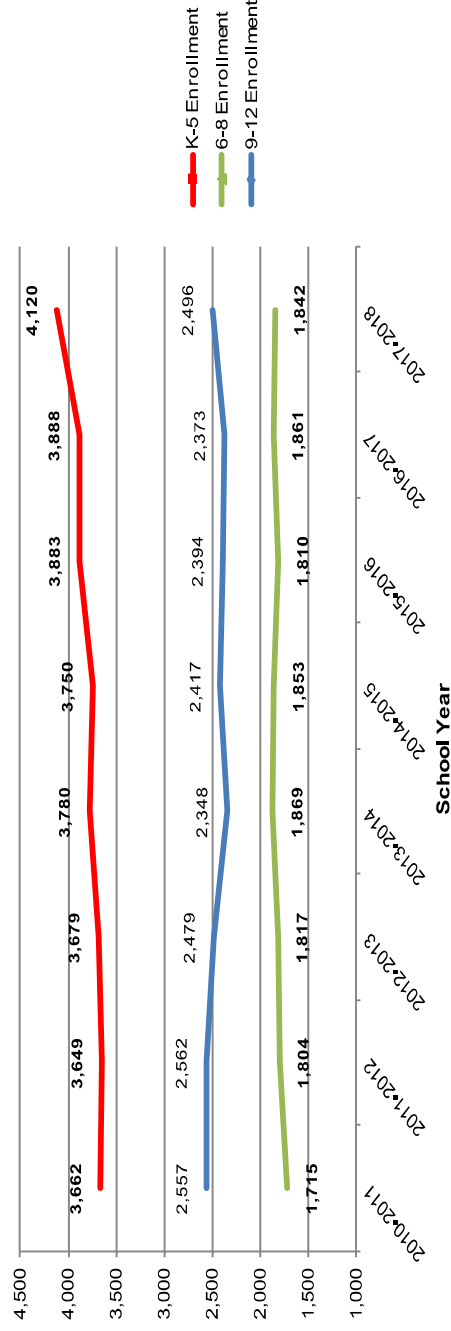
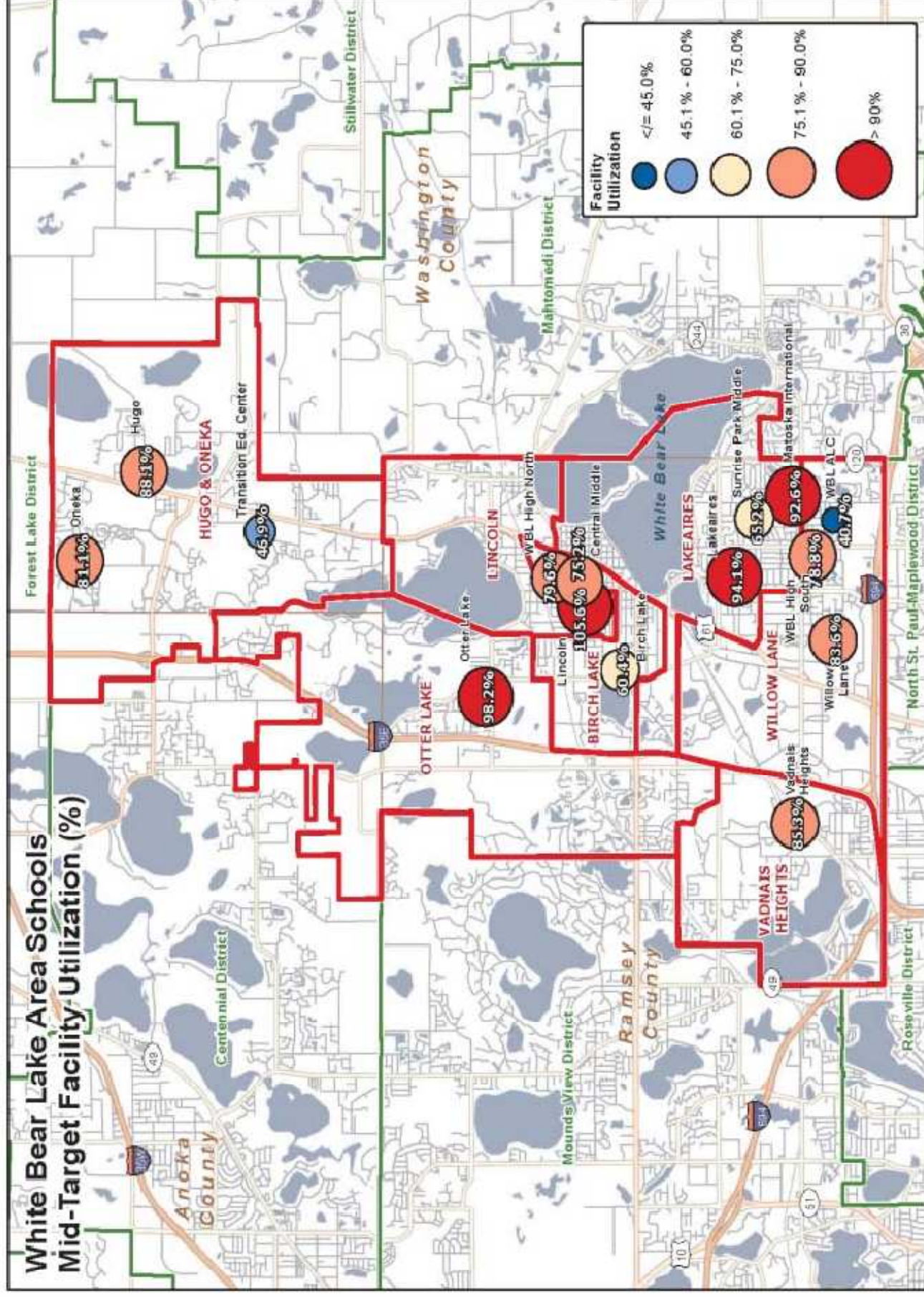


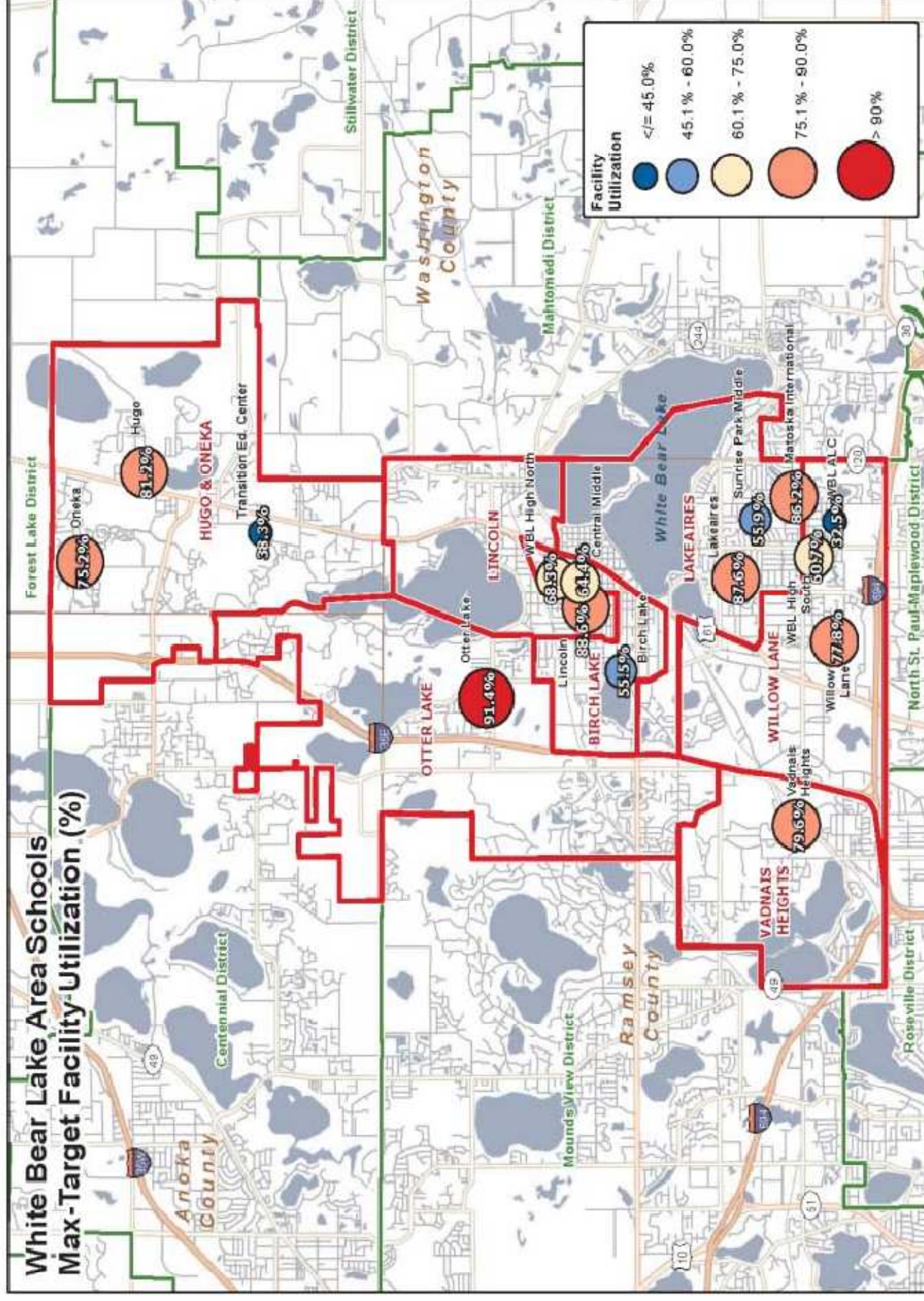
TABLE 14: WHITE BEAR LAKE AREA PUBLIC SCHOOLS HISTORICAL ENROLLMENT

Grade	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
K	578	630	634	680	660	647	634	677
1	570	596	624	662	660	679	556	637
2	668	542	592	612	666	662	692	665
3	619	667	550	606	616	680	694	712
4	581	622	670	553	603	617	674	722
5	646	592	609	667	545	598	638	707
6	535	654	604	603	645	563	615	633
7	575	541	670	606	603	652	578	636
8	605	609	543	660	605	595	668	573
9	575	641	612	544	648	596	610	672
10	648	588	624	599	561	636	577	618
11	644	666	587	625	594	568	640	579
12	690	667	656	580	614	594	546	627
<b>Total K - 5</b>	<b>3,662</b>	<b>3,649</b>	<b>3,679</b>	<b>3,780</b>	<b>3,750</b>	<b>3,883</b>	<b>3,888</b>	<b>4,120</b>
<b>Total 6 - 8</b>	<b>1,715</b>	<b>1,804</b>	<b>1,817</b>	<b>1,869</b>	<b>1,853</b>	<b>1,810</b>	<b>1,861</b>	<b>1,842</b>
<b>Total 9 - 12</b>	<b>2,557</b>	<b>2,562</b>	<b>2,479</b>	<b>2,348</b>	<b>2,417</b>	<b>2,394</b>	<b>2,373</b>	<b>2,496</b>
<b>Total K - 12</b>	<b>7,934</b>	<b>8,015</b>	<b>7,975</b>	<b>7,997</b>	<b>8,020</b>	<b>8,087</b>	<b>8,122</b>	<b>8,458</b>



Map 23A: 2017-2018 Mid-Target Facility Utilization %





Map 23B: 2017-2018 Max-Target Facility Utilization %



## MARKET SHARE ANALYSIS

### Key Findings

#### In Fall 2017-2018

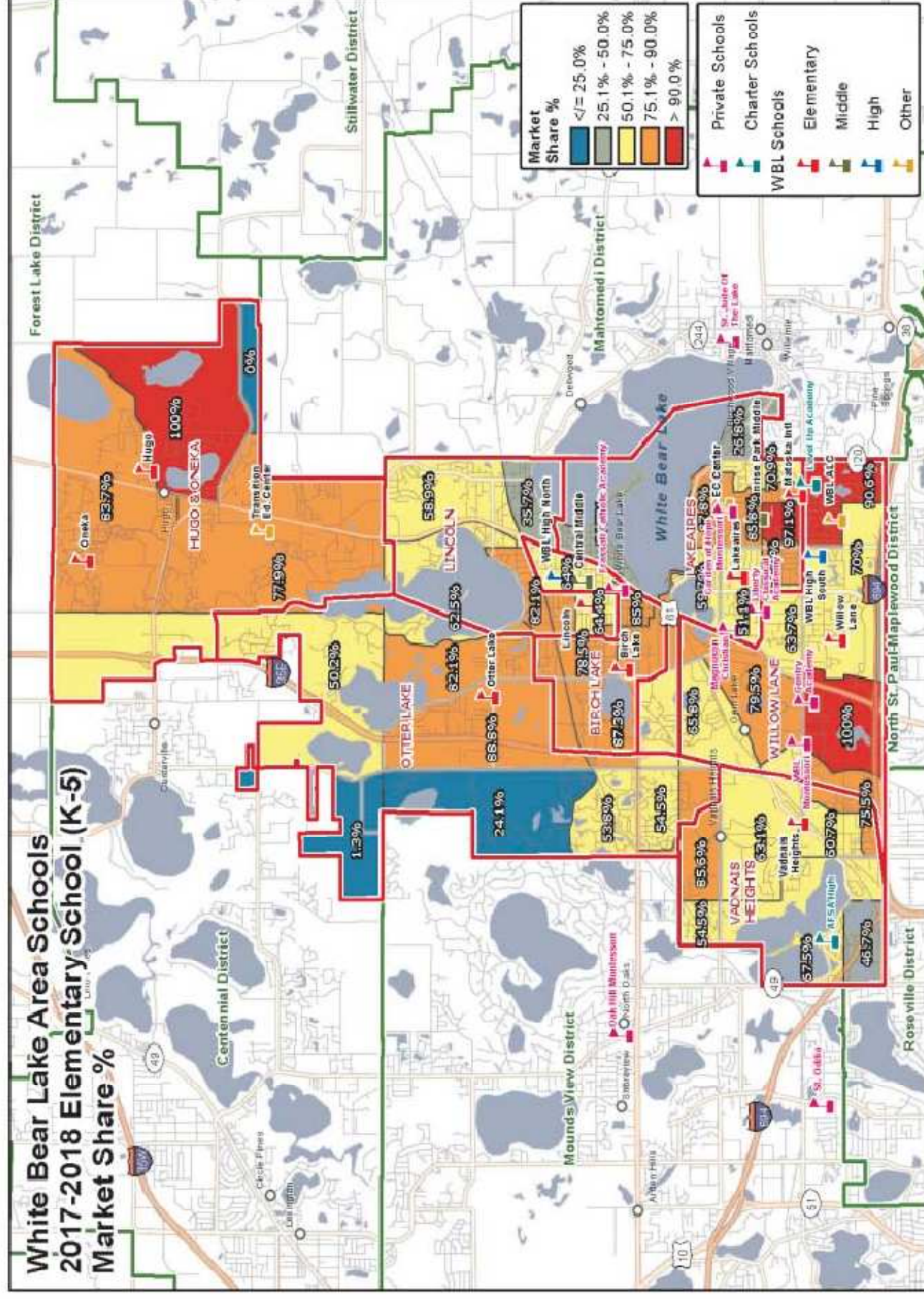
- Overall **Resident** K-12 district market share was 70% (**Table 15**)
  - Elementary (K-5): 3,633 (72% - **Map 24**)
  - Middle (6-8): 1,673 (66% - **Map 25**)
  - High (9-12): 2,162 (71% - **Map 26**)
- Approximately 11.7% (990) of students enrolled at White Bear Lake Area Schools are non-resident students
- Nearly 85% of non-resident students currently reside in the following school districts:
  - North St. Paul-Maplewood: 317 (32%)
  - St. Paul: 198 (20%)
  - Forest Lake: 139 (14%)
  - Centennial: 109 (11%)
  - Roseville: 40 (4%)
  - Mahtomedi: 30 (3%)
- Overall resident K-12 non-district market share was approximately 30%:
  - Open Enroll Out: 1,640 (15.5%)
  - Private/Home/Other School: 1,083 (10%)
  - Charter School: 460 (4.5%)
- 1,640 resident students open enrolled into another school district, and approximately 85% of these enrolled in the following school districts:
  - Mahtomedi: 471 (29%)
  - St. Paul: 227 (14%)
  - Mounds View: 162 (10%)
  - Centennial: 144 (8%)

- Roseville: 135 (8%)
  - Northeast Metro 916: 129 (8%)
  - North St. Paul 124: (8%)
- 1,083 resident students enrolled in a private school, were homeschooled, or enrolled in other school options (specific data on resident students enrolled in private, homeschool, and other school options is not available)
- 460 resident students enrolled in a charter school, and over 65% of these enrolled in the following charter schools:
  - Academy for Sciences & Agriculture: 83 (18%)
  - Level Up Academy: 58 (13%)
  - Lakes International Language Academy: 40 (9%)
  - MTCs Connections Academy: 37 (8%)
  - St. Croix Prep Academy: 22 (5%)
  - St. Paul Conservatory for Performing Artists: 17 (4%)

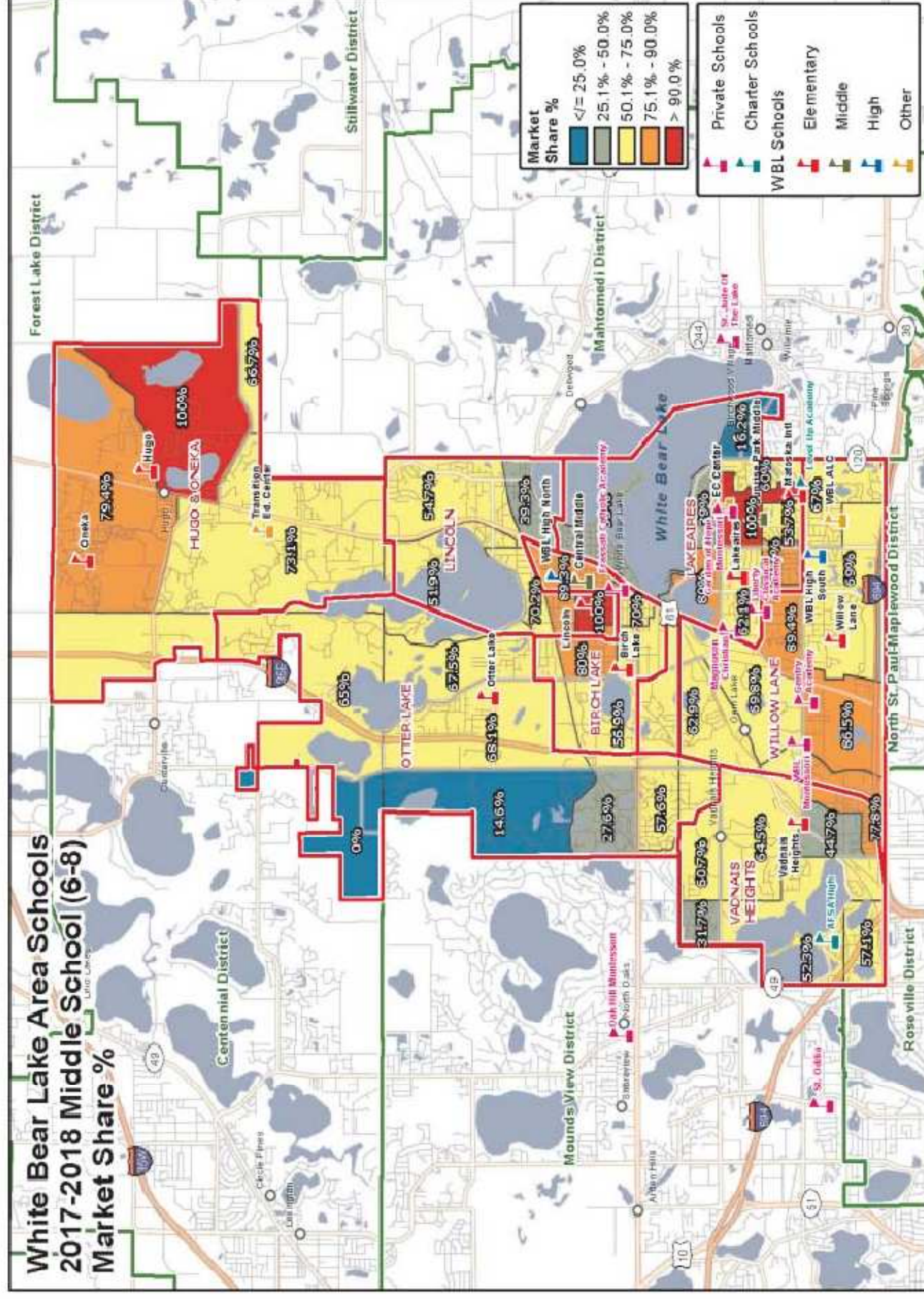
**TABLE 15: 2017-2018 RESIDENT STUDENT K-12 MARKET SHARE BY ATTENDANCE AREA**

Attendance Area	Resident Students	Market Share %
Birch Lake Elementary	278	72.0%
Hugo-Oneka Elementary	1,071	85.7%
Lakeaires Elementary	598	65.9%
Lincoln Elementary	307	70.6%
Otter Lake Elementary	453	57.9%
Vadnais Heights Elementary	371	65.8%
Willow Lane Elementary	555	75.8%
Central Middle	994	67.4%
Sunrise Park Middle	679	63.4%
White Bear Lake High	2,162	71.0%
<b>Totals</b>	<b>7,468</b>	<b>70.0%</b>

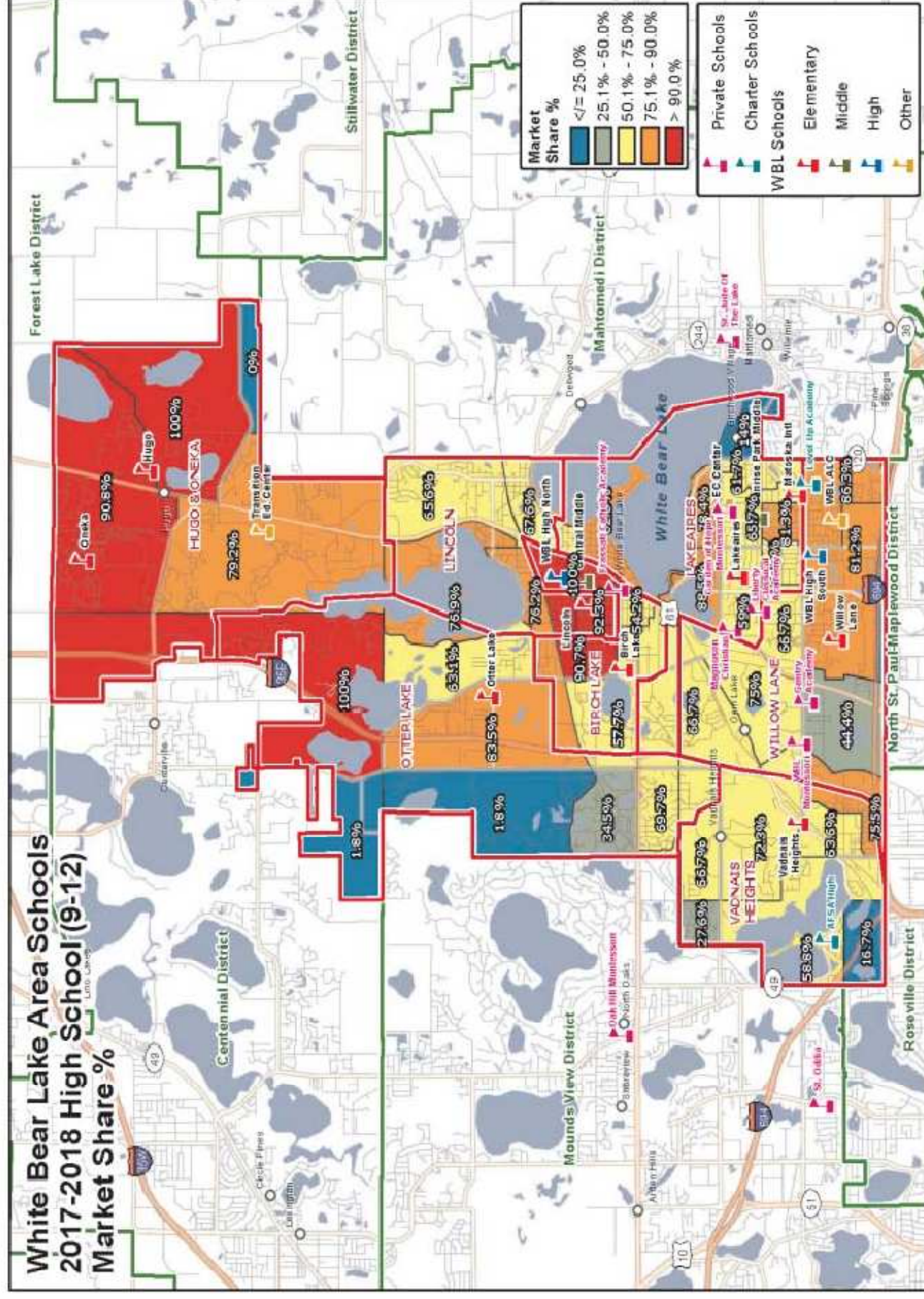
*Note: Overall market share figures include data from WBL ALC*











## **5-YEAR PROJECTED ENROLLMENT TRENDS & FACILITY UTILIZATION ANALYSIS**

### ***Methodology***

The following analysis presents 5-year, K-12 enrollment projections for the district. Five-year enrollment projections for kindergarten were derived by utilizing resident birth data obtained from the Minnesota Department of Health. Projected enrollments for grades 1 through 12 were then calculated by employing a cohort survival methodology. With this method, survival ratios were calculated based on historical student enrollments by dividing the total number of students per grade in a given year by the total number of students in the preceding grade in the previous year. An average of long-term and short-term survival ratios was then utilized to project future 1st through 12th graders. The total number of estimated dwelling types built, student yield per dwelling type, and market share were then factored into the final projections. Additional students from new housing developments were applied to grades K-5 only with the assumption that younger families would comprise the majority of new housing occupants (from Tables 12A & 12B above). These students were applied evenly across each grade. Market share values were based on current figures (Table 15).

### ***Key Findings - By School Year 2022-2023***

- Overall enrollment is projected to grow 5.8% from 8,458 to 8,948 (**Table 16**)
- Elementary school (K-5) enrollment is projected to decline 3.1% from 4,120 to 3,994
- Middle school (6-8) is projected to grow 16.9% from 1,842 to 2,153

- High school (9-12) is projected to grow 12.2% from 2,496 to 2,800 (*Includes WBL ALC*)
- Overall Mid-Target Facility Utilization is projected to be 82.9%
- Overall Max-Target Facility Utilization is projected to be 73.0%

Enrollment growth and decline will not be evenly distributed across the district, especially at the elementary school level. As housing development continues in the north part of the district, elementary schools in the area are projected to see an overall increase in enrollment – namely Hugo and Oneka Elementary Schools. However, enrolment declines are projected across the remaining elementary schools as declining birth rates will overcome any new growth and development that might occur there.

Growth is projected at both the middle and high school grade levels as the current wave of elementary students will advance in grade level. It is projected that overall middle school enrollment will peak in 2020-2021, while high school enrollment will most likely top out in 2024-2025.

***Please note that the 5-year enrollment projections reported here are based on the assumptions built into the analysis. Thus, we assume that current birth rate trends, retention rates, market share, and housing demand will remain consistent 5 years from now. Also, all facility utilization percentages were based on mid and max-target capacity figures for school year 2017-2018***



White Bear Lake Area Public Schools Projected Student Enrollment

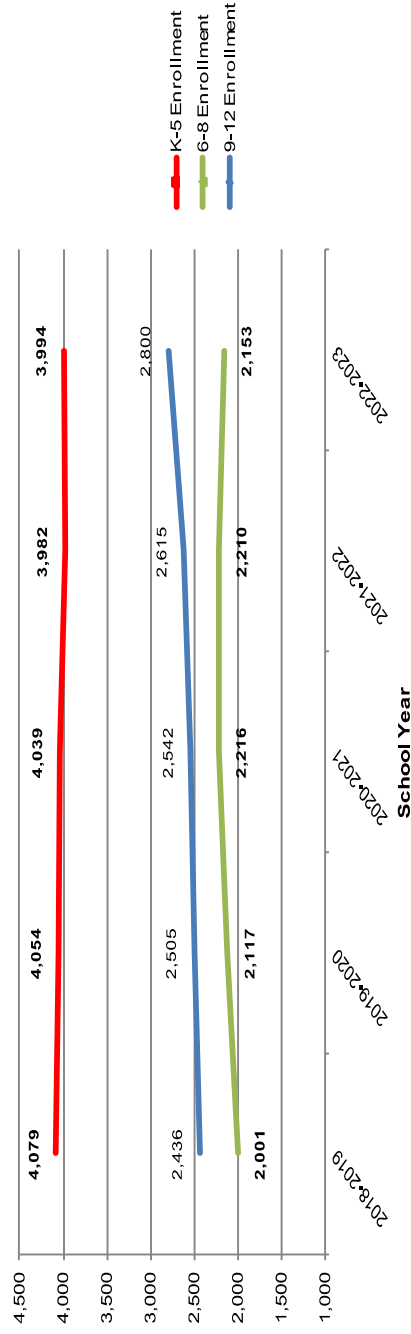


TABLE 16: PROJECTED ENROLLMENT

Grade	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
K	627	668	667	614	650
1	673	625	663	659	611
2	644	680	632	669	667
3	689	665	706	654	693
4	718	693	671	711	658
5	729	723	701	674	716
6	713	735	729	706	680
7	648	729	752	746	723
8	641	652	735	758	751
9	580	649	661	744	767
10	667	576	644	656	739
11	621	671	579	648	660
12	568	609	658	568	635
<b>Total K - 5</b>	<b>4,079</b>	<b>4,054</b>	<b>4,039</b>	<b>3,982</b>	<b>3,994</b>
<b>Total 6 - 8</b>	<b>2,001</b>	<b>2,117</b>	<b>2,216</b>	<b>2,210</b>	<b>2,153</b>
<b>Total 9 - 12</b>	<b>2,436</b>	<b>2,505</b>	<b>2,542</b>	<b>2,615</b>	<b>2,800</b>
<b>Total K - 12</b>	<b>8,517</b>	<b>8,676</b>	<b>8,797</b>	<b>8,807</b>	<b>8,948</b>

## **10-YEAR ENROLLMENT MODELING - METHODOLOGY**

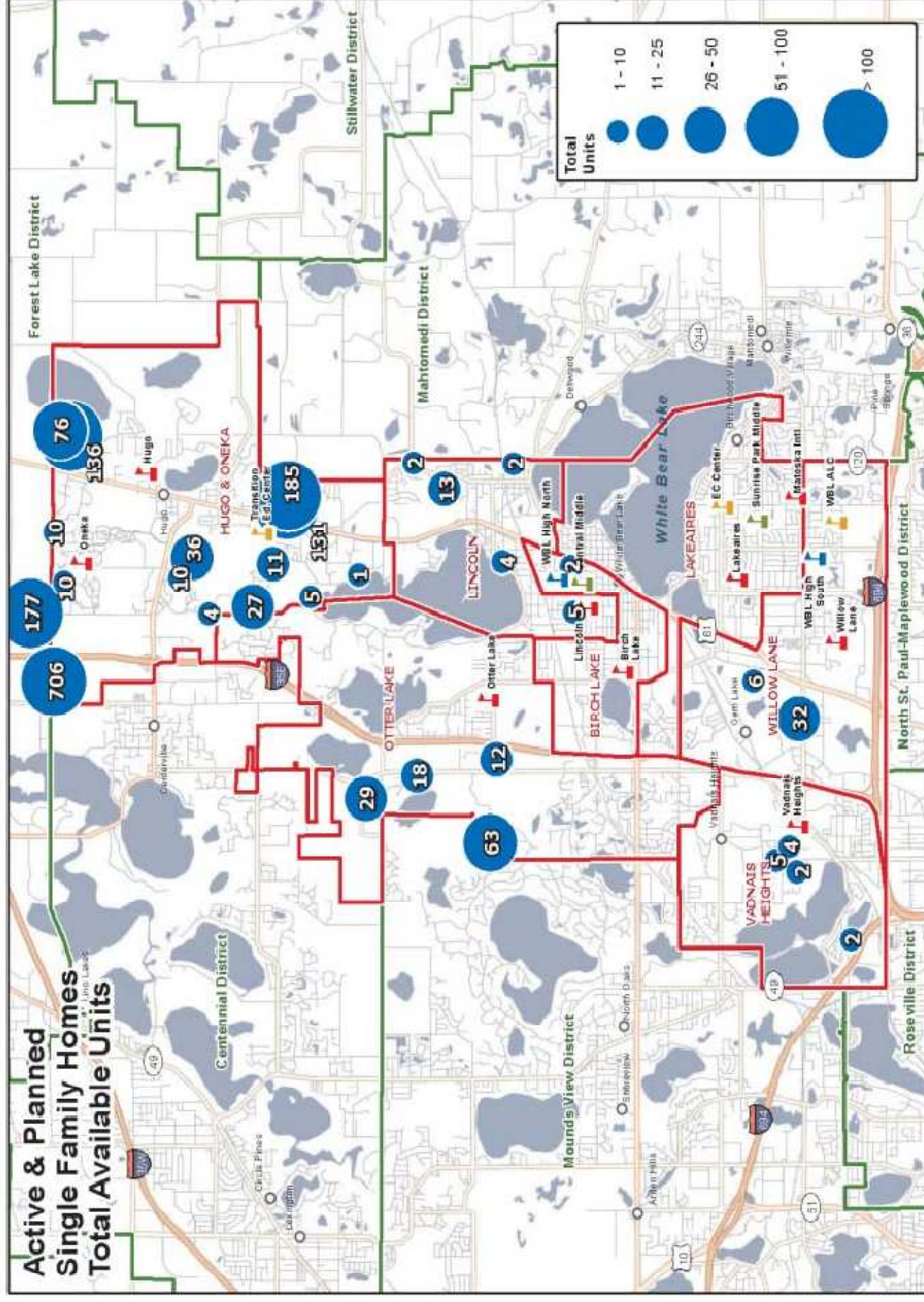
The following analysis presents an enrollment model for White Bear Lake Area Schools that reflects 10-year enrollment estimates based on an additional set of assumptions from the 5-year projection reported above. For this analysis we examine 5 different levels of future housing development and how each level might impact student enrollment and facility utilization going out 10 years. The 5 levels of housing development include:

1. **No Development Beyond 2022/2023** - Five-year modeled enrollment for 2018/2019 through 2022/2023 is the same as reported above. Modeled enrollment beyond 2022/2023 is based on current birth trends and retention rates only. This model acts as a basis for level 2
2. **100% Active & Future Housing Development** – Modeled enrollment is based on 100% build out of all active and planned future housing developments (*Active developments are those where home construction is currently underway. Future developments are those that have been submitted for consideration to the municipality for development approval - Maps 27 & 28*). This model acts as a basis for levels 3-5
3. **50% Agricultural Land Development** – Modeled enrollment is based on 50% of all agricultural land being developed (*Includes those areas classified as agricultural land in the north part of the district only – Map 29*)
4. **75% Agricultural Land Development** – Modeled enrollment is based on 75% of all agricultural land in the north part of the district being developed

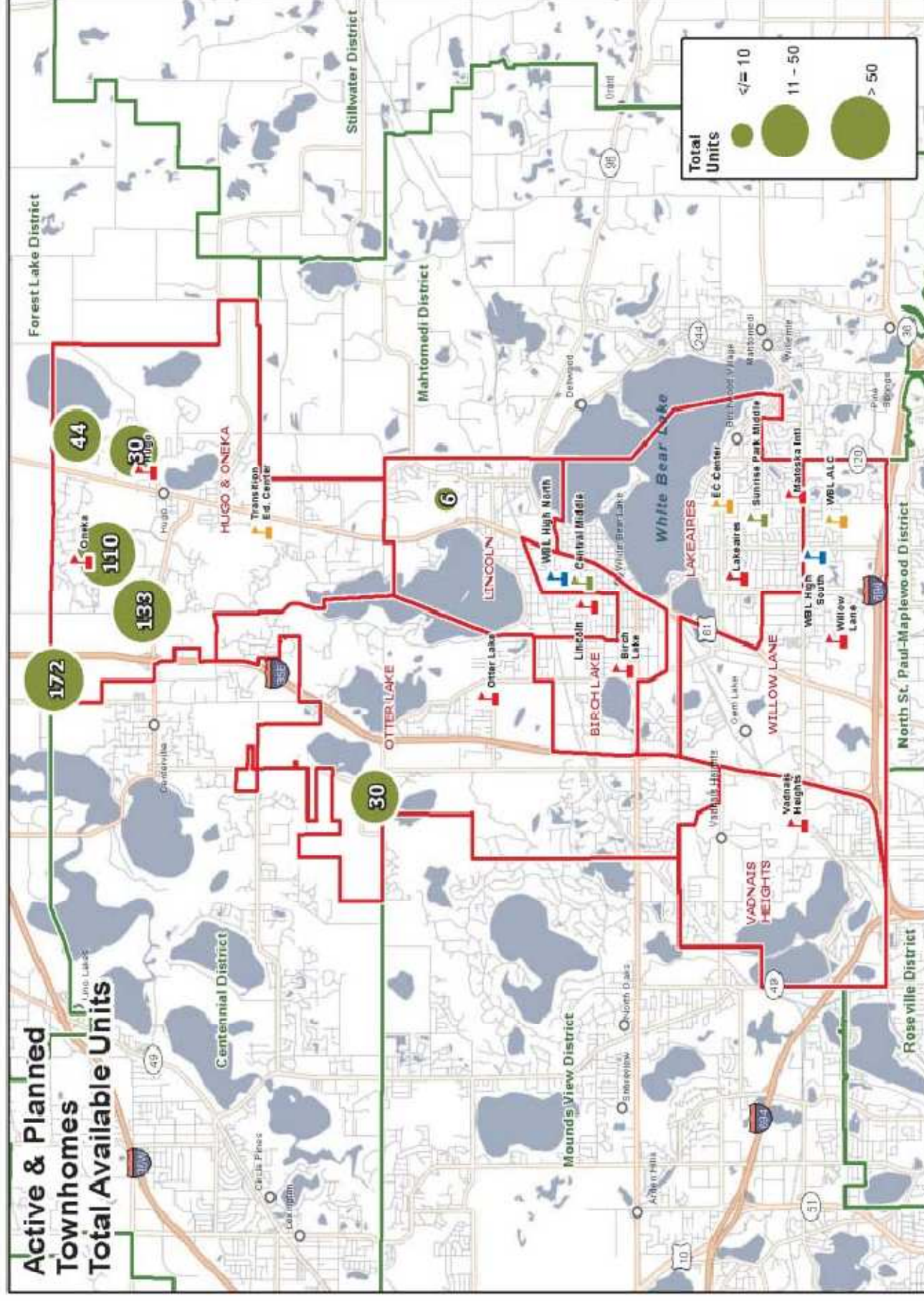
5. **100% Agricultural Land Development** – Modeled enrollment is based on 100% of all agricultural land in the north part of the district being developed

The following set of assumptions was utilized in the enrollment model:

- Student yields for new housing units were based on those reported for each attendance area (Table 11)
- Market share capture rates were based on those reported for each attendance area in the initial analysis IF they were greater than 75%. A market share capture rate of 75% was applied to those attendance areas currently below 75%. (Table 15 - reflects current market share rates first reported in the initial analysis)
- All newly developed agricultural land comprises 2 new housing units per acre where 75% of all new units are single-family homes and 25% are townhomes
- All new development begins in school-year 2019-2020
- Additional students are evenly distributed across each grade and the lower grades are populated first.

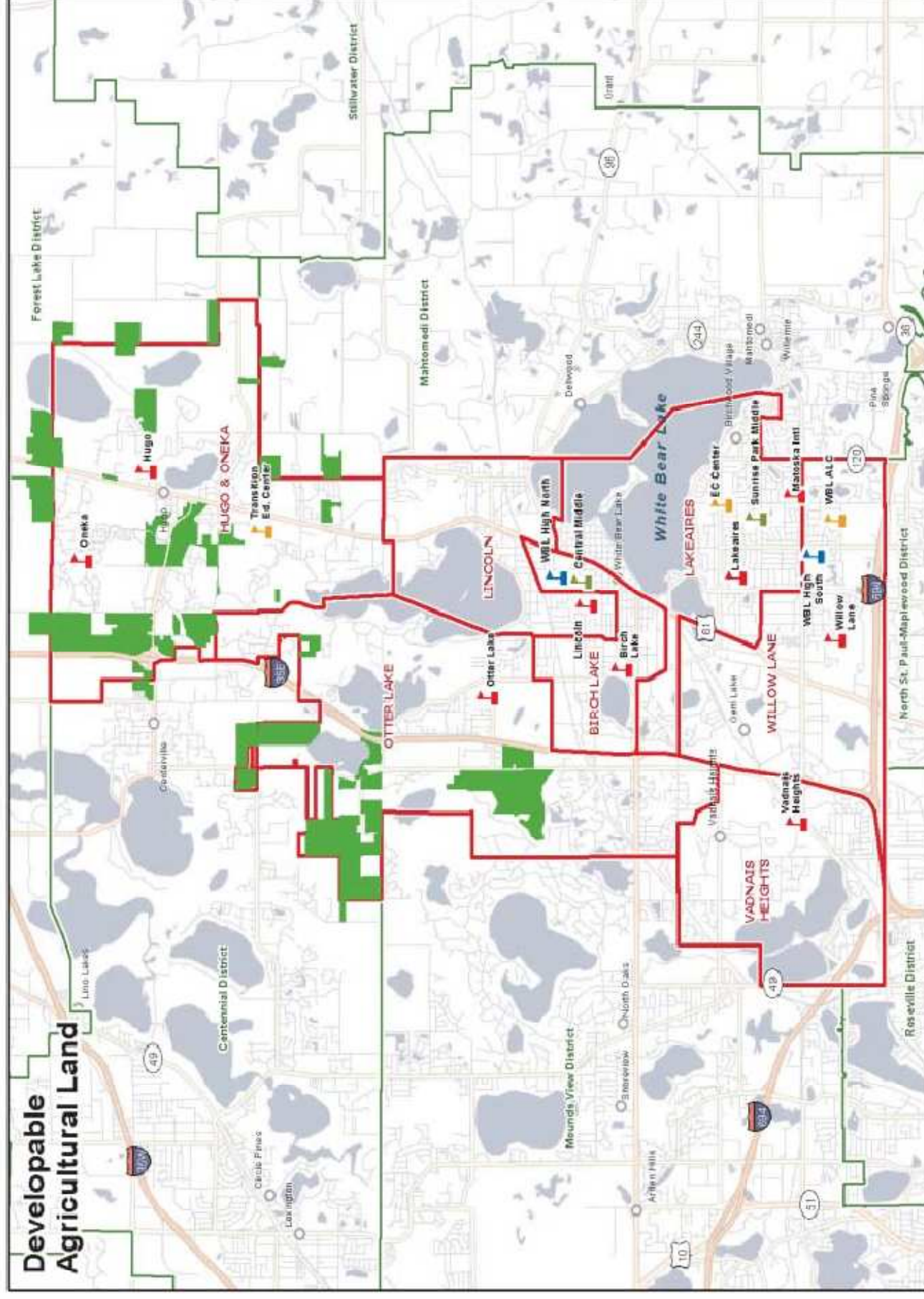






**Map 28: Current Active & Planned Townhome Developments – Total Available Units**





Map 29: Developable Agricultural Land



## **10-YEAR ENROLLMENT MODELING – DISTRICT-WIDE**

**Chart 1** reflects the outcome of all 5 levels of development described above. Please note that this analysis does not take into account housing turnover that will most-likely occur in the south part of the district over the next few years as generational turnover occurs. Nor does it estimate any change in open enrollment due to strategic decisions regarding grade level structure and facility location and development. The following analysis summarizes some of the key findings for each level of development.

### ***Level 1 - No Development Beyond 2022/2023***

#### ***Key Findings by School Year 2027/2028:***

- Overall enrollment is projected to grow 4.7% from 8,458 to 8,856
- Elementary school (K-5) enrollment is projected to decline 7.7% from 4,120 to 3,802
- Middle school (6-8) is projected to grow 17.8% from 1,842 to 2,170
- High school (9-12) is projected to grow 15.5% from 2,496 to 2,883 (*Includes WBL ALC & TEC*)
- Overall Mid-Target Facility Utilization (K-12) 82.0%
  - Elementary (K-5): 80.8%
  - Middle (6-8): 83.2%
  - High (9-12): 82.7%
- Overall Max-Target Facility Utilization (K-12) 72.3%
  - Elementary (K-5): 74.3%
  - Middle (6-8): 71.3%
  - High (9-12): 70.6%

### ***Level 2 - 100% Active & Future Housing Development***

#### ***Key Findings by School Year 2027/2028:***

- Overall enrollment is projected to grow 14.1% from 8,458 to 9,649
- Elementary school (K-5) enrollment is projected to grow 1.4% from 4,120 to 4,178
- Middle school (6-8) is projected to grow 27.6% from 1,842 to 2,350
- High school (9-12) is projected to grow 25.0% from 2,496 to 3,120 (*Includes WBL ALC & TEC*)
- Overall Mid-Target Facility Utilization (K-12) 89.3%
  - Elementary (K-5): 88.8%
  - Middle (6-8): 90.1%
  - High (9-12): 89.5%
- Overall Max-Target Facility Utilization (K-12) 78.8%
  - Elementary (K-5): 81.6%
  - Middle (6-8): 77.2%
  - High (9-12): 76.4%

### ***Level 3 - 50% Agricultural Land Development***

#### ***Key Findings by School Year 2027/2028:***

- Overall enrollment is projected to grow 23.1% from 8,458 to 10,416
- Elementary school (K-5) enrollment is projected to grow 1.4% from 4,120 to 4,532
- Middle school (6-8) is projected to grow 37.2% from 1,842 to 2,527
- High school (9-12) is projected to grow 34.5% from 2,496 to 3,356 (*Includes WBL ALC & TEC*)
- Overall Mid-Target Facility Utilization (K-12) 96.4%
  - Elementary (K-5): 96.3%
  - Middle (6-8): 96.8%

- High (9-12): 96.3%
- Overall Max-Target Facility Utilization (K-12) 85.0%
  - Elementary (K-5): 88.5%
  - Middle (6-8): 83.0%
  - High (9-12): 82.2%

#### **Level 4 - 75% Agricultural Land Development**

##### **Key Findings by School Year 2027/2028:**

- Overall enrollment is projected to grow 27.8% from 8,458 to 10,806
- Elementary school (K-5) enrollment is projected to grow 14.4% from 4,120 to 4,712
- Middle school (6-8) is projected to grow 42.1% from 1,842 to 2,617
- High school (9-12) is projected to grow 39.3% from 2,496 to 3,476 (*Includes WBL ALC & TEC*)
- Overall Mid-Target Facility Utilization (K-12) 100.1%
  - Elementary (K-5): 100.1%
  - Middle (6-8): 100.3%
  - High (9-12): 99.7%
- Overall Max-Target Facility Utilization (K-12) 88.2%
  - Elementary (K-5): 92.0%
  - Middle (6-8): 86.0%
  - High (9-12): 85.1%

#### **Level 5 - 100% Agricultural Land Development**

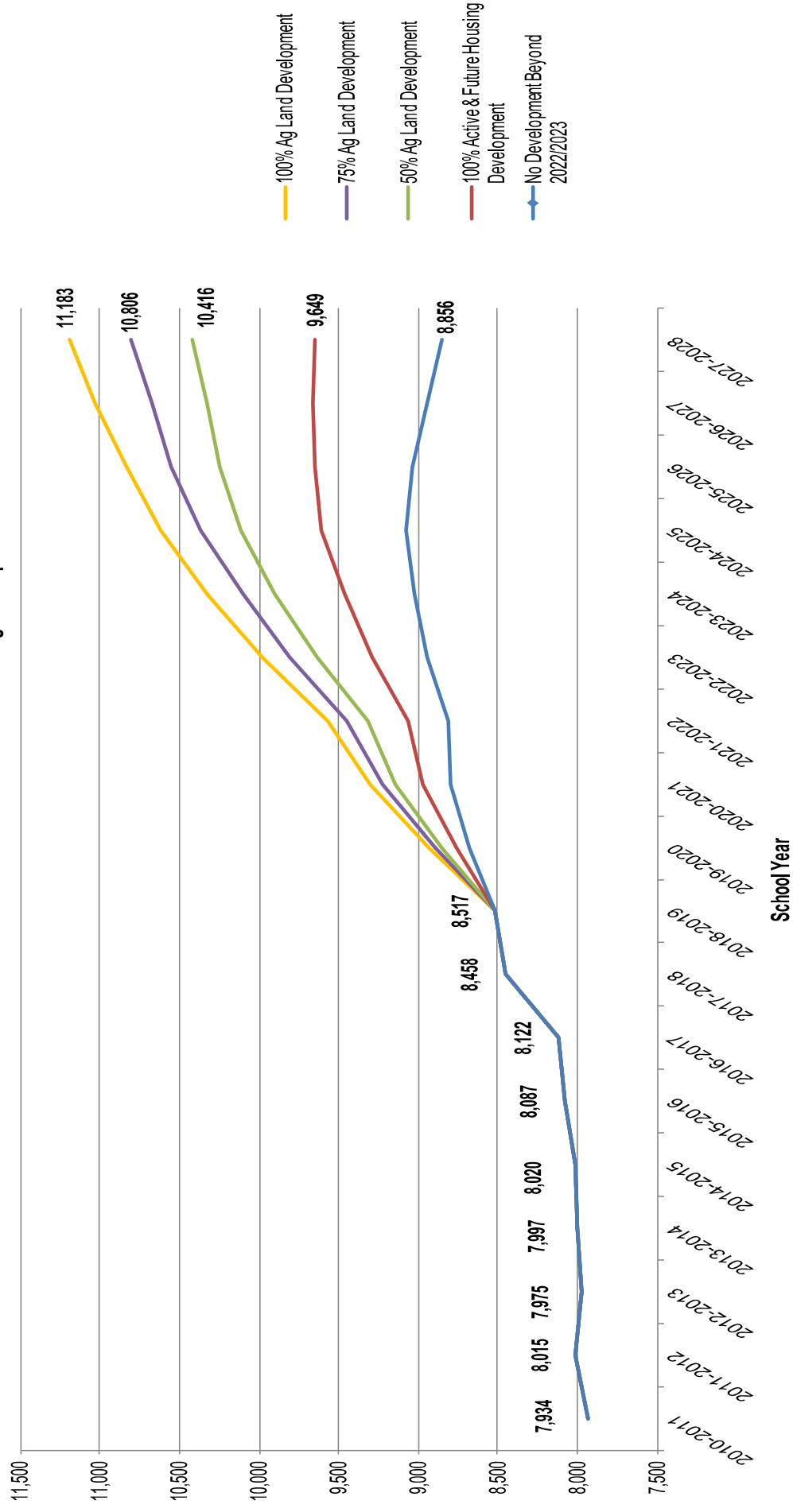
##### **Key Findings by School Year 2027/2028:**

- Overall enrollment is projected to grow 32.2% from 8,458 to 11,183
- Elementary school (K-5) enrollment is projected to grow 18.6% from 4,120 to 4,886

- Middle school (6-8) is projected to grow 46.8% from 1,842 to 2,704
- High school (9-12) is projected to grow 43.9% from 2,496 to 3,592 (*Includes WBL ALC & TEC*)
- Overall Mid-Target Facility Utilization (K-12) 103.5%
  - Elementary (K-5): 103.8%
  - Middle (6-8): 103.6%
  - High (9-12): 103.1%
- Overall Max-Target Facility Utilization (K-12) 91.3%
  - Elementary (K-5): 95.4%
  - Middle (6-8): 88.8%
  - High (9-12): 87.9%

**Note – All facility utilization percentages were based on mid and max-target capacity figures for school year 2017-2018**

**Chart 1: White Bear Lake K-12 Student Enrollment Modeling  
Based on Various Levels of Housing Development**



## **10-YEAR ENROLLMENT MODELING – SELECTED SCHOOLS**

Based on the above analysis there are 5 schools in the district that will account for most, and in many cases all of the enrollment growth by 2027-2028 (assuming that the current attendance area configuration remains the same 10 years from now). These schools include Hugo, Oneka, and Otter Lake Elementary Schools; Central Middle School, and White Bear Lake High School (North & South). The following analysis summarizes some of the key findings for each of these 5 schools.

### ***Hugo & Oneka Elementary Schools (Chart 2)***

#### ***Key Findings***

- At a minimum, overall enrollment is projected to grow 3.3% from 991 to 1,024
- At a maximum, overall enrollment is projected to grow 89.8% from 991 to 1,881
- At a minimum, mid/max target facility utilization is estimated to be: Hugo (122.8% / 69.0%), Oneka (113.2% / 64.0%)
- At a maximum, mid/max target facility utilization is estimated to be: Hugo (236.6% / 218.1%), Oneka (121.6% / 112.9%)

### ***Otter Lake Elementary School (Chart 3)***

#### ***Key Findings***

- At a minimum, overall enrollment is projected to decline 8.6% from 605 to 553
- At a maximum, overall enrollment is projected to grow 26.6% from 605 to 766

- At a minimum, mid/max target facility utilization is estimated to be: 89.8% / 83.5%
- At a maximum, mid/max target facility utilization is estimated to be: 124.4% / 115.7%

### ***Central Middle School (Chart 4)***

#### ***Key Findings***

- At a minimum, overall enrollment is projected to grow 19.4% from 1,060 to 1,266
- At a maximum, overall enrollment is projected to grow 69.5% from 1,060 to 1,797
- At a minimum, mid/max target facility utilization is estimated to be: 89.8% / 76.9%
- At a maximum, mid/max target facility utilization is estimated to be: 127.4% / 109.2%

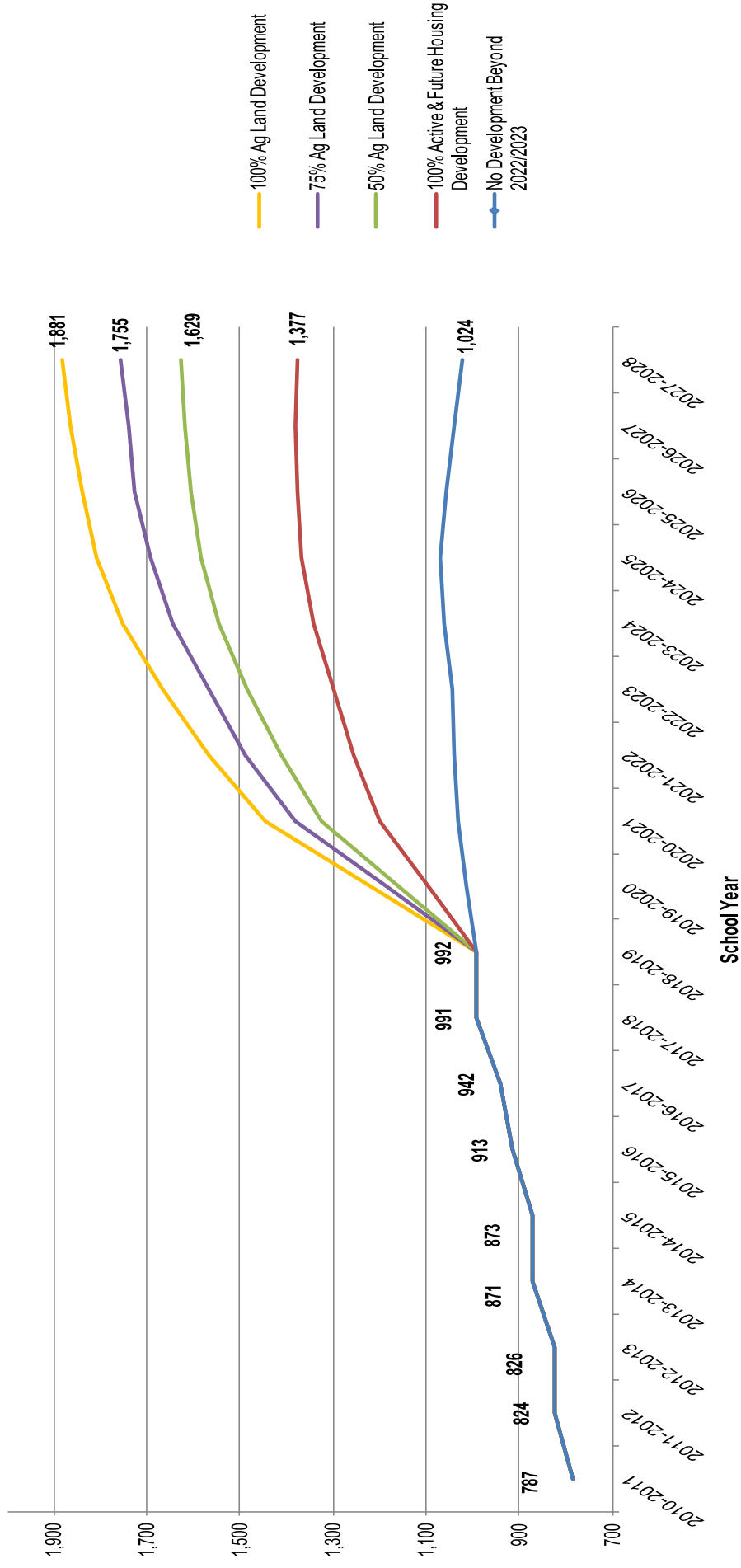
### ***WBL North & South High School (Chart 5)***

#### ***Key Findings***

- At a minimum, overall enrollment is projected to grow 16.6% from 2,368 to 2,761
- At a maximum, overall enrollment is projected to grow 46.5% from 2,368 to 3,470
- At a minimum, mid/max target facility utilization is estimated to be: North (88.8% / 86.4%), South (76.1% / 74.1%)
- At a maximum, mid/max target facility utilization is estimated to be: North (110.7% / 109.6%), South (94.9% / 93.9%)

- Level 1 - No Development Beyond 2022/2023: Projected Mid/Max Target Utilization - Hugo (122.8% / 113.2%), Oneka (69.0% / 64.0%)
- Level 2 - 100% Active & Future Housing Development: Projected Mid/Max Target Utilization - Hugo (169.8% / 156.5%), Oneka (90.7% / 84.1%)
- Level 3 - 50% Agricultural Land Development: Projected Mid/Max Target Utilization - Hugo (203.2% / 187.3%), Oneka (106.2% / 98.5%)
- Level 4 - 75% Agricultural Land Development: Projected Mid/Max Target Utilization - Hugo (219.2% / 202.7%), Oneka (113.9% / 105.7%)
- Level 5 - 100% Agricultural Land Development: Projected Mid/Max Target Utilization - Hugo (236.6% / 218.1%), Oneka (121.6% / 112.9%)

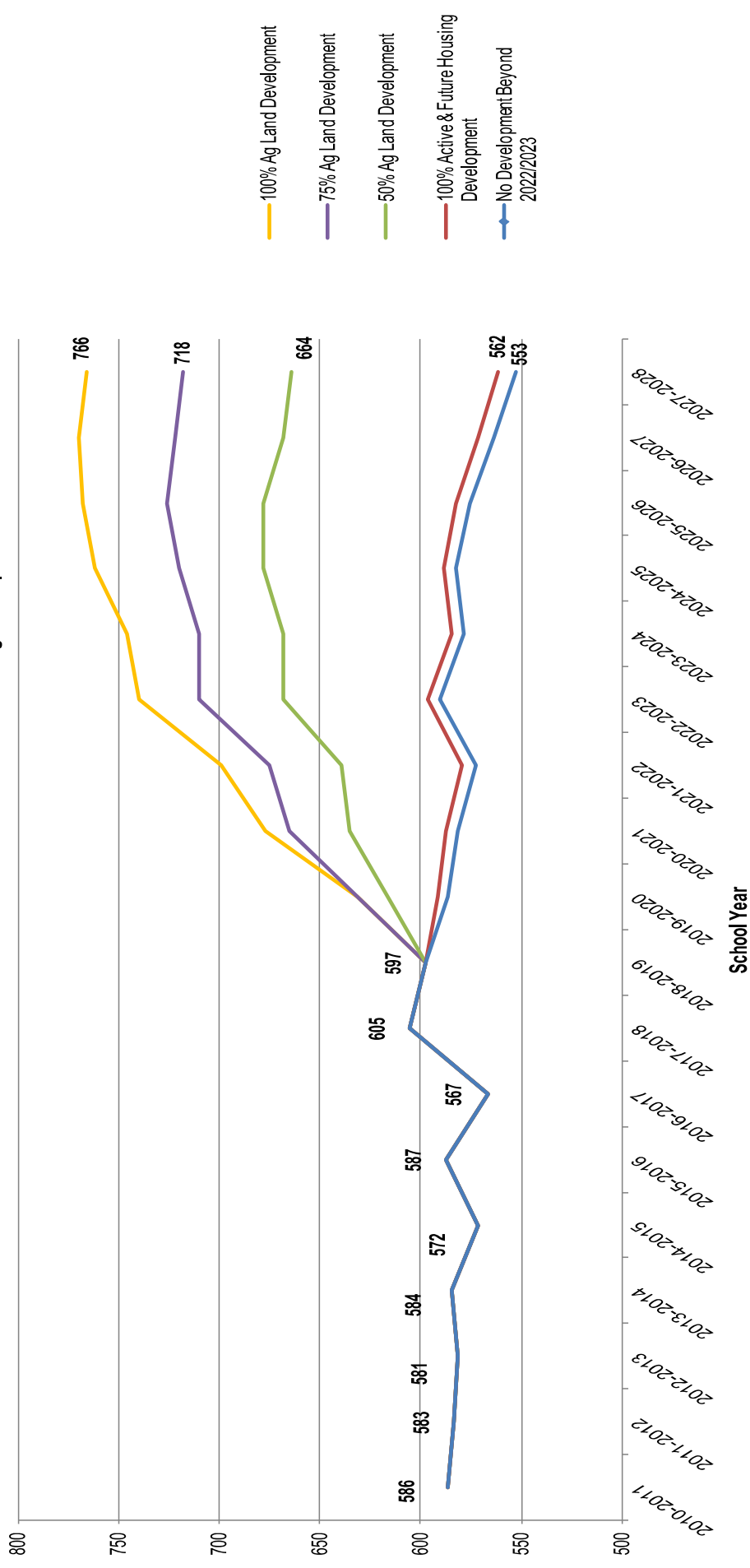
**Chart 2: Hugo & Oneka Elementary (K-5) Student Enrollment Modeling  
Based on Various Levels of Housing Development**





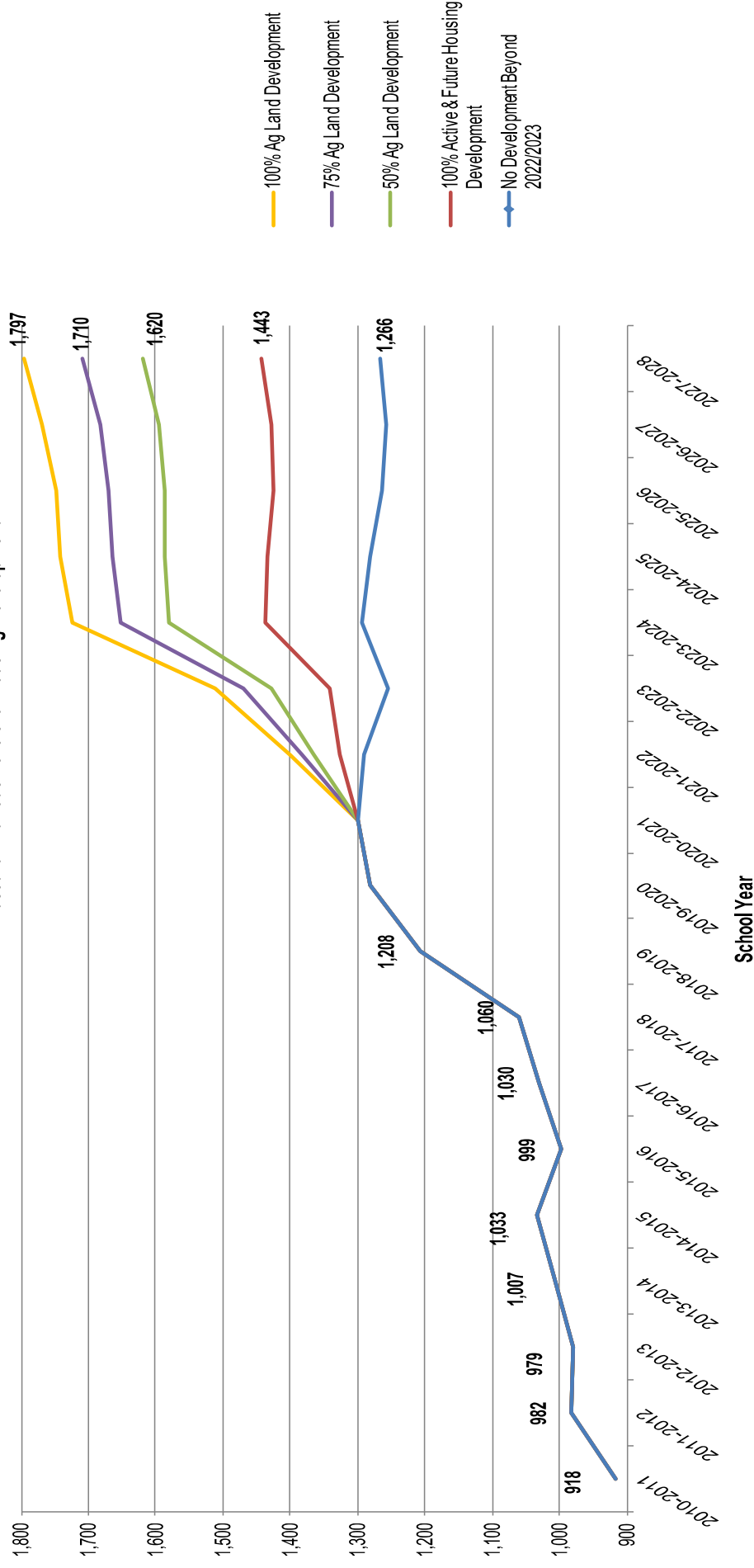
- Level 1 - No Development Beyond 2022/2023: Projected Mid/Max Target Utilization – Otter Lake (89.8% / 83.5%)
- Level 2 - 100% Active & Future Housing Development: Projected Mid/Max Target Utilization - Otter Lake (91.2% / 84.9%)
- Level 3 - 50% Agricultural Land Development: Projected Mid/Max Target Utilization - Otter Lake (107.8% / 100.3%)
- Level 4 - 75% Agricultural Land Development: Projected Mid/Max Target Utilization - Otter Lake (116.6% / 108.5%)
- Level 5 - 100% Agricultural Land Development: Projected Mid/Max Target Utilization - Otter Lake (124.4% / 115.7%)

**Chart 3: Otter Lake Elementary (K-5) Student Enrollment Modeling  
Based on Various Levels of Housing Development**



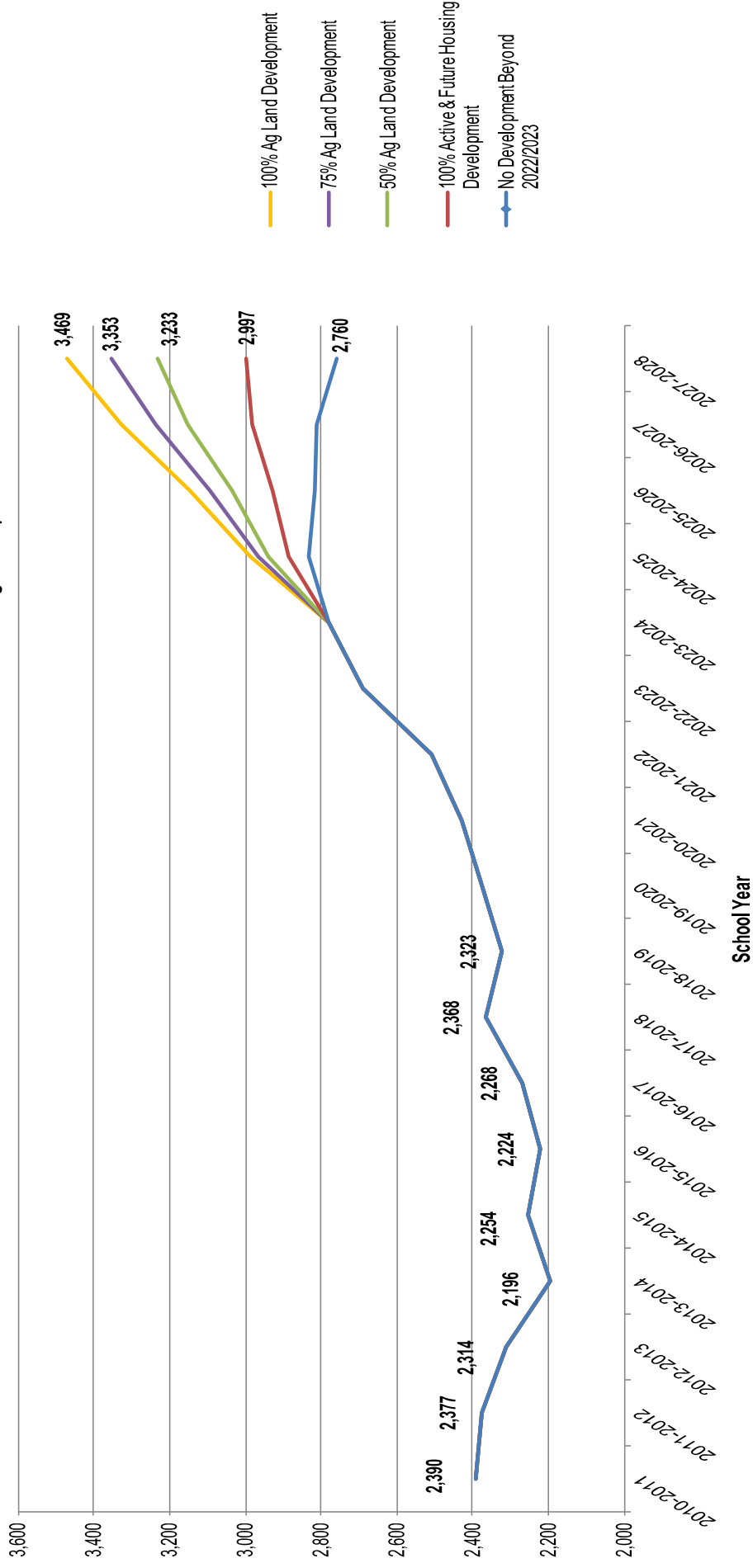
- Level 1 - No Development Beyond 2022/2023: Projected Mid/Max Target Utilization – Central (89.8% / 76.9%)
- Level 2 - 100% Active & Future Housing Development: Projected Mid/Max Target Utilization – Central (102.3% / 87.7%)
- Level 3 - 50% Agricultural Land Development: Projected Mid/Max Target Utilization - Central (114.9% / 98.5%)
- Level 4 - 75% Agricultural Land Development: Projected Mid/Max Target Utilization - Central (121.3% / 103.9%)
- Level 5 - 100% Agricultural Land Development: Projected Mid/Max Target Utilization - Central (127.4% / 109.2%)

**Chart 4: Central Middle School (6-8) Student Enrollment Modeling  
Based on Various Levels of Housing Development**



- Level 1 - No Development Beyond 2022/2023: Projected Mid/Max Target Utilization – North (188.8% / 86.4%), South (86.4% / 74.1%)
- Level 2 - 100% Active & Future Housing Development: Projected Mid/Max Target Utilization - North (96.1% / 94.2%), South (82.4% / 80.7%)
- Level 3 - 50% Agricultural Land Development: Projected Mid/Max Target Utilization - North (103.4% / 101.9%), South (88.6% / 87.3%)
- Level 4 - 75% Agricultural Land Development: Projected Mid/Max Target Utilization - North (107.1% / 105.8%), South (91.8% / 90.7%)
- Level 5 - 100% Agricultural Land Development: Projected Mid/Max Target Utilization - North (110.7% / 109.6%), South (94.9% / 93.9%)

**Chart 5: WBL North & South High School (9-12) Student Enrollment Modeling  
Based on Various Levels of Housing Development**



## **Appendix C:**

### **District-wide Capacity Analysis**



**Wold Architects and Engineers**  
332 Minnesota Street, Suite W2000  
Saint Paul, MN 55101  
woldae.com | 651 227 7773

# **WHITE BEAR LAKE AREA SCHOOLS**

## **2018 CAPACITY ANALYSIS**



**Independent School District #624**

October 5, 2018





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On behalf of Wold Architects and Engineers we would like to thank the Administration and Principals for their involvement in producing this study. We look forward to continuing the discussion on future program needs.

Sincerely,

Paul Aplikowski, AIA, LEED AP  
Partner

Sincerely,

Sal Bagley, AIA, LEED AP BD+C  
Associate

## **DISTRICT - OWNED FACILITIES**

### **Elementary Schools**

#### **Birch Lake Elementary School**

1616 Birch Lake Ave.  
White Bear Lake, MN 55110

#### **Hugo Elementary School**

14895 Francesca Ave.  
Hugo, MN 55038

#### **Lakeaires Elementary School**

3963 Van Dyke St.  
White Bear Lake, MN 55110

#### **Lincoln Elementary School**

1961 Sixth Street  
White Bear Lake, MN 55110

#### **Matoska International Elementary School**

2530 Spruce Place  
White Bear Lake, MN 55110

#### **Oneka Elementary School**

4888 Heritage Parkway North  
Hugo, MN 55038

#### **Otter Lake Elementary School**

1401 County Road H2  
White Bear Lake, MN 55110

#### **Vadnais Heights Elementary School**

3645 Centerville Road  
Vadnais Heights, MN 55127

#### **Willow Lane Elementary School**

3375 Willow Ave.  
White Bear Lake, MN 55110

### **Middle Schools**

#### **Sunrise Park Middle School**

2399 Cedar Ave.  
White Bear Lake, MN 55110

#### **Central Middle School**

4857 Bloom Ave.  
White Bear Lake, MN 55110

### **High Schools**

#### **White Bear Lake Area High School - North Campus**

5045 Division Ave.  
White Bear Lake, MN 55110

#### **White Bear Lake Area High School - South Campus**

3551 McKnight Road  
White Bear Lake, MN 55110

### **Other**

#### **Normandy Park Education Center**

2482 East County Road F  
White Bear Lake, MN 55110

#### **Transition Education Center**

13497 Fenway Blvd Ct N  
Hugo, MN 55038

#### **White Bear Lake Area Learning Center**

2449 Orchard Ln.  
White Bear Lake, MN 55110

#### **District Office**

4857 Bloom Ave.  
White Bear Lake, MN 55110



## **DEFINING BUILDING CAPACITY**

### **CAPACITY OVERVIEW**

Contrary to popular opinion, school buildings do not have a fixed capacity. In fact, they have a capacity based upon how an organization chooses to allocate use of space. As you allocate space for computer labs, special education or other support functions, this technically reduces the number of spaces (classrooms) available for capacity.

Typical practice for School Districts is to assign use of space in preparation for each upcoming school year. Therefore each year we can calculate capacity, and each year the capacity may change. This allocation of space dictates what spaces are available to provide capacity.

What follows is a methodology for determining capacities for your Elementary, Middle School and High School buildings.

- The Actual capacity diagrams are included in this Report. Each school has a 2018/19 capacity and also a “planning capacity.”
- The following pages describe the capacity calculation methodology, and assumptions as developed with your administrators.
- Typically cannot count more than 1 (one) gym station per 500 students.
- Typically cannot count more teaching stations than there are FTE of instructors for a given specialty (i.e. Industrial Technology, Music).
- Count only computer labs that are scheduled.



**CAPACITY CALCULATION: SAMPLE EXERCISE**

**KINDERGARTEN FULL DAY CAPACITY**

2 Classrooms x 20 Students/Classroom = 40 Student Capacity

KINDERGARTEN K	KINDERGARTEN K
-------------------	-------------------

**ELEMENTARY CAPACITY**

2 Classrooms x 24 Students/Classroom = 48 Student Capacity

ART	MUSIC	CLASSROOM ●	CLASSROOM ●
-----	-------	----------------	----------------

**SECONDARY CAPACITY**

**MIDDLE SCHOOL CAPACITY**

4 Teaching Stations x 28 Students/Teaching Station = 112 Students

x 83% Efficiency Factor = 93 Student Capacity

*(Middle School facilities can typically be scheduled between 75 and 85% efficiency)*

**HIGH SCHOOL CAPACITY**

4 Teaching Stations x 30 Students/Teaching Station = 120 Students

x 83% Efficiency Factor = 99 Student Capacity

*(H.S. can typically be scheduled between 80 and 90% efficiency)*

ART ●	MUSIC ●	CLASSROOM ●	CLASSROOM ●
----------	------------	----------------	----------------



## **CAPACITY CALCULATION ASSUMPTIONS**

### **Multiple “capacities” for each facility**

- 2018/19 capacity (based on plans for current utilization)
- Planning capacity (see details below)

### **Elementary Assumptions**

- K = 20 average class size.  
Kindergarten Range: 18-22
- Grades 1-5 = 24 average class size.
- Support spaces are not included in capacity counts:
  - Gymnasium
  - Media Center
  - (1) Music Classroom
  - (1) Additional Specialist Space (Music, Language) if enrollment is over 550 students
  - (1) Ensemble Room (not full-size)
  - (1) Language Classroom (Spanish or Chinese)
  - (1) Cross-Categorical Special Education Room (full size room or equivalent space only plus small spaces as appropriate)
    - (2) rooms required when enrollment is over ~625 students
  - (1) English Language (or equivalent space)
  - (1) Intervention Room
    - (2) Intervention Rooms needed at Willow Lane
  - (1) Multipurpose Lab
- Center-Based Special Ed. (Cluster Programs)  
(13) Rooms assigned District-wide at Elementary
- Preschool Programming  
(19) Rooms assigned District-wide
- (2) Explorations Program rooms assigned at Lincoln

### **Middle School Assumptions**

- Grades 6-8 = 28 average class size/teaching station.
- Middle level efficiency typically 75%-85% before real “pain”
- Current offerings/schedule should allow for 83-85% efficiency for planning capacity

### **High School Assumptions**

- Grades 9-12 = 30 average class size/teaching station.
- High School Efficiency typically 80-90% before real “pain” (e.g. teaching math in a gym)
- Current offerings/schedule should allow for 83% efficiency for planning capacity
- ALC = 18 average class size/teaching station.





## District-Wide Capacity Summary

<u>ELEMENTARY CAPACITY</u>		2018/2019 Capacity	Center Based	Early Childhood	Deficiencies	Other Potential	Planning Capacity	Oct. 1, 2018 Enrollment		
Birch Lake Elementary	K-5	280	4	3	1	1	448	288		
Hugo Elementary	K-1	328	0	4	0	1	448	333		
Lakeaires Elementary	K-5	396	1	1	1	0	420	390		
Lincoln Elementary	K-5	468	1	0	1	0	468	469		
Matoska International Elementary	K-5	580	0	0	3	0	508	586		
Oneka Elementary	2-5	624	1	0	0	2	696	666		
Otter Lake Elementary	K-5	580	5	1	0	0	724	590		
Vadnais Heights Elementary	K-5	420	1	1	1	0	444	403		
Willow Lane Elementary	K-5	420	0	0	1	0	396	393		
<b>Total</b>	<b>K-5</b>	<b>4,096</b>					<b>4,552</b>	<b>4,118</b>		
Less Center Based Spaces:							312			
Less Early Childhood Spaces:							240			
Less Deficiencies:							(192)			
<b>Total Planning Capacity</b>							<b>4,192</b>	<b>4,118</b>	<b>98%</b>	
<b>Excess Capacity (Over Capacity)</b>		<b>(22)</b>					<b>74</b>			

<u>MIDDLE SCHOOL CAPACITY</u>		2018/2019 Capacity					Planning Capacity	Oct. 1, 2018 Enrollment	2018/2019 Capacity	Open Seats
Central Middle School	6-8	1,095					1,095	1,142	104%	(47)
Sunrise Park Middle School	6-8	837					860	830	97%	30
<b>Total</b>	<b>6-8</b>	<b>1,931</b>					<b>1,955</b>	<b>1,972</b>	<b>101%</b>	<b>(17)</b>
Less Center Based Spaces:							0			
<b>Excess Capacity (Over Capacity)</b>		<b>(41)</b>					<b>(17)</b>			

<u>HIGH SCHOOL CAPACITY</u>		2018/2019 Capacity					Planning Capacity	Oct. 1, 2018 Enrollment	2018/2019 Capacity	Open Seats
White Bear Lake Area HS - North Campus	9-10	1,270					1,270	1,242	98%	28
White Bear Lake Area HS - South Campus	11-12	1,270					1,295	1,117	86%	153
ALC	9-12	134					134	129	96%	5
<b>Total</b>	<b>9-12</b>	<b>2,674</b>					<b>2,699</b>	<b>2,488</b>	<b>92%</b>	<b>186</b>
Less Center Based Spaces:							0			
<b>Excess Capacity (Over Capacity)</b>		<b>186</b>					<b>211</b>			
<b>District Wide Total</b>		<b>124</b>					<b>268</b>			



## ADJUSTED CAPACITY ANALYSIS

### Birch Lake Elementary (Grades K-5)

Kindergartens: 2

First - Fifth Grade: 10

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 2 x 20 = 40  
Classes 1-5 10 x 24 = 240  
**Total Adjusted Capacity 280 Students**

**Total Gross Square Footage: 67,781 SF**

## PLANNING CAPACITY ANALYSIS

### Birch Lake Elementary (Grades K-5)

Kindergartens: 2

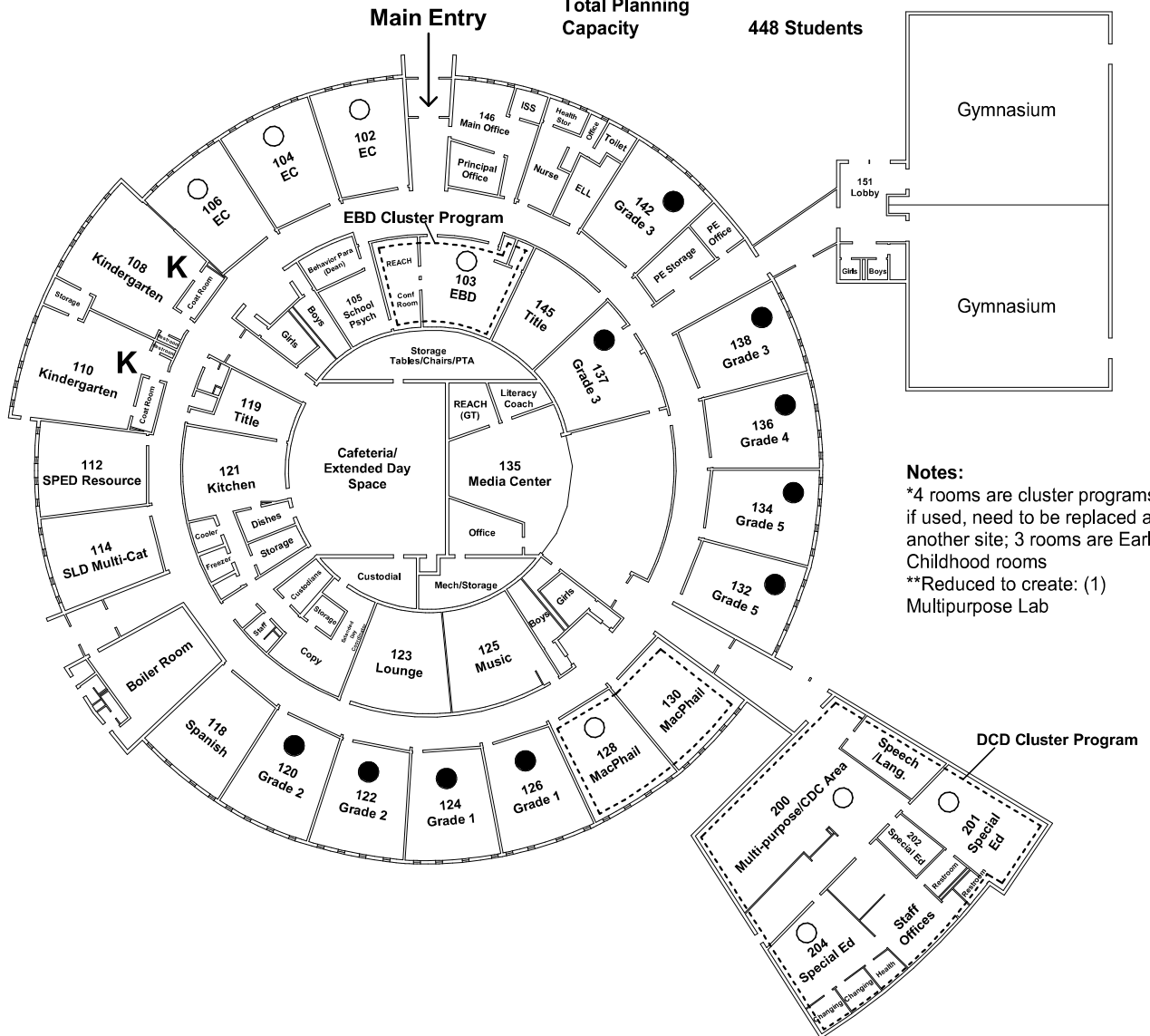
First - Fifth Grade: 10

Potential: 8\*

Deficiencies: 1\*\*

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 2 x 20 = 40  
Classes 1-5 10 x 24 = 240  
Potential 8 x 24 = 192  
Deficiencies -1 x 24 = -24  
**Total Planning Capacity 448 Students**

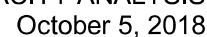


### Notes:

\*4 rooms are cluster programs - if used, need to be replaced at another site; 3 rooms are Early Childhood rooms

\*\*Reduced to create: (1) Multipurpose Lab

## BIRCH LAKE ELEMENTARY - MAIN LEVEL FLOOR PLAN





## ADJUSTED CAPACITY ANALYSIS

### Lakeaires Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 14

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 14 x 24 = 336

**Total Adjusted Capacity 396 Students**

**Total Gross Square Footage: 86,969 SF**

## PLANNING CAPACITY ANALYSIS

### Lakeaires Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 14

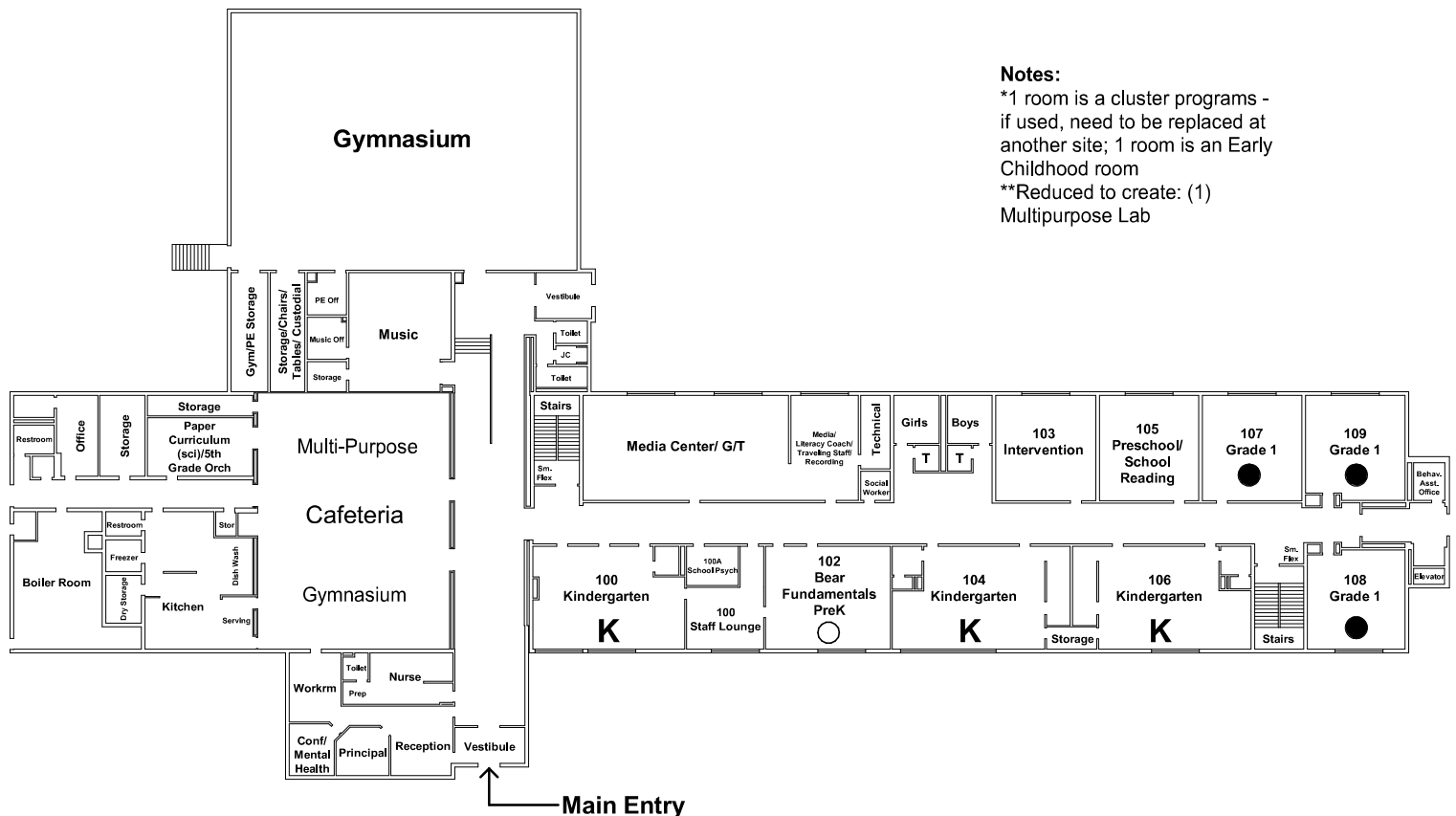
Potential: 2\*

Deficiencies: 1\*\*

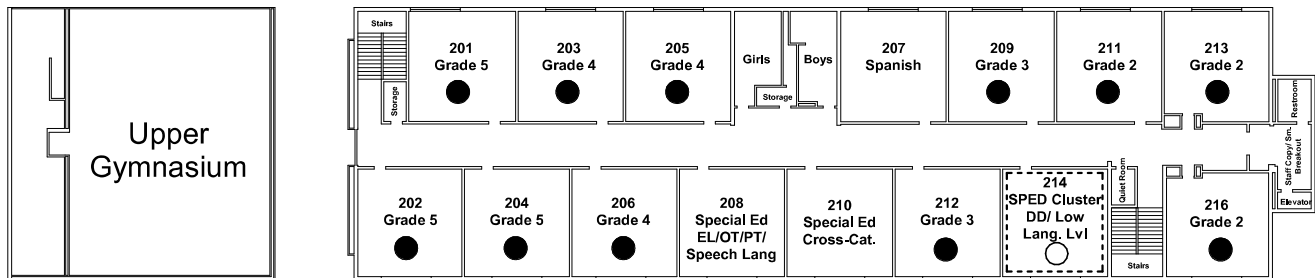
(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 14 x 24 = 336  
Potential 2 x 24 = 48  
Deficiencies -1 x 24 = -24

**Total Planning Capacity 420 Students**



## LAKEAIRES ELEMENTARY - MAIN LEVEL FLOOR PLAN



## LAKEAIRES ELEMENTARY - SECOND LEVEL FLOOR PLAN





## ADJUSTED CAPACITY ANALYSIS

### Lincoln Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 17

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total:	Kindergarten	3 x 20 = 60
	Classes 1-5	17 x 24 = 408
	<b>Total Adjusted Capacity</b>	<b>468 Students</b>

**Total Gross Square Footage:** 59,928 SF

## PLANNING CAPACITY ANALYSIS

### Lincoln Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 17

Potential: 1\*

Deficiencies: 1\*\*

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total:	Kindergarten	3 x 20 = 60
	Classes 1-5	17 x 24 = 408
	Potential	1 x 24 = 24
	Deficiencies:	-1 x 24 = -24
	<b>Total Planning Capacity</b>	<b>468 Students</b>

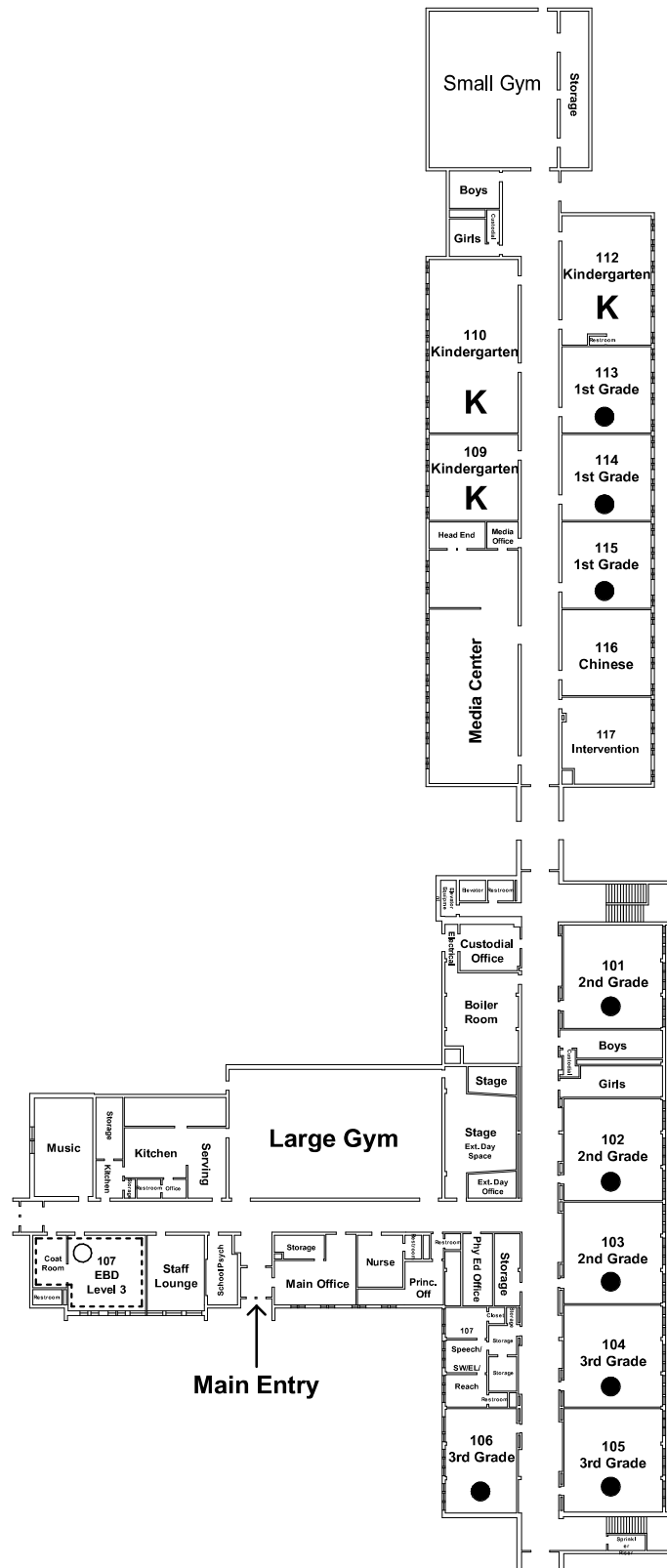
### Notes:

\*1 room is a cluster program - if used, need to be replaced at another site

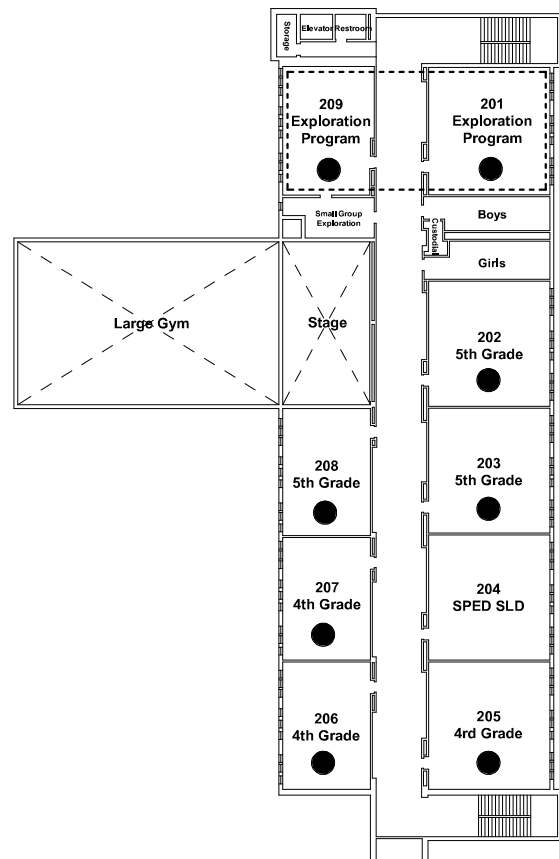
\*\*Reduced to create: (1) Multipurpose Lab

2 rooms are used for District-wide Explorations Program

No separate Gym - doubles as Cafeteria



## LINCOLN ELEMENTARY - MAIN LEVEL FLOOR PLAN



## LINCOLN ELEMENTARY - SECOND LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

### Matoska International Elementary (Grades K-5)

Kindergartens: 5

First - Fifth Grade: 20

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 5 x 20 = 100  
Classes 1-5 20 x 24 = 480  
**Total Adjusted Capacity 580 Students**

**Total Gross Square Footage: 71,485 SF**

## PLANNING CAPACITY ANALYSIS

### Matoska International Elementary (Grades K-5)

Kindergartens: 5

First - Fifth Grade: 20

Potential: 0

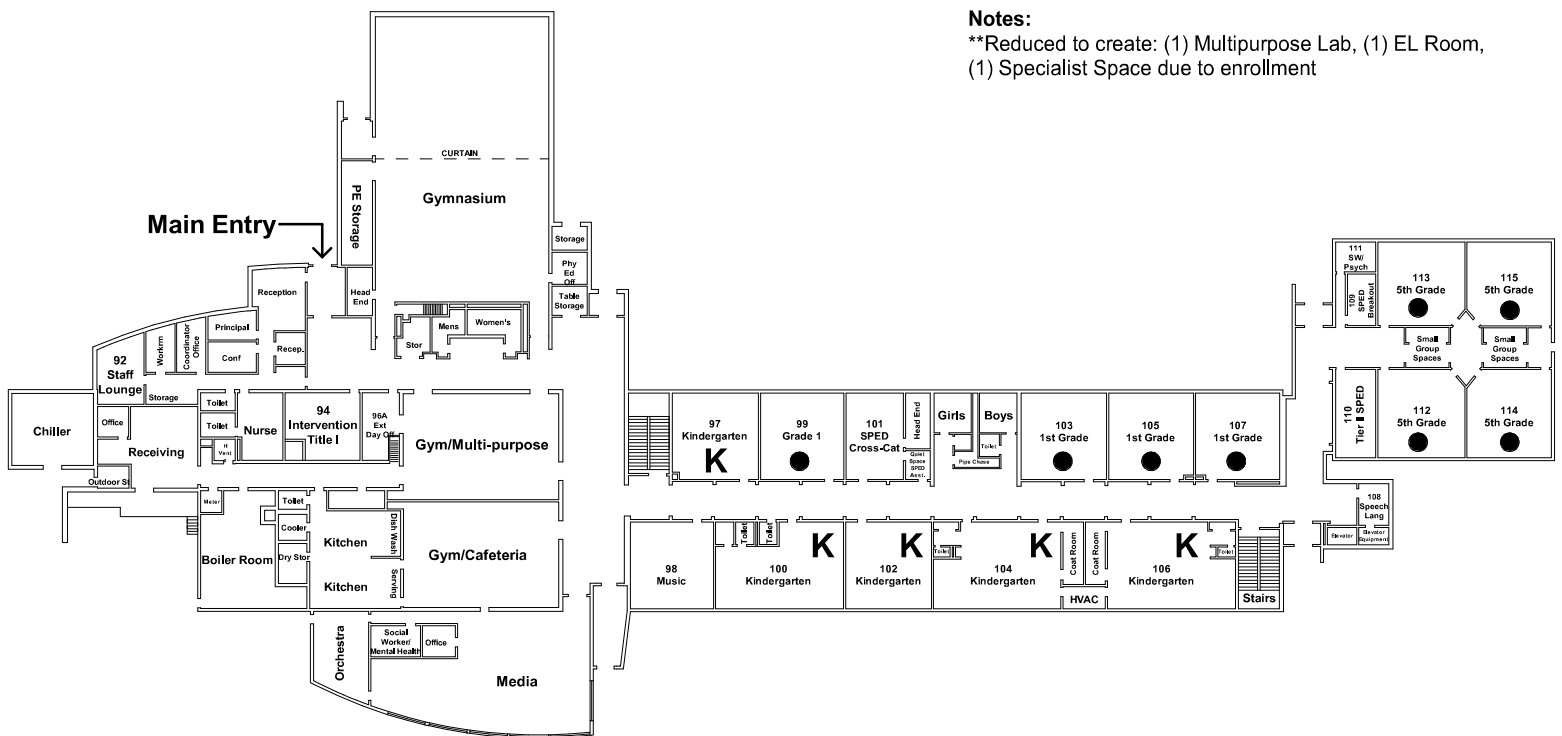
Deficiencies: 3\*\*

(assumes 24 avg per 1-5 grades, 20 avg per K)

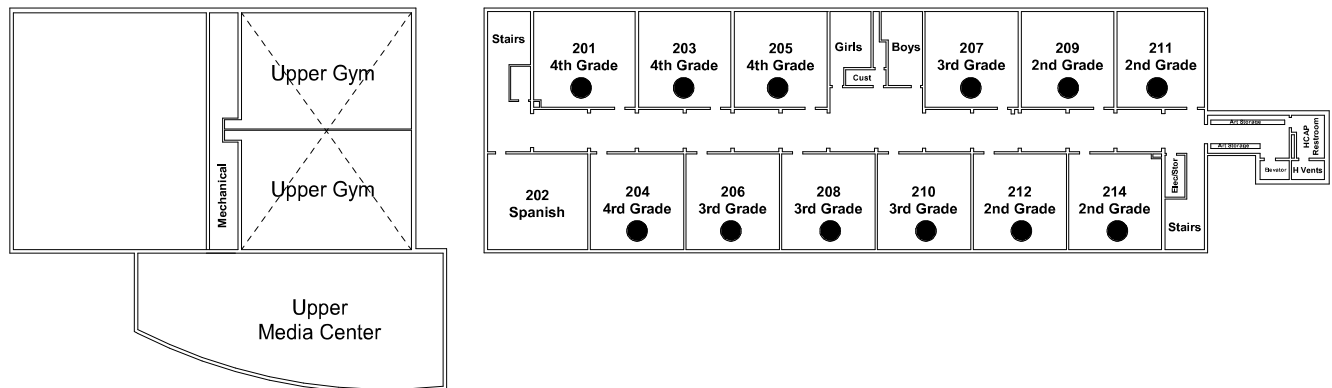
Total: Kindergarten 5 x 20 = 100  
Classes 1-5 20 x 24 = 480  
Potential 0 x 24 = 0  
Deficiencies -3 x 24 = -72  
**Total Planning Capacity 508 Students**

### Notes:

\*\*Reduced to create: (1) Multipurpose Lab, (1) EL Room,  
(1) Specialist Space due to enrollment



## MATOSKA INTERNATIONAL ELEMENTARY - MAIN LEVEL FLOOR PLAN



## MATOSKA INTERNATIONAL ELEMENTARY - SECOND LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

### Oneka Elementary (Grades 2-5)

Second - Fifth Grade: 26

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Classes 2-5 26 x 24 = 624  
**Total Adjusted Capacity 624 Students**

**Total Gross Square Footage: 119,995 SF**

## PLANNING CAPACITY ANALYSIS

### Oneka Elementary (Grades 2-5)

Second - Fifth Grade: 26

Potential: 3\*

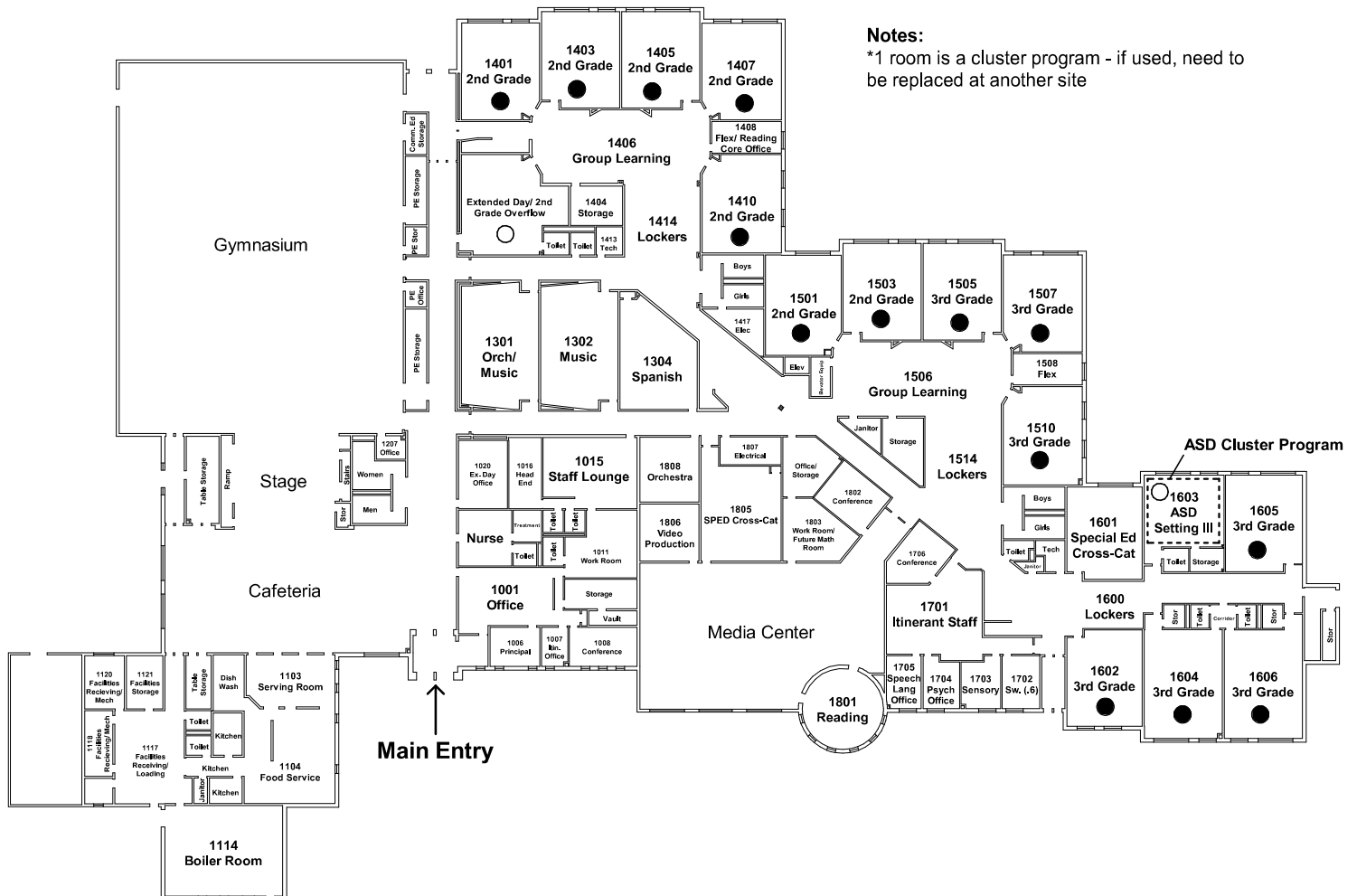
Deficiencies: 0

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Classes 2-5 26 x 24 = 624  
Potential 3 x 24 = 72  
Deficiencies 0 x 24 = 0  
**Total Planning Capacity 696 Students**

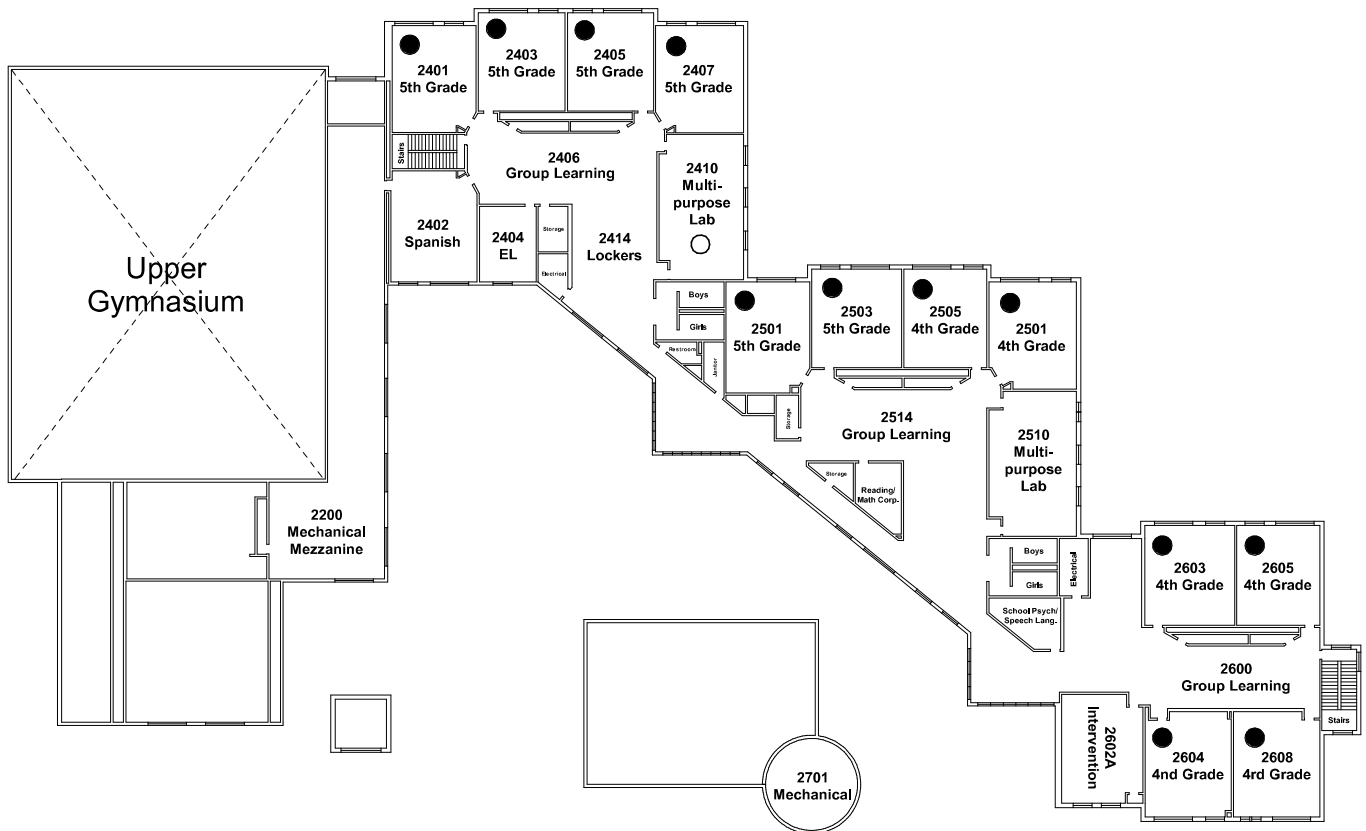
### Notes:

\*1 room is a cluster program - if used, need to be replaced at another site



## ONEKA ELEMENTARY - MAIN LEVEL FLOOR PLAN





## ONEKA ELEMENTARY - SECOND LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

### Otter Lake Elementary (Grades K-5)

Kindergartens: 5  
First - Fifth Grade: 20  
(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 5 x 20 = 100  
Classes 1-5 20 x 24 = 480  
**Total Adjusted Capacity 580 Students**

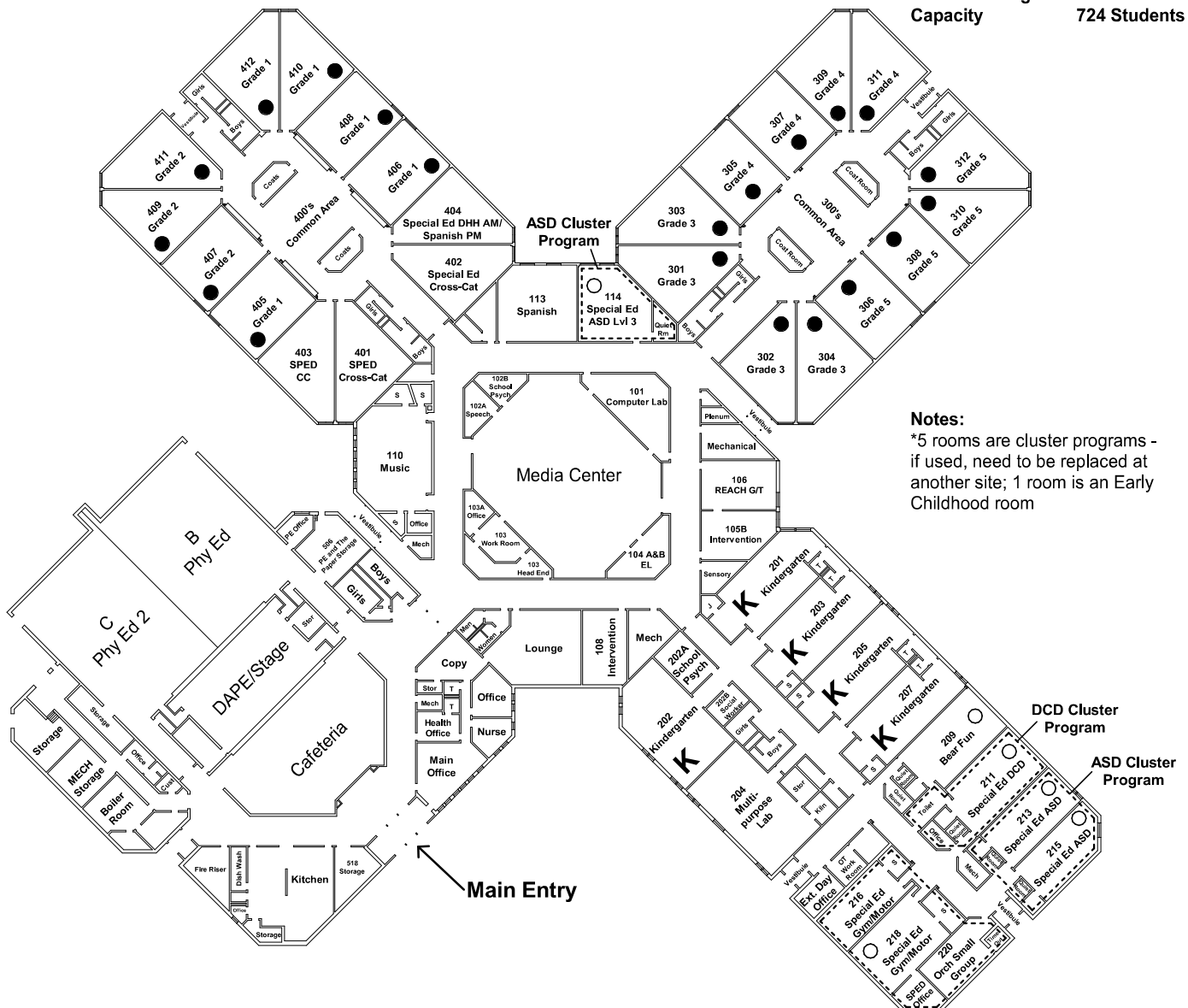
**Total Gross Square Footage: 104,739 SF**

## PLANNING CAPACITY ANALYSIS

### Otter Lake Elementary (Grades K-5)

Kindergartens: 5  
First - Fifth Grade: 20  
Potential: 6\*  
Deficiencies: 0  
(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 5 x 20 = 100  
Classes 1-5 20 x 24 = 480  
Potential 6 x 24 = 144  
Deficiencies 0 x 24 = 0  
**Total Planning Capacity 724 Students**



## OTTER LAKE ELEMENTARY - MAIN LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

### Vadnais Heights Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 15

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 15 x 24 = 360  
**Total Adjusted Capacity 420 Students**

**Total Gross Square Footage:** 69,256 SF

#### Notes:

\*1 room is a cluster programs - if used, need to be replaced at another site; 1 room is an Early Childhood room

\*\*Reduced to create: (1) Multipurpose Lab

## PLANNING CAPACITY ANALYSIS

### Vadnais Heights Elementary (Grades K-5)

Kindergartens: 3

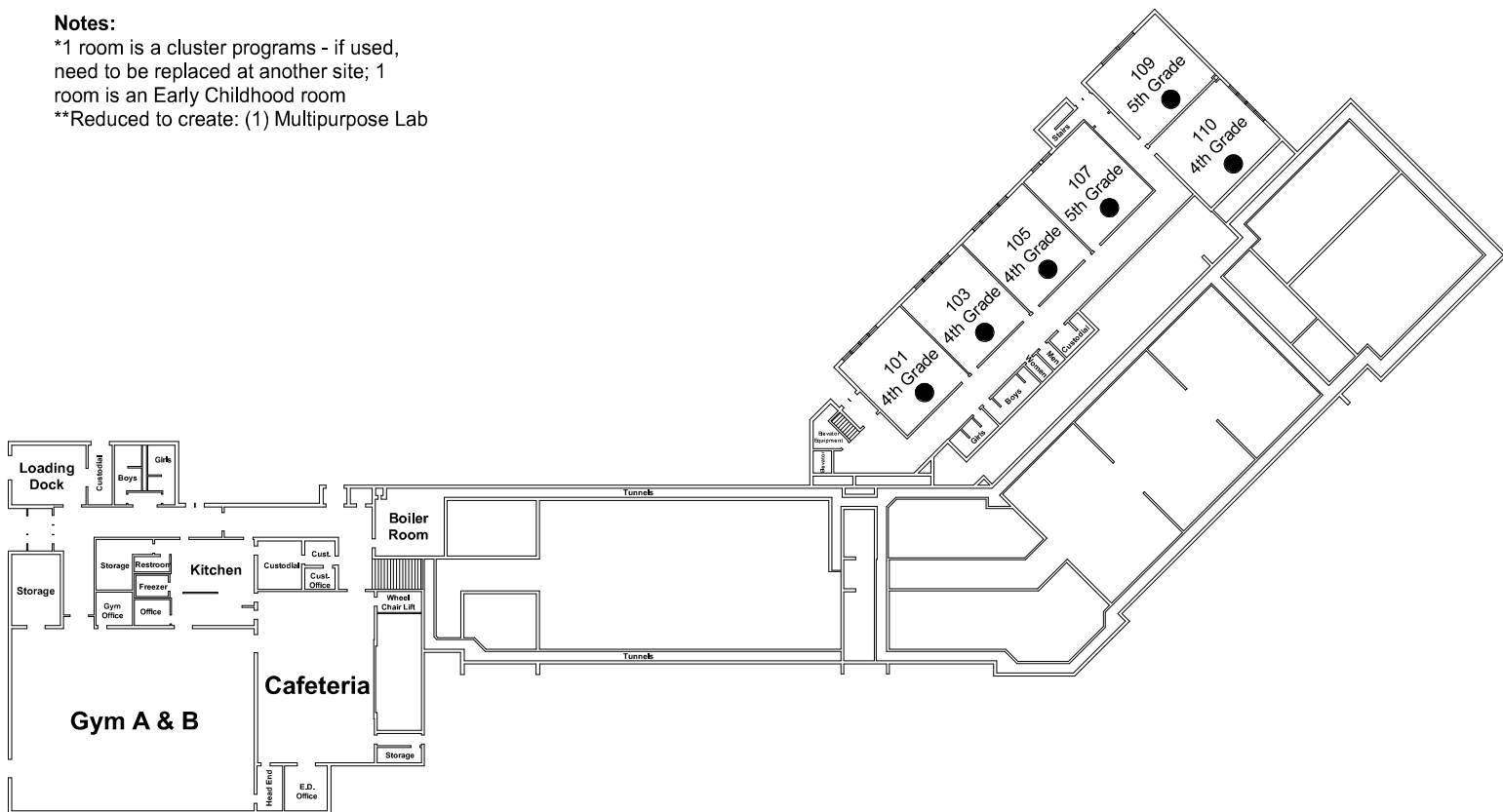
First - Fifth Grade: 15

Potential: 2\*

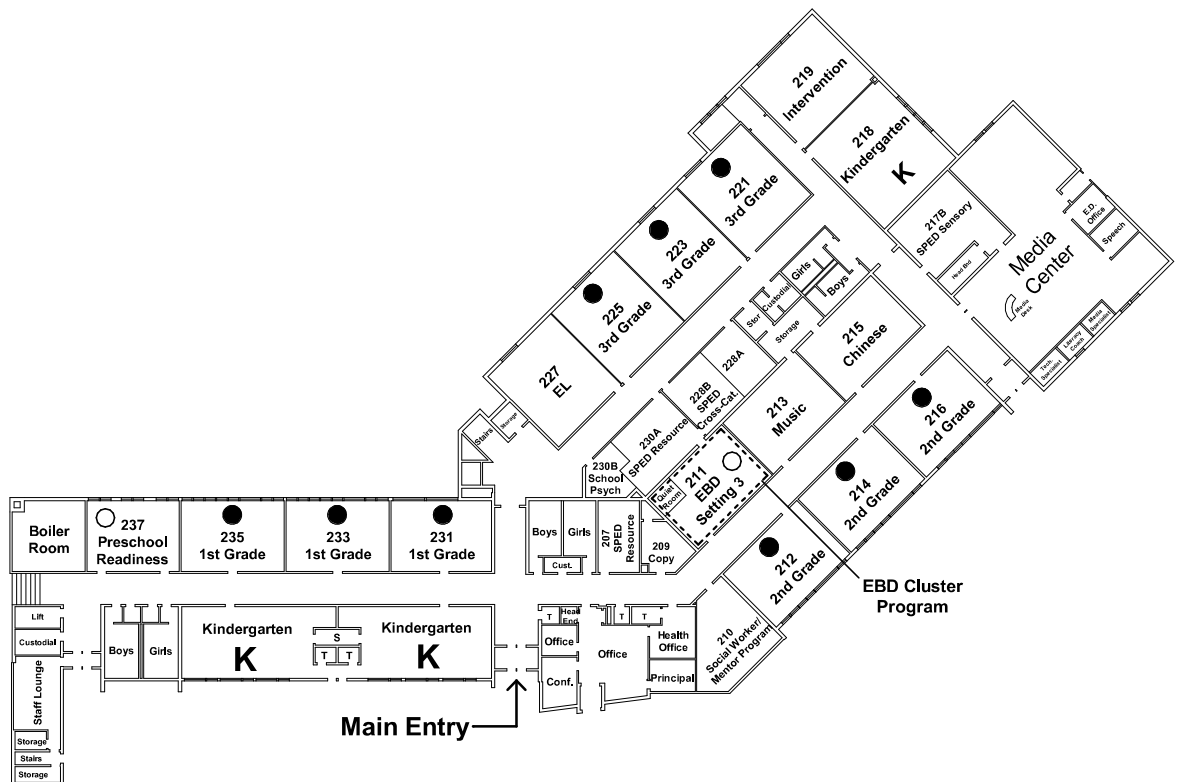
Deficiencies: 1\*\*

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 15 x 24 = 360  
Potential 2 x 24 = 48  
Deficiencies -1 x 24 = -24  
**Total Planning Capacity 444 Students**



## VADNAIS HEIGHTS ELEMENTARY- GARDEN LEVEL FLOOR PLAN



## VADNAIS HEIGHTS ELEMENTARY - MAIN LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

### Willow Lane Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 15

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 15 x 24 = 360  
**Total Adjusted Capacity 420 Students**

**Total Gross Square Footage: 86,723 SF**

## PLANNING CAPACITY ANALYSIS

### Willow Lane Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 15

Potential: 0

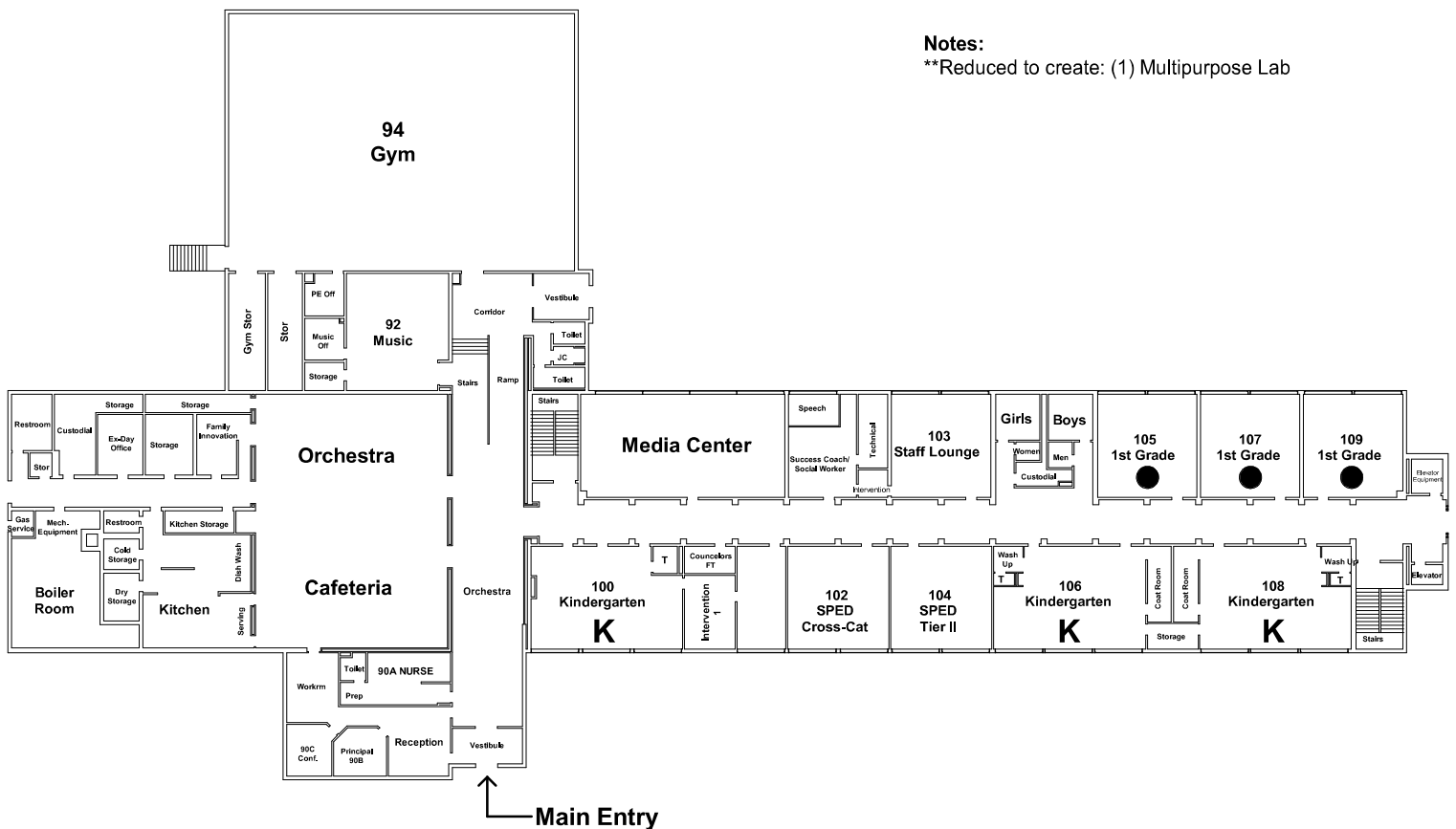
Deficiencies: 1\*\*

(assumes 24 avg per 1-5 grades, 20 avg per K)

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 15 x 24 = 360  
Potential 0 x 24 = 0  
Deficiencies -1 x 24 = -24  
**Total Planning Capacity 396 Students**

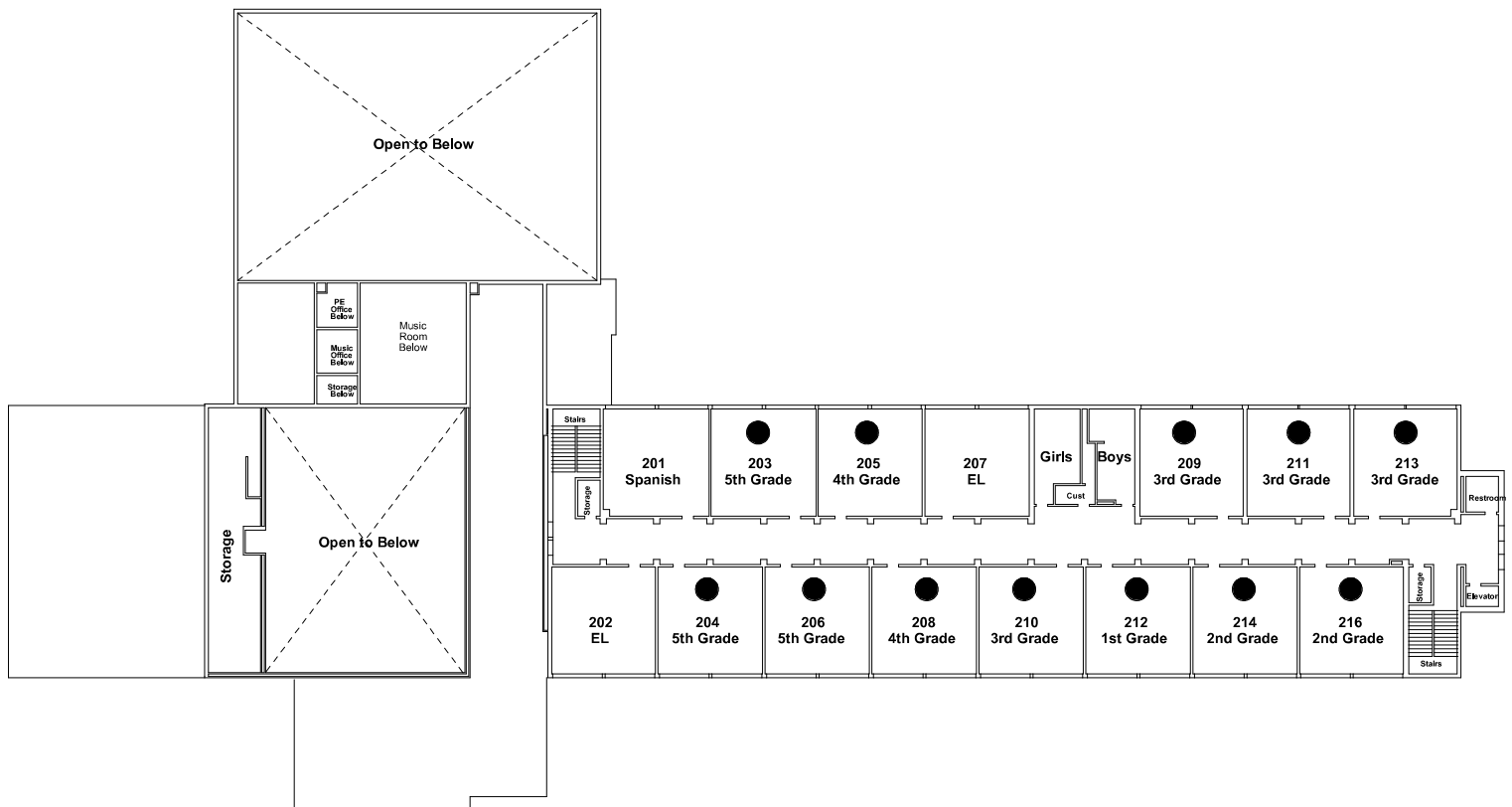
### Notes:

\*\*Reduced to create: (1) Multipurpose Lab

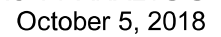


## WILLOW LANE ELEMENTARY - MAIN LEVEL FLOOR PLAN





## WILLOW LANE ELEMENTARY - SECOND LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

**Central Middle School (Grades 6-8)**

Teaching Stations: 46

(assumes 28 avg. per teaching station)

Total:	Stations	46 x 28 = 1,288
	Utilization	<u>x 85%</u>
	<b>Total Adjusted Capacity</b>	<b>1,095</b>

**Total Gross Square Footage: 204,765 SF**

## PLANNING CAPACITY ANALYSIS

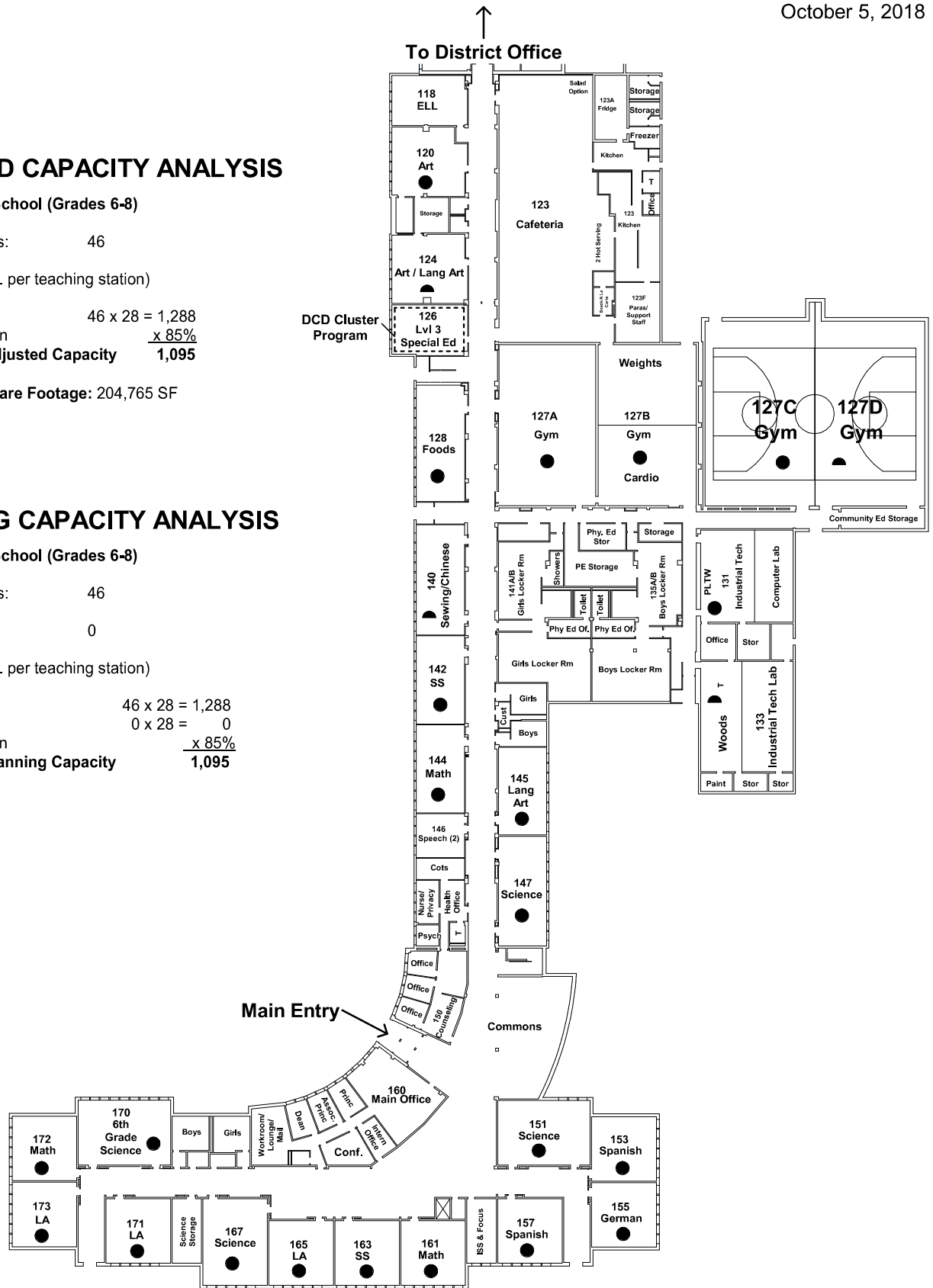
### Central Middle School (Grades 6-8)

Teaching Stations: 46

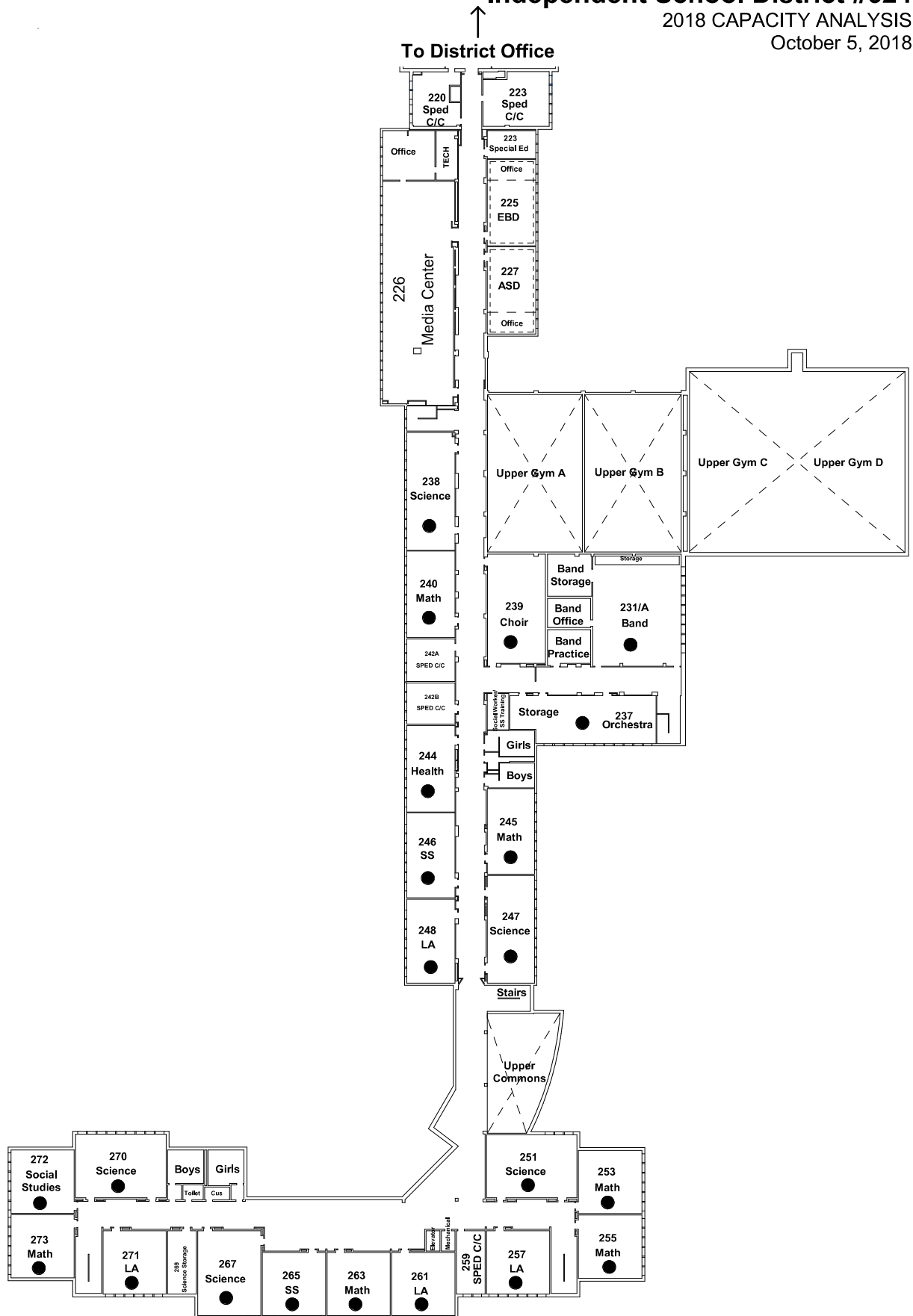
Potential: 0

(assumes 28 avg. per teaching station)

Total:	Stations	46 x 28 = 1,288
	Potential	0 x 28 = 0
	Utilization	<u>x 85%</u>
	<b>Total Planning Capacity</b>	<b>1,095</b>



## CENTRAL MIDDLE SCHOOL- MAIN LEVEL FLOOR PLAN



## CENTRAL MIDDLE SCHOOL - SECOND LEVEL FLOOR PLAN



## PLANNING CAPACITY ANALYSIS

### WBLAHS - North Campus (Grades 9-10)

Teaching Stations: 51

Potential: 0

(assumes 30 avg. per teaching station)

Total:	Stations	51 x 30 = 1,530
	Potential	0 x 30 = 0
	Utilization	<u>x 83%</u>
	<b>Total Planning Capacity</b>	<b>1,270</b>

## ADJUSTED CAPACITY ANALYSIS

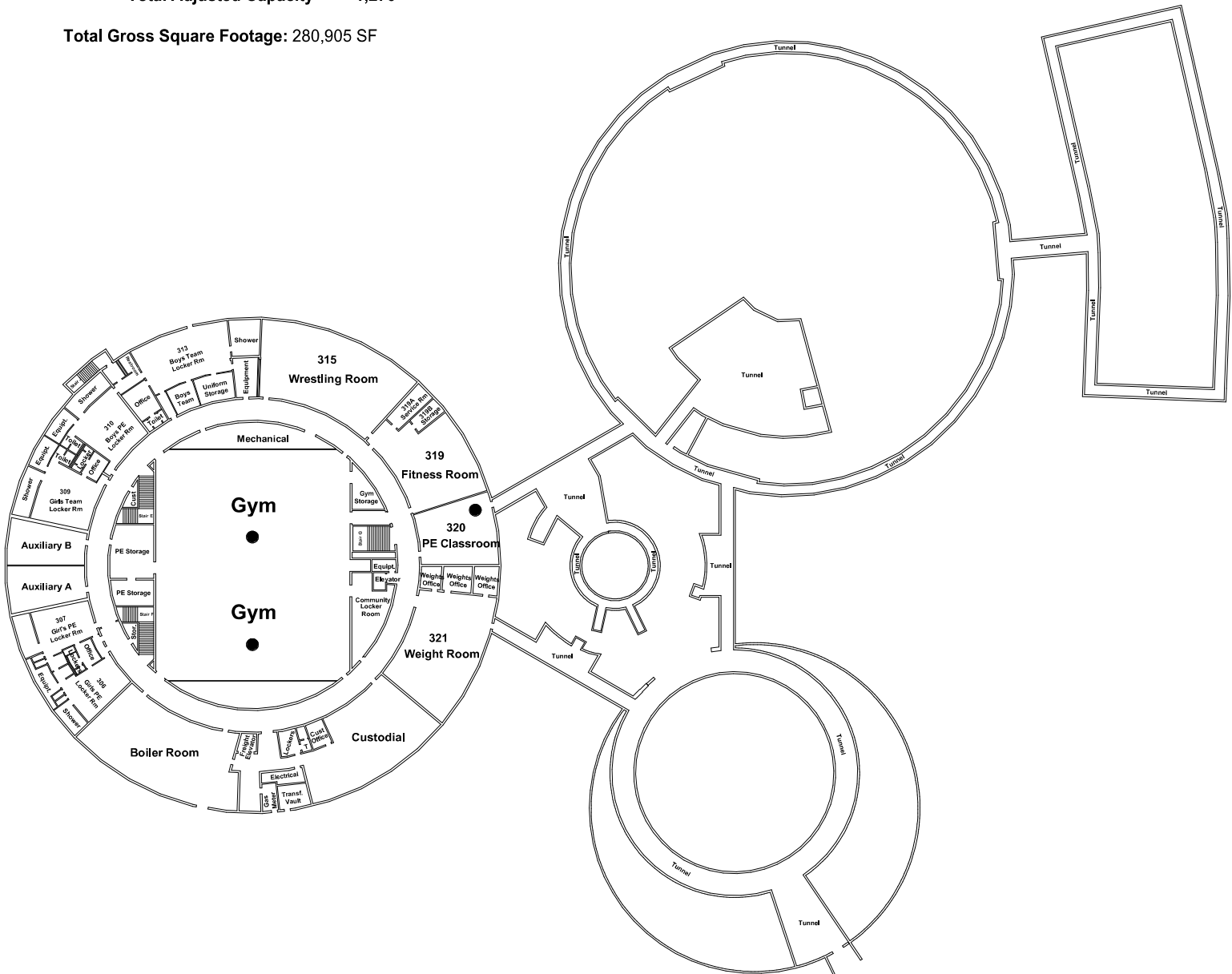
### WBLAHS - North Campus (Grades 9-10)

Teaching Stations: 51

(assumes 30 avg. per teaching station)

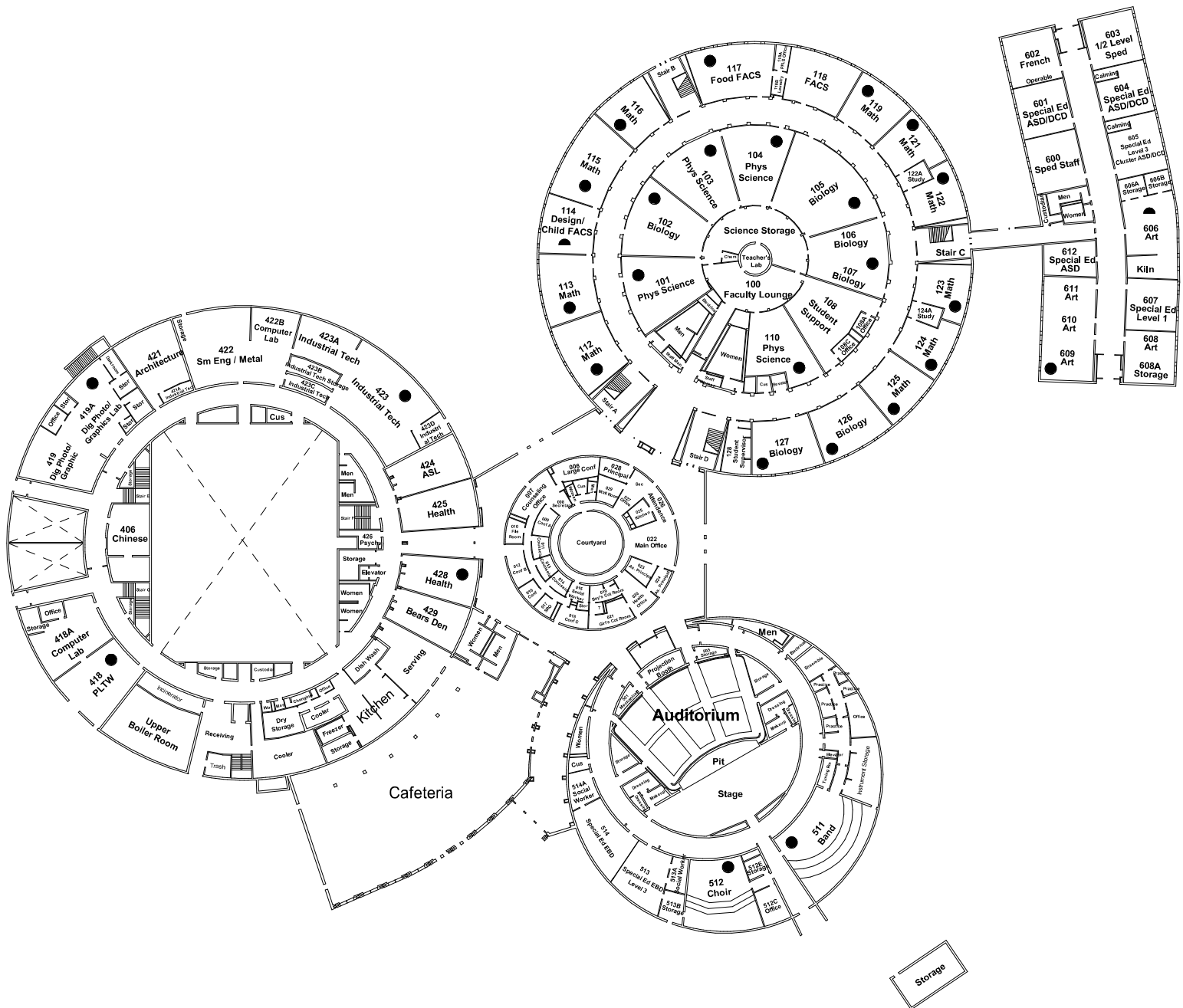
Total:	Stations	51 x 30 = 1,530
	Utilization	<u>x 83%</u>
	<b>Total Adjusted Capacity</b>	<b>1,270</b>

Total Gross Square Footage: 280,905 SF

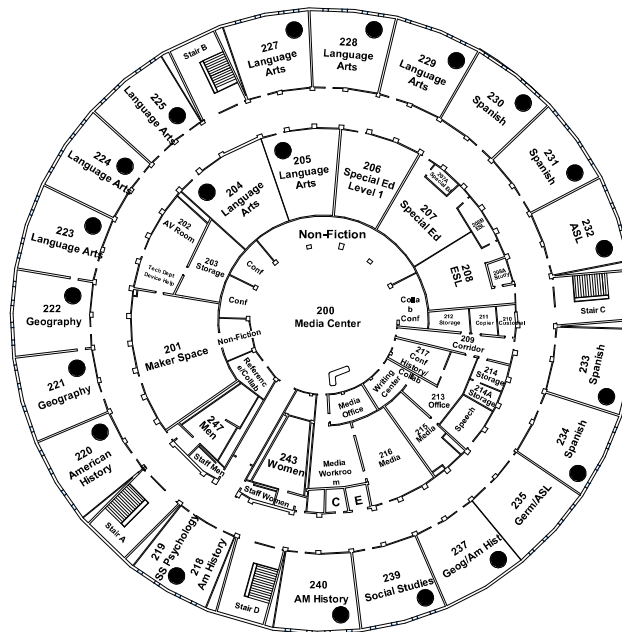


## WHITE BEAR LAKE AREA HS - NORTH CAMPUS - LOWER LEVEL FLOOR PLAN





## WHITE BEAR LAKE AREA HS - NORTH CAMPUS - MAIN LEVEL FLOOR PLAN



## WHITE BEAR LAKE AREA HS - NORTH CAMPUS - SECOND LEVEL FLOOR PLAN



## ADJUSTED CAPACITY ANALYSIS

WBLAHS - South Campus (Grades 11-12)

Teaching Stations: 51

(assumes 30 avg. per teaching station)

Total: Stations 51 x 30 = 1,530  
Utilization x 83%  
Total Adjusted Capacity 1,270

Total Gross Square Footage: 264,893 SF\*

\*Total Gross Square Footage w/ ISD 916: 289,953 SF

## PLANNING CAPACITY ANALYSIS

WBLAHS - South Campus (Grades 11-12)

Teaching Stations: 51

Potential: 1

(assumes 30 avg. per teaching station)

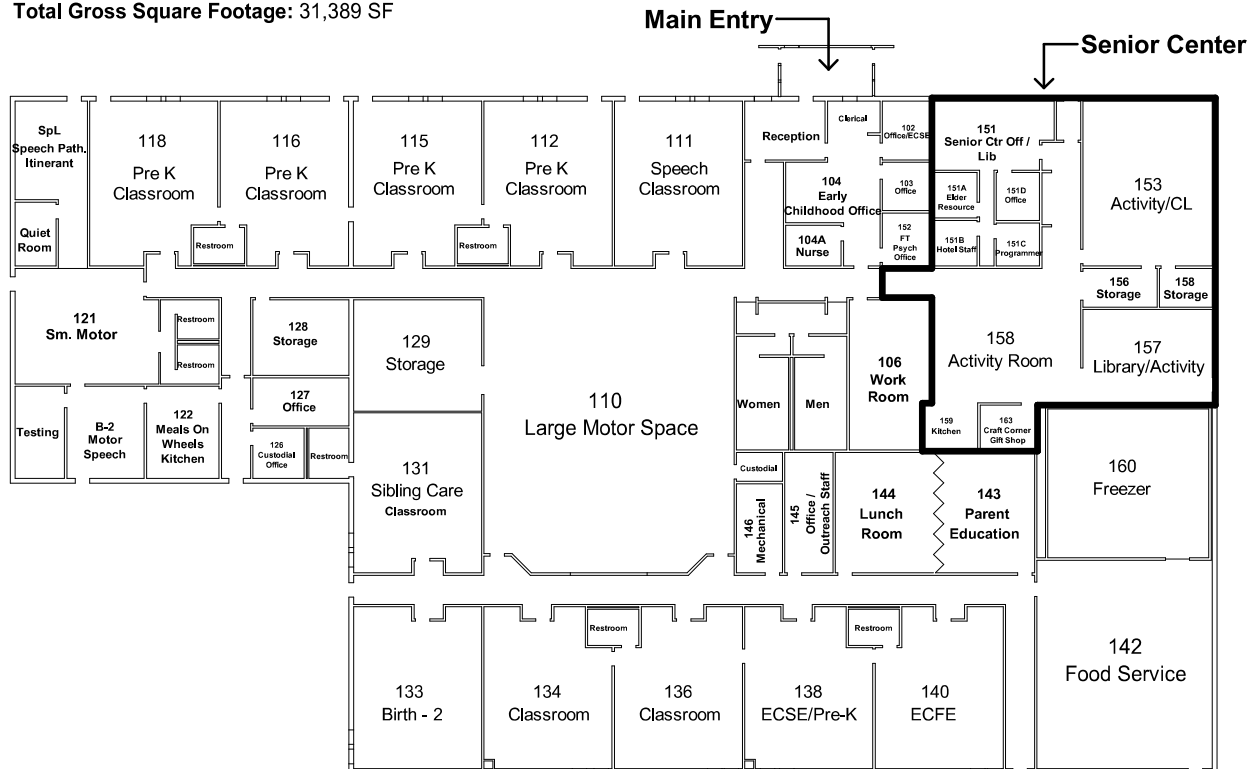
Total: Stations 51 x 30 = 1,530  
Potential 1 x 30 = 30  
Utilization x 83%  
Total Planning Capacity 1,295



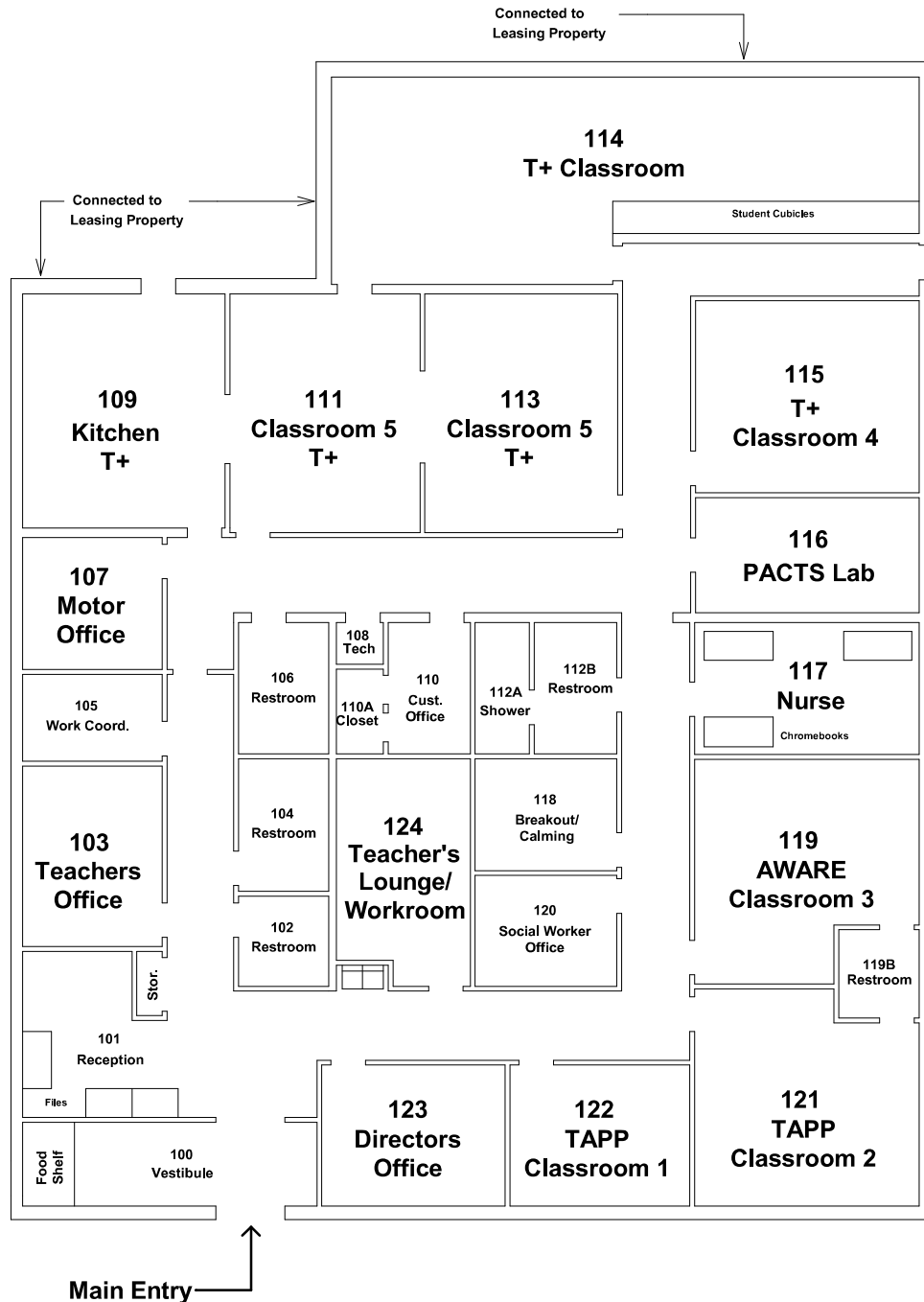
## WHITE BEAR LAKE AREA HS - SOUTH CAMPUS - MAIN LEVEL FLOOR PLAN



Total Gross Square Footage: 31,389 SF

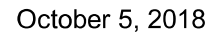


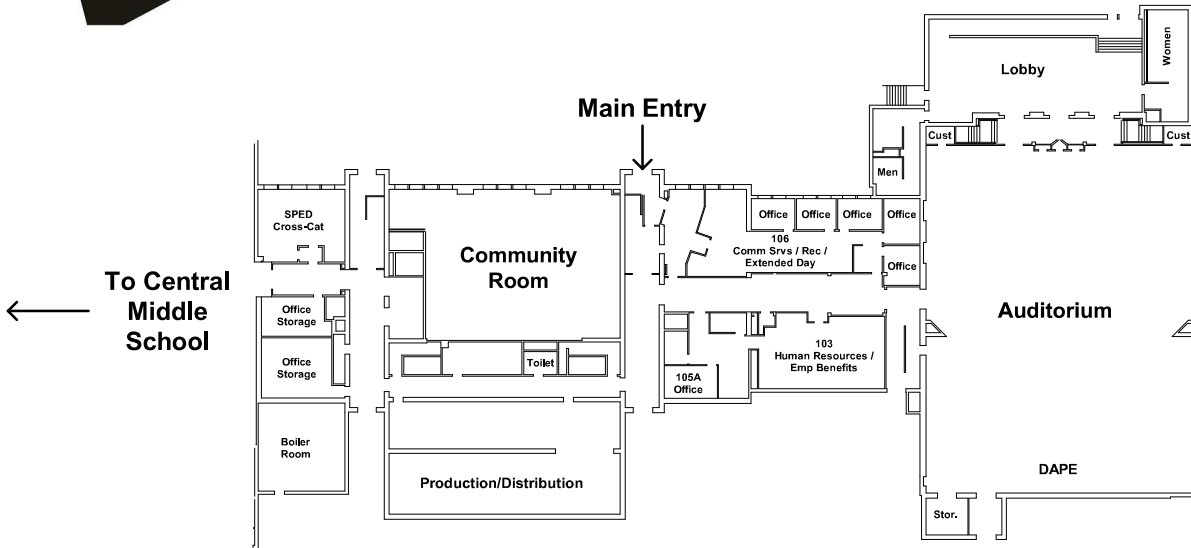
## NORMANDY PARK - MAIN LEVEL FLOOR PLAN



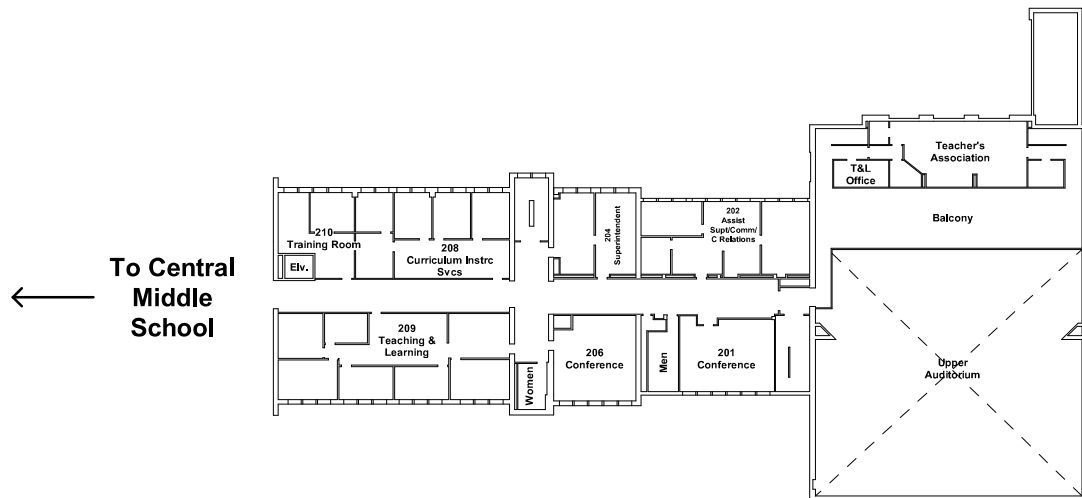
## TRANSITION EDUCATION CENTER - MAIN LEVEL FLOOR PLAN



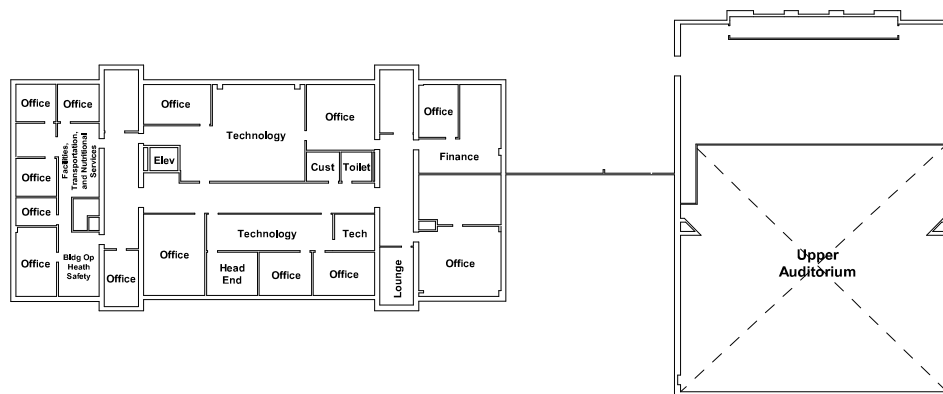




**DISTRICT OFFICE- MAIN LEVEL FLOOR PLAN**



**DISTRICT OFFICE - SECOND LEVEL FLOOR PLAN**



**DISTRICT OFFICE - THIRD LEVEL FLOOR PLAN**

## **Appendix D:**

### **Facility Analysis**



WOLD ARCHITECTS AND ENGINEERS

332 MINNESOTA STREET, SUITE w2000  
SAINT PAUL, MINNESOTA 55101  
FAX: 651-233-5646 TEL: 651-227-7773

# **Facility Analysis For**

## **White Bear Lake Area Schools**

**White Bear Lake, Minnesota**

**Independent School District #624**

October 4, 2018

Project No. 182153



## Facility Analysis Categories Independent School District #624

The following report investigates current physical and programmatic conditions and deficiencies evident in Independent School District #624 buildings. The information documented in this report was gathered primarily through field observation and supplemented by evaluation of existing information and discussion with County personnel.

The facility analysis report explores conditions and deficiencies in eleven important areas, which are outlined as follows:

- **SITE**  
This section describes the site and its surroundings.
- **EXTERIOR**  
This section describes the exterior envelope including roofing information supplied by the District.
- **INTERIOR**  
This section describes the physical condition of the interior spaces and finishes within the facility.
- **ACCESSIBILITY**  
This section addresses the conformance of the facility to the intentions of accessibility requirements with focus on the following issues: accessible parking, an accessible route to the main entrance, ability to attain all levels of the facility, and access to each teaching space.
- **MECHANICAL SYSTEMS**  
This section documents the existing mechanical systems and components, and their known deficiencies.
- **ELECTRICAL SYSTEMS**  
This section documents the existing electrical systems and components, and their known deficiencies.

Each category noted above includes a list of "analysis" statements which describes conditions or deficiencies. Following the "analysis" portion of each category is a list of "issues" which describe the action necessary to resolve mentioned conditions or deficiencies. Accompanying the "issue" is a cost, based on projected year 2018 project costs.





# Facility Analysis Prioritization

## Independent School District #624

### **PRIORITIZATION CATEGORIES**

#### **Priority 1 (immediate need)**

Deterioration Item	Items not functioning or broken
Accessibility Issue	Modifications required to provide access to the building, the curriculum within the building, and to student restrooms
Life Safety Issue	As typically noted by fire Marshall/Life Safety officials.
Health Issue	Rooms with no ventilation or items that do not meet state health code requirements

#### **Priority 2 (0-2 years)**

Deterioration Item	Items well past useful life or for which further deterioration will create higher future repair costs or damage to other areas in the building
Accessibility Issue	Modifications required to provide access to staff or private restrooms, to obtain a drink of water, and to resolve any other ADA issues in the facility
Hazardous materials	Item posing a significant impact on building occupants
Health Issue	Inadequate exhaust and ventilation lab environments and other areas lacking adequate ventilation

#### **Priority 3 (3-5 years)**

Deterioration Item	Material or system that currently functions but will require replacement or repair within 5 years.
Hazardous Materials	Removal of items affected by other changes occurring in this phase
Security Issue	Correction of items that pose a security risk to building occupants
Energy Issue	Item replaced/installed results in payback in 5 years or less
Modernization	Modifications required to support future modernizations

#### **Priority 4 (6-10 years)**

Deterioration Item	Material or system that currently functions but will require replacement or repair in 6-10 years
Hazardous Materials	Removal of items affected by other changes occurring in this phase
Energy Issue	Item replaced results in payback in 6-10 years
Aesthetics	Item which is elective/aesthetic or programmatic

#### **Priority N (Non-Prioritized)**

Items that are covered under LTFM (Long Term Facility Maintenance) funding



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**Independent School District #624**

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**Birch Lake Elementary  
Independent School District #624**



**Address:** 1616 Birch Lake Ave  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1966, 1994, 2007

**Contact:**

**Gross Area:** 56,860 S.F.

**Site Area:** 10 acres

**Parking:** 69

**Phone:**



## Independent School District #624 Executive Summary

Birch Lake Elementary

### Birch Lake Elementary

#### SITE

1	Provide (1) additional ADA parking stall (signage, striping, access aisle)	Priority: 2	\$1,400
2	Resurface asphalt play area.	Priority: N	\$124,100
3	Replace splashblocks.	Priority: N	\$3,400
4	Replace wood monument sign with LED sign.	Priority: 4	\$75,200

#### EXTERIOR

1	Repaint storage building on southwest part of site.	Priority: N	\$1,400
2	Replace all windows.	Priority: 1	\$162,300
3	Repaint numbers at doors H-K.	Priority: N	\$2,100
4	Tuckpoint original building.	Priority: 3	\$451,300
5	Replace roof area G (installed 2002) per District roof report.	Priority: 4	\$208,500

#### INTERIOR

1	Replace resilient flooring in gymnasium and install moisture mitigation.	Priority: 3	\$97,300
2	Replace outer ring wood doors.	Priority: 3	\$50,600
3	Repaint all hollow metal frames.	Priority: 3	\$20,250
4	Replace ACT tile in inner circle.	Priority: 4	\$61,100
5	Replace casework in the inner ring.	Priority: 3	\$332,700
6	Remove existing chalkboards.	Priority: N	\$125
7	Provide security hardware at all classroom doors.	Priority: 3	\$66,800
8	Provide (1) new double stack convection oven.	Priority: 3	\$60,200
9	Rebuild walk-in freezer and cooler.	Priority: 2	\$165,600
10	Provide (2) 4-well electric hot food serving counter and (1) 6-well cold food serving counter.	Priority: 3	\$60,000

#### ACCESSIBILITY

1	Minor remodel of student gang toilets (4).	Priority: 1	\$66,900
2	Major remodel of student gang toilets (2).	Priority: 1	\$334,300
3	Major remodel of private toilets (5).	Priority: 2	\$292,500
4	Replace drinking fountains with accessible type and add wing walls.	Priority: 2	\$20,300

#### MECHANICAL SYSTEMS

1	Replace the steam plant with a new high efficiency hot water plant. Distribute hot water throughout	Priority: 2	\$3,710,000
2	Replace the variable air volume (VAV) boxes serving the interior of the 1966 building with new VAV	Priority: 2	\$280,000
3	Retrofit the air handling system serving the 2007 addition with variable air volume boxes and hot water	Priority: 2	\$790,000
4	Retrofit all roof mounted condensing units with cottonwood screens.	Priority: N	\$60,000
5	Replace the two vertical style unit ventilators in the office area with a new roof mounted variable air	Priority: 2	\$365,000
6	Replace the air handling unit serving the gymnasium with a new constant air volume unit. The new	Priority: 3	\$340,000
7	Install cooling coil for new air handling unit serving the gymnasium and install condenser for DX	Priority: 4	\$70,000
8	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	\$85,000
9	Provide de-stratification fans in the gymnasium and connect to the building automation system for time	Priority: 3	\$20,000



## Independent School District #624 Executive Summary

Birch Lake Elementary

10	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$25,000</b>
11	Replace galvanized domestic hot and cold water distribution systems with new copper piping.	Priority: 1	<b>\$1,060,000</b>
12	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
13	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>

### ELECTRICAL SYSTEMS

1	Replace aging distribution equipment.	Priority: 2	<b>\$288,700</b>
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$139,800</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$30,800</b>
4	Replace aged fluorescent lighting with LED and controls.	Priority: 2	<b>\$57,000</b>
5	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$19,000</b>
6	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$106,700</b>
7	Provide wireless clock system.	Priority: 3	<b>\$18,000</b>
8	Provide new paging system.	Priority: 1	<b>\$59,200</b>
9	Replace fire alarm devices and wiring.	Priority: 2	<b>\$64,800</b>



**Birch Lake Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$204,100.00</b>
<b>EXTERIOR</b>	<b>\$825,600.00</b>
<b>INTERIOR</b>	<b>\$914,675.00</b>
<b>ACCESSIBILITY</b>	<b>\$714,000.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$6,885,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$784,000.00</b>
<b>Total Cost</b>	<b>\$10,327,375.00</b>





**Birch Lake Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$1,400	\$0	\$75,200	\$127,500	<b>\$204,100</b>
<b>EXTERIOR</b>	\$162,300	\$0	\$451,300	\$208,500	\$3,500	<b>\$825,600</b>
<b>INTERIOR</b>	\$0	\$165,600	\$687,850	\$61,100	\$125	<b>\$914,675</b>
<b>ACCESSIBILITY</b>	\$401,200	\$312,800	\$0	\$0	\$0	<b>\$714,000</b>
<b>MECHANICAL SYSTEMS</b>	\$1,070,000	\$5,255,000	\$430,000	\$70,000	\$60,000	<b>\$6,885,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$78,200	\$517,200	\$188,600	\$0	\$0	<b>\$784,000</b>
<b>Totals:</b>	<b>\$1,711,700</b>	<b>\$6,252,000</b>	<b>\$1,757,750</b>	<b>\$414,800</b>	<b>\$191,125</b>	<b>\$10,327,375</b>



**Hugo Elementary  
Independent School District #624**



**Address:** 14895 Francesco Avenue  
Hugo, Minnesota 55038

**Year(s) Built:** 1960, 1967, 1987, 2006

**Contact:**

**Gross Area:** 60,980 S.F.

**Site Area:** 9.7 acres

**Parking:** 96

**Phone:**



## Independent School District #624 Executive Summary

Hugo Elementary

### Hugo Elementary

#### SITE

- |   |   |             |          |
|---|---|-------------|----------|
| 1 | Replace wood monument sign with LED sign.         | Priority: 4 | \$75,200 |
| 2 | Repair / replace concrete sidewalk at main entry. | Priority: N | \$45,500 |

#### EXTERIOR

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Tuckpoint all brick walls built before 2006, and provide an allowance for brick replacement. | Priority: 3 | \$473,000 |
| 2 | Repaint exterior soffit where paint is peeling (northeast corner).                           | Priority: 4 | \$2,100   |
| 3 | Repaint boiler room exterior louver.   | Priority: 4 | \$1,200   |
| 4 | Replace all windows installed before 2006.   | Priority: 1 | \$115,900 |
| 5 | Replace roof areas A, B, C, D, E, F (installed 1998) per District roof report.               | Priority: 3 | \$558,200 |
| 6 | Replace shingle roofs (installed 2008) per District roof report.                             | Priority: N | \$761,000 |

#### INTERIOR

- |   |  |             |          |
|---|--|-------------|----------|
| 1 | Replace carpet in Reception (1097)                         | Priority: 3 | \$7,500  |
| 2 | Repair carpet in media center where rippling.              | Priority: 3 | \$33,000 |
| 3 | Provide an allowance for repainting 50% of HM door frames. | Priority: 3 | \$4,900  |
| 4 | Provide (1) new double stack convection oven.              | Priority: 3 | \$36,000 |
| 5 | Provide new security hardware at all classroom doors.      | Priority: 4 | \$41,800 |

#### ACCESSIBILITY

- |   |   |             |          |
|---|---|-------------|----------|
| 1 | Install step at protruding coat racks.                                      | Priority: 2 | \$34,100 |
| 2 | Provide shower seat at nurse shower/toilet room.                            | Priority: 2 | \$80     |
| 3 | Provide wing walls at drinking fountain near gym.                           | Priority: 2 | \$1,400  |
| 4 | Major remodel of private toilet room (1).                                   | Priority: 1 | \$58,500 |
| 5 | Modify light switch in room 1234 to be within ADA reach range requirements. | Priority: 1 | \$500    |

#### MECHANICAL SYSTEMS

- |    |   |             |             |
|----|---|-------------|-------------|
| 1  | Convert building from steam to hot water heat. Replace existing boilers with new gas fired high         | Priority: 2 | \$3,480,000 |
| 2  | Replace air handling unit serving cafeteria with a new constant air volume unit. The new unit will be   | Priority: 2 | \$340,000   |
| 3  | Install cooling coil for new air handling unit serving the cafeteria and provide a roof mounted         | Priority: 3 | \$70,000    |
| 4  | Replace the air handling unit serving the 1987 gymnasium addition with a new constant air volume        | Priority: 2 | \$340,000   |
| 5  | Install cooling coil for new air handling unit serving the gymnasium and provide a roof mounted         | Priority: 4 | \$70,000    |
| 6  | Provide with de-stratification fans in the gymnasium and cafeteria to improve heating efficiency.       | Priority: 2 | \$20,000    |
| 7  | Provide a variable speed air-handling unit to serve the 1987 classrooms (6 total). Provide variable air | Priority: 1 | \$940,000   |
| 8  | Replace all existing mechanical couplings installed on the hot water heating system.                    | Priority: 2 | \$210,000   |
| 9  | Provide a split AC system in the data room to provide redundant cooling.                                | Priority: 3 | \$25,000    |
| 10 | Replace all remaining pneumatic controls with new direct digital controls as an extension of the        | Priority: 2 | \$10,000    |
| 11 | Provide commissioning services to validate performance of all new and existing systems. Work scope      | Priority: 2 | \$110,000   |
| 12 | Retrofit all of the existing condensing units with cottonwood screens (approximately 8 total).          | Priority: N | \$25,000    |
| 13 | Replace galvanized domestic hot and cold water distribution systems with new copper piping.             | Priority: 2 | \$375,000   |
| 14 | Replace the main domestic water shut-off valves on each side of the water meter at the main water       | Priority: 1 | \$10,000    |



## Independent School District #624 Executive Summary

Hugo Elementary

### ELECTRICAL SYSTEMS

1	New service for HVAC upgrade?	Priority: 2	<b>\$76,000</b>
2	Replace aging distribution equipment.	Priority: 2	<b>\$303,900</b>
3	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$140,000</b>
4	Provide additional power outlets in classrooms.	Priority: 3	<b>\$27,300</b>
5	Replace gym lighting with LED.	Priority: 3	<b>\$76,000</b>
6	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$19,000</b>
7	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$102,600</b>
8	Provide wireless clock system.	Priority: 3	<b>\$15,500</b>



**Hugo Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$120,700.00</b>
<b>EXTERIOR</b>	<b>\$1,911,400.00</b>
<b>INTERIOR</b>	<b>\$123,200.00</b>
<b>ACCESSIBILITY</b>	<b>\$94,580.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$6,025,000.00</b>
<b><u>ELECTRICAL SYSTEMS</u></b>	<b><u>\$760,300.00</u></b>
<b>Total Cost</b>	<b>\$9,035,180.00</b>



**Hugo Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$0	\$0	\$75,200	\$45,500	<b>\$120,700</b>
<b>EXTERIOR</b>	\$115,900	\$0	\$1,031,200	\$3,300	\$761,000	<b>\$1,911,400</b>
<b>INTERIOR</b>	\$0	\$0	\$81,400	\$41,800	\$0	<b>\$123,200</b>
<b>ACCESSIBILITY</b>	\$59,000	\$35,580	\$0	\$0	\$0	<b>\$94,580</b>
<b>MECHANICAL SYSTEMS</b>	\$950,000	\$4,885,000	\$95,000	\$70,000	\$25,000	<b>\$6,025,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$19,000	\$482,500	\$258,800	\$0	\$0	<b>\$760,300</b>
<b>Totals:</b>	<b>\$1,143,900</b>	<b>\$5,403,080</b>	<b>\$1,466,400</b>	<b>\$190,300</b>	<b>\$831,500</b>	<b>\$9,035,180</b>





**Lakeaires Elementary  
Independent School District #624**



**Address:** 3963 Van Dyke Street  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1960, 1967, 1994, 2015

**Contact:**

**Gross Area:** 58,185 S.F.

**Site Area:** 8.5 acres

**Parking:** 69

**Phone:**



## Independent School District #624 Executive Summary

Lakeaires Elementary

### Lakeaires Elementary

#### SITE

1	Patch concrete at loading dock.	Priority: 3	\$13,400
2	Add handrail to stair on northwest part of site.	Priority: 1	\$12,600
3	Fix stair pulling away from wall.	Priority: 3	\$12,100
4	Fix drainage issues at below grade louver	Priority: 2	\$33,400
5	Replace sidewalk east of building.	Priority: N	\$108,600
6	Replace wood monument sign with LED sign.	Priority: 4	\$75,200

#### EXTERIOR

1	Tuckpointing at 1960 and 1967 portions of building.	Priority: 3	\$794,900
2	Replace (35) 1992 windows.	Priority: 1	\$251,500
3	Replace roof areas A, B, C, D, E, F (installed 1996) per District roof report.	Priority: 3	\$917,100

#### INTERIOR

1	Replace locking bar at receiving door with locking hardware and panic bars.	Priority: 2	\$2,200
2	Replace wood doors in kitchen/multi-purpose gym area.	Priority: 3	\$29,900
3	Repaint hollow metal frames in kitchen/gym area.	Priority: 4	\$2,800
4	Re-stain and seal wood finish at operable wall in multi-purpose gym.	Priority: 4	\$100
5	Provide new security hardware at all classroom doors.	Priority: 4	\$61,800
6	Provide (1) new double stack convection oven and (1) combie oven (and stand)	Priority: 3	\$124,000
7	Provide larger walk-in freezer.	Priority: 2	\$102,000
8	Replace the kitchen exhaust hood with a new three sided exhaust hood sized appropriately for the	Priority: 2	\$30,000
9	Relocate refrigerator freezer and cooler to the roof.	Priority: N	\$40,000
10	Replace the existing dishwasher with a new dishwasher with integral booster heater.	Priority: 2	\$120,000

#### ACCESSIBILITY

1	Install wing walls at (3) drinking fountains.	Priority: 2	\$4,000
2	Major remodel of student gang toilets (4).	Priority: 3	\$668,600
3	Major remodel of private toilets (7).	Priority: 1	\$409,500
4	Replace handrails and guardrails at both stairs.	Priority: 1	\$28,100

#### MECHANICAL SYSTEMS

1	Convert the building from steam to hot water heat. Replace the existing boilers with new gas fired	Priority: 2	\$2,870,000
2	Replace the air handling unit serving the cafeteria with a new constant air volume unit. The new unit	Priority: 2	\$340,000
3	Provide de-stratification fans in the cafeteria and connect to the building automation system for time of	Priority: 2	\$40,000
4	Install cooling coil for new air handling unit serving the cafeteria and connect to existing chilled water	Priority: 3	\$70,000
5	Provide a variable speed air handling unit to provide a direct source of ventilation air to the custodial	Priority: 2	\$330,000
6	Provide cooling to the gymnasium. Retrofit the existing air handling systems with new chilled water	Priority: 4	\$70,000
7	Provide cooling to the entry commons area. Retrofit the existing air handling systems with new chilled	Priority: 4	\$40,000
8	Provide de-stratification fans in the entry commons and gymnasium areas. Connect to the building	Priority: 2	\$45,000
9	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	\$25,000



## Independent School District #624 Executive Summary

### Lakeaires Elementary

10	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	<b>\$25,000</b>
11	Replace the existing PTAC unit serving the office area installed in the 1994 addition with a new	Priority: 3	<b>\$55,000</b>
12	Replace the exterior chilled water pipe insulation with new flexible elastomeric insulation and an	Priority: 1	<b>\$25,000</b>
13	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$25,000</b>
14	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$100,000</b>
15	Retrofit existing chiller and office condensing unit with cottonwood screens.	Priority: 3	<b>\$15,000</b>
16	Provide extension cones on existing chiller condenser fan discharge to eliminate discharge air re-	Priority: 3	<b>\$10,000</b>
17	Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure	Priority: 2	<b>\$660,000</b>
18	Replace domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
19	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>

### ELECTRICAL SYSTEMS

1	Replace aging distribution equipment.	Priority: 2	<b>\$334,300</b>
2	Provide emergency generator, transfer switches, panels and lighting relays.	Priority: 3	<b>\$140,000</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$28,500</b>
4	Replace aged T8 lighting with energy efficient LED fixtures.	Priority: 3	<b>\$144,000</b>
5	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$9,500</b>
6	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$68,400</b>
7	Provide complete wireless clock system.	Priority: 3	<b>\$16,700</b>
8	Replace fire alarm system.	Priority: 1	<b>\$65,500</b>



**Lakeaires Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$255,300.00</b>
<b>EXTERIOR</b>	<b>\$1,963,500.00</b>
<b>INTERIOR</b>	<b>\$512,800.00</b>
<b>ACCESSIBILITY</b>	<b>\$1,110,200.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$4,825,000.00</b>
<b><u>ELECTRICAL SYSTEMS</u></b>	<b><u>\$806,900.00</u></b>
<b>Total Cost</b>	<b>\$9,473,700.00</b>



**Lakeaires Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$12,600	\$33,400	\$25,500	\$75,200	\$108,600	<b>\$255,300</b>
<b>EXTERIOR</b>	\$251,500	\$0	\$1,712,000	\$0	\$0	<b>\$1,963,500</b>
<b>INTERIOR</b>	\$0	\$254,200	\$153,900	\$64,700	\$40,000	<b>\$512,800</b>
<b>ACCESSIBILITY</b>	\$437,600	\$4,000	\$668,600	\$0	\$0	<b>\$1,110,200</b>
<b>MECHANICAL SYSTEMS</b>	\$60,000	\$4,410,000	\$245,000	\$110,000	\$0	<b>\$4,825,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$75,000	\$402,700	\$329,200	\$0	\$0	<b>\$806,900</b>
<b>Totals:</b>	<b>\$836,700</b>	<b>\$5,104,300</b>	<b>\$3,134,200</b>	<b>\$249,900</b>	<b>\$148,600</b>	<b>\$9,473,700</b>



**Lincoln Elementary  
Independent School District #624**



**Address:** 1961 Sixth Street  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1952, 1962, 1994

**Contact:**

**Gross Area:** 42,365 S.F.

**Site Area:** 11 acres

**Parking:** 39

**Phone:**





## Independent School District #624 Executive Summary

Lincoln Elementary

### Lincoln Elementary

#### **SITE**

1	Resurface asphalt on north parking lot.	Priority: 3	<b>\$143,300</b>
2	Resurface asphalt on sidewalk along west side of north wing. Resurface asphalt on sidewalk at	Priority: N	<b>\$141,400</b>
3	Concrete repairs at main entry and door K.	Priority: 1	<b>\$10,100</b>
4	Reconstruct concrete steps at gymnasium exit door and add handrail.	Priority: 1	<b>\$22,200</b>
5	Replace wood monument sign with LED sign.	Priority: 4	<b>\$75,200</b>

#### **EXTERIOR**

1	Replace (3) kitchen windows and (26) windows in the west wing.	Priority: 1	<b>\$209,500</b>
2	Tuckpoint boiler stack.	Priority: 3	<b>\$20,900</b>
3	Replace roof areas A, B, C, I, D, H, G, E, F (insatlld 1992) per District roof report.	Priority: 1	<b>\$1,597,200</b>

#### **INTERIOR**

1	Patch terrazzo floors in corridor in a few locations.	Priority: 3	<b>\$6,300</b>
2	Replace wood flooring in the large gym/cafeteria, stage and stage cabinets.	Priority: 2	<b>\$87,100</b>
3	Replace resilient flooring in gym.	Priority: 2	<b>\$47,100</b>
4	Replace AWP's at small gym.	Priority: 3	<b>\$6,700</b>
5	Replace ACT in west wing corridor and room 117.	Priority: 4	<b>\$6,700</b>
6	Replace all doors.	Priority: 3	<b>\$271,300</b>
7	Replace original casework in west wing and storage areas.	Priority: 3	<b>\$68,900</b>
8	Install casework and sink in room 117 to match adjacent classrooms.	Priority: 3	<b>\$23,900</b>
9	Install new VCT flooring on upper level corridor.	Priority: 2	<b>\$68,500</b>
10	Replace finishes (replace tile and patch and paint wall) at staircases.	Priority: 4	<b>\$8,400</b>
11	Provide new security hardware at all classroom doors.	Priority: 4	<b>\$56,800</b>
12	Provide (1) new double stack convection oven and (1) combi oven (and stand).	Priority: 3	<b>\$124,000</b>
13	Rebuild walk in cooler.	Priority: 2	<b>\$55,200</b>
14	Provide (2) 4-well electric hot food serving counters and (1) 6-well cold food serving counter.	Priority: 3	<b>\$60,000</b>
15	Replace the existing dishwasher with a new dishwasher with integral booster heater. It does not appear	Priority: 2	<b>\$90,000</b>

#### **ACCESSIBILITY**

1	Rebuild all toilets (student, single-stall, nurse, kindergarten) to meet current accessibility code.	Priority: 1	<b>\$1,309,900</b>
2	Replace drinking fountain in small gym with accessible type and add wing walls. Add wing walls at	Priority: 2	<b>\$16,600</b>
3	Install power operated actuators on all inaccessible doors in east and south wings.	Priority: 2	<b>\$79,400</b>
4	Install step at protruding coat racks to match west wing.	Priority: 1	<b>\$42,700</b>
5	Install new handrails at 2 staircases.	Priority: 2	<b>\$28,100</b>
6	Install lift for stage access.	Priority: 1	<b>\$66,900</b>

#### **MECHANICAL SYSTEMS**

1	Convert the building from steam to hot water heat. Replace existing boilers with new gas fired high	Priority: 2	<b>\$3,475,000</b>
2	Replace the air handling unit serving the gymnasium/cafeteria with a new constant air volume unit.	Priority: 2	<b>\$340,000</b>
3	Install cooling coil for new air handling unit serving the cafeteria/gymnasium and connect to chilled	Priority: 3	<b>\$40,000</b>



## Independent School District #624 Executive Summary

Lincoln Elementary

4	Provide de-stratification fans in the cafeteria/gymnasium and connect to the building automation	Priority: 2	<b>\$20,000</b>
5	Replace the air handling unit serving the small gymnasium with a new constant air volume unit. The	Priority: 2	<b>\$340,000</b>
6	Install cooling coil for new air handling unit serving the small gymnasium and connect to chilled water	Priority: 4	<b>\$40,000</b>
7	Provide de-stratification fans in the small gymnasium and connect to the building automation system	Priority: 2	<b>\$20,000</b>
8	Provide a variable speed air handling unit to provide a direct source of ventilation air to the custodial	Priority: 2	<b>\$75,000</b>
9	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	<b>\$25,000</b>
10	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	<b>\$25,000</b>
11	Replace the exterior chilled water pipe insulation with new flexible elastomeric insulation and an	Priority: 1	<b>\$30,000</b>
12	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$40,000</b>
13	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$80,000</b>
14	Retrofit the existing chiller and the office condensing unit with cottonwood screens.	Priority: 3	<b>\$15,000</b>
15	Provide extension cones on existing chiller condenser fan discharge to eliminate discharge air re-	Priority: 3	<b>\$10,000</b>
16	Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure	Priority: 2	<b>\$810,000</b>
17	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
18	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>

### ELECTRICAL SYSTEMS

1	Replace aging distribution equipment.	Priority: 2	<b>\$182,000</b>
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$139,800</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$28,500</b>
4	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$17,100</b>
5	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$80,500</b>
6	Provide wireless clock system.	Priority: 3	<b>\$15,500</b>
7	Replace fire alarm system.	Priority: 1	<b>\$64,000</b>



**Lincoln Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$392,200.00</b>
<b>EXTERIOR</b>	<b>\$1,827,600.00</b>
<b>INTERIOR</b>	<b>\$980,900.00</b>
<b>ACCESSIBILITY</b>	<b>\$1,543,600.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$5,465,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$527,400.00</b>
<b>Total Cost</b>	<b>\$10,736,700.00</b>



**Lincoln Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$32,300	\$0	\$143,300	\$75,200	\$141,400	<b>\$392,200</b>
<b>EXTERIOR</b>	\$1,806,700	\$0	\$20,900	\$0	\$0	<b>\$1,827,600</b>
<b>INTERIOR</b>	\$0	\$347,900	\$561,100	\$71,900	\$0	<b>\$980,900</b>
<b>ACCESSIBILITY</b>	\$1,419,500	\$124,100	\$0	\$0	\$0	<b>\$1,543,600</b>
<b>MECHANICAL SYSTEMS</b>	\$65,000	\$5,200,000	\$160,000	\$40,000	\$0	<b>\$5,465,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$81,100	\$262,500	\$183,800	\$0	\$0	<b>\$527,400</b>
<b>Totals:</b>	<b>\$3,404,600</b>	<b>\$5,934,500</b>	<b>\$1,069,100</b>	<b>\$187,100</b>	<b>\$141,400</b>	<b>\$10,736,700</b>



## Matoska International IB World Independent School District #624



**Address:** 2530 Spruce Place  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1962, 1968, 1994, 2004, 2013

**Contact:**

**Gross Area:** 64,570 S.F.

**Site Area:** 10 acres

**Parking:** 96

**Phone:**



## Independent School District #624 Executive Summary

**Matoska International  
IB World**

### Matoska International IB World

#### **SITE**

- |   |  |             |          |
|---|--|-------------|----------|
| 1 | Resurface asphalt in loading dock area and entrance from Spruce place. | Priority: N | \$75,300 |
| 2 | Replace wood monument sign with LED sign.                              | Priority: 4 | \$75,300 |

#### **EXTERIOR**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Tuckpointing at 30% of 1962 and 1968 building areas.                             | Priority: 2 | \$306,300 |
| 2 | Replace 1992 vintage windows (In 1962 and 1968 building areas).                  | Priority: 2 | \$436,300 |
| 3 | Repaint lintels.   | Priority: 2 | \$15,100  |
| 4 | Replace roof areas: E, F, G, and H (installed in 1992) per District roof report. | Priority: 1 | \$220,500 |
| 5 | Replace roof areas: A, B, C and D (installed in 1994) per District roof report.  | Priority: 2 | \$436,200 |
| 6 | Replace roof areas I, J, and K (circ. 2005) per District roof report.            | Priority: N | \$97,900  |

#### **INTERIOR**

- |    |  |             |           |
|----|--|-------------|-----------|
| 1  | Replace carpet in classrooms.  | Priority: 3 | \$55,600  |
| 2  | Replace casework in classrooms (all except 97-101).  | Priority: 3 | \$817,900 |
| 3  | Provide an allowance for door replacement.   | Priority: 3 | \$29,900  |
| 4  | Provide new security hardware at all classroom doors.  | Priority: 3 | \$70,200  |
| 5  | Provide (1) new double stack convection oven and (1) new combi oven in kitchen.                      | Priority: 3 | \$124,000 |
| 6  | Provide walk-in freezer at kitchen (none existing).  | Priority: 2 | \$102,000 |
| 7  | Provide (1) 4-well hot food serving counter and (1) 6-well cold food serving counter at kitchen.     | Priority: 3 | \$60,000  |
| 8  | Replace the kitchen exhaust hood with a new exhaust hood that is three sided and sized appropriately | Priority: 2 | \$30,000  |
| 9  | Relocate the refrigerator/freezer condensing units to the roof.                                      | Priority: N | \$40,000  |
| 10 | Replace the existing dishwasher with a new dishwasher with integral booster heater.                  | Priority: 3 | \$90,000  |

#### **ACCESSIBILITY**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Replace sink and counter in workroom with ADA height equivalent.         | Priority: 2 | \$7,600   |
| 2 | Rebuild transaction window/counter at room 96A to meet ADA requirements. | Priority: 2 | \$6,200   |
| 3 | Provide power operators at (5) doors with deep jambs.                    | Priority: 2 | \$20,900  |
| 4 | Provide wing walls at (2) drinking fountains.                            | Priority: 2 | \$2,700   |
| 5 | Replace (1) Drinking fountain with an accessible electric water cooler.  | Priority: 2 | \$5,500   |
| 6 | Provide new code compliant handrails and guardrails at stairs.           | Priority: 2 | \$28,100  |
| 7 | Major remodel of student gang toilets (4).                               | Priority: 1 | \$668,600 |
| 8 | Minor remodel of private toilet rooms (2).                               | Priority: 2 | \$16,800  |
| 9 | Major remodel of private toilet rooms (6).                               | Priority: 2 | \$351,000 |

#### **MECHANICAL SYSTEMS**

- |   |  |             |             |
|---|--|-------------|-------------|
| 1 | Convert the building from steam to hot water heat. Replace existing boilers with new gas fired high        | Priority: 2 | \$3,360,000 |
| 2 | Replace the air handling unit serving the cafeteria with a new constant air volume unit. The new unit      | Priority: 2 | \$340,000   |
| 3 | Install cooling coil for new air handling unit serving the cafeteria and connect to existing chilled water | Priority: 3 | \$40,000    |
| 4 | Provide de-stratification fans in the cafeteria and connect to the building automation system for time of  | Priority: 2 | \$20,000    |
| 5 | Provide cooling to the gymnasium. Retrofit the existing air handling systems with new chilled water        | Priority: 4 | \$40,000    |





## Independent School District #624 Executive Summary

**Matoska International  
IB World**

6	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	<b>\$25,000</b>
7	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	<b>\$25,000</b>
8	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$35,000</b>
9	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$115,000</b>
10	Retrofit the existing chiller and the office condensing unit with cottonwood screens.	Priority: 3	<b>\$15,000</b>
11	Provide extension cones on existing chiller condenser fan discharge to eliminate discharge air re-	Priority: 3	<b>\$10,000</b>
12	Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure	Priority: 2	<b>\$680,000</b>
13	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
14	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>

### **ELECTRICAL SYSTEMS**

1	Replace aging distribution equipment.	Priority: 2	<b>\$258,300</b>
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$139,800</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$31,900</b>
4	Replace older T8 lighting with energy efficient LED fixtures and controls.	Priority: 3	<b>\$130,200</b>
5	Provide wireless clock system.	Priority: 3	<b>\$16,700</b>



**Matoska International IB World  
Independent School District #624**

<b>SITE</b>	<b>\$150,600.00</b>
<b>EXTERIOR</b>	<b>\$1,512,300.00</b>
<b>INTERIOR</b>	<b>\$1,419,600.00</b>
<b>ACCESSIBILITY</b>	<b>\$1,107,400.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$4,785,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$576,900.00</b>
<b>Total Cost</b>	<b>\$9,551,800.00</b>



**Matoska International IB World  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$0	\$0	\$75,300	\$75,300	<b>\$150,600</b>
<b>EXTERIOR</b>	\$220,500	\$1,193,900	\$0	\$0	\$97,900	<b>\$1,512,300</b>
<b>INTERIOR</b>	\$0	\$132,000	\$1,247,600	\$0	\$40,000	<b>\$1,419,600</b>
<b>ACCESSIBILITY</b>	\$668,600	\$438,800	\$0	\$0	\$0	<b>\$1,107,400</b>
<b>MECHANICAL SYSTEMS</b>	\$35,000	\$4,550,000	\$160,000	\$40,000	\$0	<b>\$4,785,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$0	\$258,300	\$318,600	\$0	\$0	<b>\$576,900</b>
<b>Totals:</b>	<b>\$924,100</b>	<b>\$6,573,000</b>	<b>\$1,726,200</b>	<b>\$115,300</b>	<b>\$213,200</b>	<b>\$9,551,800</b>



**Oneka Elementary  
Independent School District #624**



**Address:** 4888 Heritage Pkwy North  
Hugo, Minnesota 55038

**Year(s) Built:** 2005

**Contact:**

**Gross Area:** 114,260 S.F.

**Site Area:** 44 acres

**Phone:**

**Parking:** 142



## Independent School District #624 Executive Summary

Oneka Elementary

### Oneka Elementary

#### **SITE**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Patch concrete sidewalks near Exit D and north parking loop. | Priority: N | \$46,200  |
| 2 | Resurface asphalt play area.                                 | Priority: N | \$120,400 |
| 3 | Replace wood monument sign with LED sign.                    | Priority: 4 | \$75,300  |
| 4 | Provide splash blocks at (5) overflow drain locations.       | Priority: N | \$3,400   |

#### **EXTERIOR**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Repair / Replace Aluminum window sills to provide positive drainage. | Priority: 1 | \$689,500 |
| 2 | Selective repair of cracked / damaged siding.                        | Priority: 2 | \$1,000   |

#### **INTERIOR**

- |   |   |             |           |
|---|---|-------------|-----------|
| 1 | Replace carpet in classrooms throughout building and Media Center entry.        | Priority: 3 | \$293,700 |
| 2 | Paint HM door frames at all classrooms.   | Priority: 3 | \$5,300   |
| 3 | Repair / Replace wall covering on operable wall panel in gym.                   | Priority: 3 | \$600     |
| 4 | Provide new security hardware at all classroom doors.                           | Priority: 3 | \$70,200  |
| 5 | Provide (1) new double stack convection oven and (1) new combi oven at kitchen. | Priority: 3 | \$124,000 |
| 6 | Relocate existing freezer and cooler compressors to the roof.                   | Priority: N | \$40,000  |

#### **ACCESSIBILITY**

- |   |  |             |         |
|---|--|-------------|---------|
| 1 | Provide 5 grab bars as required in private toilet rooms.           | Priority: 2 | \$1,300 |
| 2 | Provide wing walls at approximately 5 drinking fountain locations. | Priority: 2 | \$6,700 |

#### **MECHANICAL SYSTEMS**

- |   |   |             |           |
|---|---|-------------|-----------|
| 1 | Provide a high efficiency gas fired condensing boiler sized to handle light load spring and fall          | Priority: 2 | \$310,000 |
| 2 | Replace existing boiler isolation valves with new ball valves. Provide isolation valves on each of the    | Priority: 1 | \$45,000  |
| 3 | Replace existing air-cooled chiller plant with new chillers of the same capacity. Provide with de-super   | Priority: 2 | \$595,000 |
| 4 | Replace exterior chilled water pipe insulation with new flexible elastomeric insulation and an            | Priority: 1 | \$30,000  |
| 5 | Repair concrete floor in chiller enclosure by either mud jacking or replacement.                          | Priority: 2 | \$15,000  |
| 6 | Provide a spilt AC system in the data room to provide redundant cooling.                                  | Priority: 3 | \$25,000  |
| 7 | Replace all Trane direct digital controls with new direct digital controls as manufactured by Allerton as | Priority: 2 | \$440,000 |
| 8 | Provide de-stratification fans in the gymnasiums and connect to the building automation system for        | Priority: 2 | \$40,000  |
| 9 | Provide fin tube radiation on remaining perimeter rooms.  | Priority: 2 | \$380,000 |

#### **ELECTRICAL SYSTEMS**

- |   |   |             |           |
|---|---|-------------|-----------|
| 1 | Replace gymnasium fluorescent lighting with energy efficient LED fixtures and controls. | Priority: 2 | \$75,900  |
| 2 | Replace metal halide exterior lighting with LED.  | Priority: 3 | \$190,000 |



**Oneka Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$245,300.00</b>
<b>EXTERIOR</b>	<b>\$690,500.00</b>
<b>INTERIOR</b>	<b>\$533,800.00</b>
<b>ACCESSIBILITY</b>	<b>\$8,000.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$1,880,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$265,900.00</b>
<b>Total Cost</b>	<b>\$3,623,500.00</b>





**Oneka Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$0	\$0	\$75,300	\$170,000	<b>\$245,300</b>
<b>EXTERIOR</b>	\$689,500	\$1,000	\$0	\$0	\$0	<b>\$690,500</b>
<b>INTERIOR</b>	\$0	\$0	\$493,800	\$0	\$40,000	<b>\$533,800</b>
<b>ACCESSIBILITY</b>	\$0	\$8,000	\$0	\$0	\$0	<b>\$8,000</b>
<b>MECHANICAL SYSTEMS</b>	\$75,000	\$1,780,000	\$25,000	\$0	\$0	<b>\$1,880,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$0	\$75,900	\$190,000	\$0	\$0	<b>\$265,900</b>
<b>Totals:</b>	<b>\$764,500</b>	<b>\$1,864,900</b>	<b>\$708,800</b>	<b>\$75,300</b>	<b>\$210,000</b>	<b>\$3,623,500</b>



**Otter Lake Elementary  
Independent School District #624**



**Address:** 1401 County Road H2  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1987, 1994

**Contact:**

**Gross Area:** 103,490 S.F.

**Site Area:**

**Parking:** 90

**Phone:**



## Independent School District #624 Executive Summary

Otter Lake Elementary

### Otter Lake Elementary

#### **SITE**

- |   |   |             |          |
|---|---|-------------|----------|
| 1 | Resurface asphalt play area and walking path.   | Priority: 2 | \$22,600 |
| 2 | Provide continuous piping connection from roof drain directly into underground storm sewer at (1) | Priority: 3 | \$15,000 |
| 3 | Replace wood monument sign with LED sign.   | Priority: 4 | \$75,200 |

#### **EXTERIOR**

- |   |   |             |             |
|---|---|-------------|-------------|
| 1 | Replace all exterior glazed block with brick.                                       | Priority: 3 | \$2,087,500 |
| 2 | Replace all windows and replace aluminum entrance storefronts.                      | Priority: 2 | \$245,700   |
| 3 | Patch and repaint exterior plaster soffits at building entrances.                   | Priority: 3 | \$1,500     |
| 4 | Replace roof areas A, B, C, D, D1, D2, E (installed 1999) per District roof report. | Priority: 4 | \$3,541,500 |

#### **INTERIOR**

- |    |  |             |           |
|----|--|-------------|-----------|
| 1  | Replace wall pad in gymnasium.   | Priority: 3 | \$700     |
| 2  | Replace vinyl base in gymnasium.   | Priority: 3 | \$2,000   |
| 3  | Replace carpet in media center, classrooms.  | Priority: 3 | \$60,500  |
| 4  | Replace ACT ceiling in media center, classrooms.   | Priority: 4 | \$388,900 |
| 5  | Replace Casework in media center, classrooms.  | Priority: 3 | \$266,400 |
| 6  | Provide painting allowance for hollow metal door frames and handrails and some c blk wall touch ups. | Priority: 4 | \$16,700  |
| 7  | Replace 10% of wood doors throughout facility.   | Priority: 4 | \$48,500  |
| 8  | Replace vinyl wall covering on operable wall in gym.   | Priority: 3 | \$13,400  |
| 9  | Provide new security hardware at all classroom doors.  | Priority: 4 | \$105,300 |
| 10 | Provide (1) new double stack convection oven and (1) combi oven (and stand).                         | Priority: 3 | \$124,000 |
| 11 | Rebuild walk in freezer.   | Priority: 2 | \$55,200  |
| 12 | Provide (2) 4-well electric hot food serving counters and (1) cold food serving counter.             | Priority: 3 | \$60,000  |

#### **ACCESSIBILITY**

- |   |   |             |           |
|---|---|-------------|-----------|
| 1 | Fill in reading stair in Media center, kindergarten room 203 & 205.     | Priority: 2 | \$20,900  |
| 2 | Provide power door operator at (3) doors.                               | Priority: 2 | \$12,600  |
| 3 | Provide wing walls at (3) drinking fountain locations.                  | Priority: 2 | \$4,000   |
| 4 | Replace drinking fountain in gym with accessible electric water cooler. | Priority: 2 | \$5,500   |
| 5 | Provide rear grab bars at (2) accessible toilet stalls in 300-wing.     | Priority: 1 | \$1,600   |
| 6 | Minor remodel of student gang toilets (1).                              | Priority: 1 | \$66,900  |
| 7 | Major remodel of private toilets (7).                                   | Priority: 1 | \$409,500 |

#### **MECHANICAL SYSTEMS**

- |   |  |             |             |
|---|--|-------------|-------------|
| 1 | Full replacement of existing hot water boiler plant with new high efficiency condensing boiler plant     | Priority: 2 | \$1,350,000 |
| 2 | Remove rooftop DX unit serving the lounge and replace air handling unit serving the southeast            | Priority: 1 | \$2,100,000 |
| 3 | Replace air handling unit serving the District #916 tenant space in the southeast classroom pod with a   | Priority: 2 | \$340,000   |
| 4 | Replace air handling unit serving the gymnasium with a new constant volume unit. The new unit will       | Priority: 2 | \$340,000   |
| 5 | Install cooling coil for new air handling unit serving the gymnasium and connect to chilled water plant. | Priority: 4 | \$40,000    |
| 6 | Provide a split DX system for redundant cooling of the data room. Also locate a control for the VAV      | Priority: 3 | \$25,000    |



## Independent School District #624 Executive Summary

Otter Lake Elementary

7	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$180,000</b>
8	Provide de-stratification fans in the gymnasium and connect to the building automation system for time	Priority: 2	<b>\$40,000</b>
9	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$10,000</b>
10	Retrofit the existing chiller with cottonwood screens.	Priority: 3	<b>\$10,000</b>
11	Provide extension cones on existing chiller condenser fan discharge to eliminate discharge air re-	Priority: 3	<b>\$10,000</b>

### ELECTRICAL SYSTEMS

1	Provide surge suppression at main electrical service.	Priority: 3	<b>\$6,000</b>
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$243,000</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$53,600</b>
4	Replace aged T8 lighting with energy efficient LED fixtures.	Priority: 3	<b>\$259,500</b>
5	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$20,900</b>
6	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$180,000</b>
7	Provide wireless clock system.	Priority: 3	<b>\$26,700</b>
8	Replace fire alarm system.	Priority: 1	<b>\$117,900</b>



**Otter Lake Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$112,800.00</b>
<b>EXTERIOR</b>	<b>\$5,876,200.00</b>
<b>INTERIOR</b>	<b>\$1,141,600.00</b>
<b>ACCESSIBILITY</b>	<b>\$521,000.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$4,445,000.00</b>
<b><u>ELECTRICAL SYSTEMS</u></b>	<b><u>\$907,600.00</u></b>
<b>Total Cost</b>	<b>\$13,004,200.00</b>



**Otter Lake Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$22,600	\$15,000	\$75,200	\$0	<b>\$112,800</b>
<b>EXTERIOR</b>	\$0	\$245,700	\$2,089,000	\$3,541,500	\$0	<b>\$5,876,200</b>
<b>INTERIOR</b>	\$0	\$55,200	\$527,000	\$559,400	\$0	<b>\$1,141,600</b>
<b>ACCESSIBILITY</b>	\$478,000	\$43,000	\$0	\$0	\$0	<b>\$521,000</b>
<b>MECHANICAL SYSTEMS</b>	\$2,100,000	\$2,260,000	\$45,000	\$40,000	\$0	<b>\$4,445,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$138,800	\$180,000	\$588,800	\$0	\$0	<b>\$907,600</b>
<b>Totals:</b>	<b>\$2,716,800</b>	<b>\$2,806,500</b>	<b>\$3,264,800</b>	<b>\$4,216,100</b>	<b>\$0</b>	<b>\$13,004,200</b>





**Vadnais Heights Elementary  
Independent School District #624**



**Address:** 3645 Centerville Road  
Vadnais Heights, Minnesota  
55127

**Year(s) Built:** 1950, 1955, 1668, 1987, 2012

**Contact:**

**Gross Area:** 60,775 S.F.

**Site Area:** 16 acres

**Parking:** 89

**Phone:**



## Independent School District #624 Executive Summary

### Vadnais Heights Elementary

#### Vadnais Heights Elementary

##### **SITE**

1	Resurface asphalt in south lot, northwest corner of north lot, and ramp to media center emergency exit.	Priority: N	<b>\$103,100</b>
2	Expand the south parking lot to twice its current size.	Priority: 4	<b>\$231,700</b>
3	Replace steel guardrail at door L, patch concrete retaining wall.	Priority: 2	<b>\$5,100</b>
4	Replace wood monument sign with LED sign.	Priority: 4	<b>\$75,300</b>
5	Replace the concrete sidewalk at door C with a concrete stoop that is level with the threshold. Replace	Priority: 2	<b>\$3,900</b>
6	Replace the sidewalk and stairs leading from door K to the playground with a concrete ramp	Priority: 2	<b>\$37,800</b>

##### **EXTERIOR**

1	Replace all exterior windows except main entry storefront (installed 2012).	Priority: 2	<b>\$328,500</b>
2	Tuckpoint brick walls built before 1987.	Priority: 3	<b>\$321,900</b>
3	Replace roof area I (installed 1991) per District roof report.	Priority: 1	<b>\$298,900</b>
4	Replace roof areas A, C, D, E and F (installed 1995) per District roof report.	Priority: 2	<b>\$526,700</b>
5	Replace roof areas B, G, J, K, L, M, and O (installed 1998) per District roof report.	Priority: 3	<b>\$807,700</b>

##### **INTERIOR**

1	Replace all wood doors in the building (provide security hardware at classroom doors).	Priority: 3	<b>\$278,100</b>
2	Replace casework in media center, extended day room and gymnasium office.	Priority: 3	<b>\$26,700</b>
3	Repair/replace damaged ACT ceilings.	Priority: N	<b>\$9,700</b>
4	Replace carpet in extended day room.	Priority: 3	<b>\$2,900</b>
5	Replace VCT in gymnasium and cafeteria. Provide moisture mitigation.	Priority: 3	<b>\$139,900</b>
6	Replace gymnasium wall pads.	Priority: 3	<b>\$12,200</b>
7	Provide (1) new double stack convection oven and (1) new combi oven in kitchen.	Priority: 3	<b>\$124,000</b>
8	Provide walk-in freezer at kitchen (none existing).	Priority: 2	<b>\$102,000</b>
9	Provide (1) 4-well hot food serving counter and (1) 6-well cold food serving counter at kitchen.	Priority: 3	<b>\$60,000</b>

##### **ACCESSIBILITY**

1	Provide power operator at five doors.	Priority: 2	<b>\$20,900</b>
2	Replace handrails at stairwells throughout the building with handrails that meet code requirements.	Priority: 2	<b>\$42,200</b>
3	Install permanent boot ledge on floor below coat hooks and shelves at same depth as maximum	Priority: 2	<b>\$44,400</b>
4	Provide wing walls at (5) drinking fountains in hallways to meet ADA clear floor space and accessible	Priority: 2	<b>\$6,700</b>
5	Level out floor at extended day room.	Priority: 2	<b>\$2,600</b>
6	Replace lift between classroom tower and cafeteria.	Priority: 1	<b>\$41,800</b>
7	Minor remodel of student gang toilets (5).	Priority: 1	<b>\$83,600</b>
8	Major remodel of student gang toilets (5).	Priority: 1	<b>\$835,700</b>
9	Major remodel of private toilets (9).	Priority: 2	<b>\$526,500</b>

##### **MECHANICAL SYSTEMS**

1	Convert building from steam to hot water heat. Replace existing boilers with new gas fired high	Priority: 2	<b>\$1,200,000</b>
2	Provide a new constant volume air handling system to heat and ventilate the cafeteria. The unit to be	Priority: 2	<b>\$340,000</b>
3	Install cooling coil for new air handling unit serving the cafeteria and connect to chilled water system.	Priority: 3	<b>\$40,000</b>



## Independent School District #624 Executive Summary

### Vadnais Heights Elementary

4	Provide de-stratification fans in the cafeteria and connect to the building automation system for time of	Priority: 2	<b>\$20,000</b>
5	Replace air handling unit serving gymnasium with a new heating and ventilating unit. The unit to be	Priority: 2	<b>\$340,000</b>
6	Install cooling coil for new air handling unit serving the gymnasium and connect to existing chilled	Priority: 4	<b>\$40,000</b>
7	Provide de-stratification fans in the gymnasium and connect to the building automation system for time	Priority: 2	<b>\$20,000</b>
8	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	<b>\$25,000</b>
9	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	<b>\$25,000</b>
10	Provide an exhaust system to ventilate the outdoor storage area. Transfer air from the outside through	Priority: 1	<b>\$20,000</b>
11	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$10,000</b>
12	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$110,000</b>
13	Retrofit the existing chiller and the three roof mounted condensing units with cottonwood screens.	Priority: 3	<b>\$10,000</b>
14	Provide extension cones on existing chiller condenser fan discharge to eliminate discharge air re-	Priority: 3	<b>\$10,000</b>
15	Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure	Priority: 2	<b>\$340,000</b>
16	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
17	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>
18	Replace the existing water softener with a new water softening system to serve the building hot water.	Priority: 3	<b>\$55,000</b>

#### ELECTRICAL SYSTEMS

1	Replace aging distribution equipment.	Priority: 2	<b>\$106,400</b>
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$139,800</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$30,800</b>
4	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$24,700</b>
5	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$84,300</b>
6	Provide wireless clock system.	Priority: 3	<b>\$16,700</b>
7	Replace fire alarm devices and wiring.	Priority: 2	<b>\$69,300</b>



**Vadnais Heights Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$456,900.00</b>
<b>EXTERIOR</b>	<b>\$2,283,700.00</b>
<b>INTERIOR</b>	<b>\$755,500.00</b>
<b>ACCESSIBILITY</b>	<b>\$1,604,400.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$2,685,000.00</b>
<b><u>ELECTRICAL SYSTEMS</u></b>	<b><u>\$472,000.00</u></b>
<b>Total Cost</b>	<b>\$8,257,500.00</b>



**Vadnais Heights Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

<b>CATEGORY:</b>	<b>Priority 1:</b>	<b>Priority 2:</b>	<b>Priority 3:</b>	<b>Priority 4:</b>	<b>LTFM</b>	<b>Total</b>
<b>SITE</b>	\$0	\$46,800	\$0	\$307,000	\$103,100	<b>\$456,900</b>
<b>EXTERIOR</b>	\$298,900	\$855,200	\$1,129,600	\$0	\$0	<b>\$2,283,700</b>
<b>INTERIOR</b>	\$0	\$102,000	\$643,800	\$0	\$9,700	<b>\$755,500</b>
<b>ACCESSIBILITY</b>	\$961,100	\$643,300	\$0	\$0	\$0	<b>\$1,604,400</b>
<b>MECHANICAL SYSTEMS</b>	\$55,000	\$2,380,000	\$210,000	\$40,000	\$0	<b>\$2,685,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$24,700	\$260,000	\$187,300	\$0	\$0	<b>\$472,000</b>
<b>Totals:</b>	<b>\$1,339,700</b>	<b>\$4,287,300</b>	<b>\$2,170,700</b>	<b>\$347,000</b>	<b>\$112,800</b>	<b>\$8,257,500</b>



**Willow Lane Elementary  
Independent School District #624**



**Address:** 3375 Willow Avenue  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1965, 1994, 2013

**Contact:**

**Gross Area:** 59,125 S.F.

**Site Area:** 14 acres

**Parking:** 76

**Phone:**





## Independent School District #624 Executive Summary

### Willow Lane Elementary

#### Willow Lane Elementary

##### **SITE**

1	Resurface asphalt at north sidewalk.	Priority: N	\$5,400
2	Replace deteriorated / missing landscape blocks at flower bed near north entry.	Priority: N	\$700
3	Repaint bollards.	Priority: N	\$1,100
4	Reseeding allowance.	Priority: N	\$900
5	Replace wood monument sign with LED sign.	Priority: 4	\$75,300

##### **EXTERIOR**

1	Replace windows on original building (not 2013 additions).	Priority: 2	\$293,900
2	Repair / replace loose can light at main entry canopy.	Priority: N	\$800
3	Patch / repair concrete at loading dock.	Priority: 2	\$5,600
4	Replace roof areas A, B, C, D, E, and F (installed 1990-1995) per District roof report.	Priority: 1	\$963,300

##### **INTERIOR**

1	Replace all original casework.	Priority: 3	\$427,100
2	Replace VCT in kindergarten classrooms (106 & 108).	Priority: 3	\$15,100
3	Replace broadloom carpet with carpet tile (low priority).	Priority: 4	\$198,900
4	Painting allowance for door frames.	Priority: 3	\$2,600
5	Replace wood doors in cafeteria.	Priority: 3	\$27,600
6	Recaulk sealant joints in gym precast walls, provide new color-coordinated sealant.	Priority: 4	\$40,200
7	Provide new security hardware at all classroom doors.	Priority: 3	\$53,500
8	Provide (1) new double stack convection oven in kitchen.	Priority: 3	\$60,200
9	Provide walk-in freezer at kitchen (none existing).	Priority: 2	\$102,000
10	Provide (1) 4-well hot food serving counter and (1) 6-well cold food serving counter at kitchen.	Priority: 3	\$60,000

##### **ACCESSIBILITY**

1	Provide wing walls at (4) drinking fountains as required per ADA.	Priority: 2	\$5,300
2	Replace handrails and guardrails at stairways in classroom wing to meet current codes.	Priority: 2	\$28,100
3	Provide permanent boot ledge at the floor below coat hooks and shelves in classroom corridors.	Priority: 2	\$2,300
4	Provide power operators at (2) doors into room 100.	Priority: 2	\$8,400
5	Remove fixtures from toilet room in multi-use room 100 and patch walls and floors as required to	Priority: 2	\$9,200
6	Major remodel of student gang toilets (4).	Priority: 1	\$668,600
7	Minor remodel of private toilets (4).	Priority: 2	\$33,500
8	Major remodel of private toilets (6).	Priority: 2	\$351,000

##### **MECHANICAL SYSTEMS**

1	Convert the building from steam to hot water heat. Replace the existing boilers with new gas fired	Priority: 2	\$3,170,000
2	Provide a variable speed air handling unit to provide a direct source of ventilation air to the custodial	Priority: 2	\$335,000
3	Remove the kitchen make-up air unit and provide a transfer air path from the adjacent cafeteria.	Priority: 2	\$20,000
4	Provide cooling to the gymnasium. Retrofit the existing air handling system with new chilled water	Priority: 4	\$40,000
5	Provide cooling to the entry commons area. Retrofit the existing air handling system with new chilled	Priority: 4	\$40,000



## Independent School District #624 Executive Summary

### Willow Lane Elementary

6	Provide de-stratification fans in the cafeteria and connect to the building automation system for time of	Priority: 2	<b>\$20,000</b>
7	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	<b>\$25,000</b>
8	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	<b>\$25,000</b>
9	Replace the exterior chilled water pipe insulation with new flexible elastomeric insulation and an	Priority: 1	<b>\$30,000</b>
10	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$30,000</b>
11	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$110,000</b>
12	Retrofit the existing chiller and the office condensing unit with cottonwood screens.	Priority: 3	<b>\$7,500</b>
13	Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure	Priority: 2	<b>\$660,000</b>
14	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
15	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>

#### ELECTRICAL SYSTEMS

1	Replace aging distribution equipment.	Priority: 2	<b>\$182,300</b>
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$139,800</b>
3	Provide additional power outlets in classrooms.	Priority: 3	<b>\$28,500</b>
4	Replace aged T8 lighting with energy efficient LED fixtures.	Priority: 3	<b>\$148,000</b>
5	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$9,500</b>
6	Replace metal halide exterior lighting with LED.	Priority: 2	<b>\$106,800</b>
7	Replace fire alarm system.	Priority: 1	<b>\$67,400</b>



**Willow Lane Elementary  
Independent School District #624**

<b>SITE</b>	<b>\$83,400.00</b>
<b>EXTERIOR</b>	<b>\$1,263,600.00</b>
<b>INTERIOR</b>	<b>\$987,200.00</b>
<b>ACCESSIBILITY</b>	<b>\$1,106,400.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$4,592,500.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$682,300.00</b>
<b>Total Cost</b>	<b>\$8,715,400.00</b>



**Willow Lane Elementary  
Independent School District #624  
Cost Analysis By Category By Priority**

<b>CATEGORY:</b>	<b>Priority 1:</b>	<b>Priority 2:</b>	<b>Priority 3:</b>	<b>Priority 4:</b>	<b>LTFM</b>	<b>Total</b>
<b>SITE</b>	\$0	\$0	\$0	\$75,300	\$8,100	<b>\$83,400</b>
<b>EXTERIOR</b>	\$963,300	\$299,500	\$0	\$0	\$800	<b>\$1,263,600</b>
<b>INTERIOR</b>	\$0	\$102,000	\$646,100	\$239,100	\$0	<b>\$987,200</b>
<b>ACCESSIBILITY</b>	\$668,600	\$437,800	\$0	\$0	\$0	<b>\$1,106,400</b>
<b>MECHANICAL SYSTEMS</b>	\$65,000	\$4,345,000	\$102,500	\$80,000	\$0	<b>\$4,592,500</b>
<b>ELECTRICAL SYSTEMS</b>	\$76,900	\$289,100	\$316,300	\$0	\$0	<b>\$682,300</b>
<b>Totals:</b>	<b>\$1,773,800</b>	<b>\$5,473,400</b>	<b>\$1,064,900</b>	<b>\$394,400</b>	<b>\$8,900</b>	<b>\$8,715,400</b>



**WBL Area Learning Center  
Independent School District #624**



**Address:** 2449 Orchard Lane  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1964, 1994

**Contact:**

**Gross Area:** 41,640 S.F.

**Site Area:** 10 acres

**Parking:** 134

**Phone:**



## Independent School District #624 Executive Summary

### WBL Area Learning Center

#### WBL Area Learning Center

##### **SITE**

1	Repair / replace curbs around planting beds.	Priority: N	<b>\$4,100</b>
2	Resurface asphalt at receiving.	Priority: N	<b>\$30,100</b>
3	Replace the asphalt sidewalk in front of the building with a concrete sidewalk.	Priority: 2	<b>\$94,300</b>
4	Use mud jacking to level the sidewalk at the south entrance.	Priority: 2	<b>\$6,100</b>
5	Replace the wood curb surrounding the volleyball court.	Priority: N	<b>\$8,700</b>
6	Replace wood monument sign with LED sign.	Priority: 4	<b>\$75,300</b>
7	Provide new accessible sidewalk and curb ramp for accessible parking stalls.	Priority: 2	<b>\$10,100</b>

##### **EXTERIOR**

1	Replace all windows, and make necessary modifications to wall assembly to prevent future leaks.	Priority: 1	<b>\$305,900</b>
2	Tuckpointing on 50% of the building.	Priority: 3	<b>\$529,800</b>
3	Replace roof areas A and B (installed 1991) per District roof report.	Priority: 1	<b>\$282,500</b>
4	Replace roof areas C, D, E, and F (installed 1994) per District roof report.	Priority: 1	<b>\$574,500</b>

##### **INTERIOR**

1	Provide new finish for operable wall in gym/cafeteria.	Priority: 3	<b>\$11,700</b>
2	Replace quarry tile in kitchen.	Priority: 3	<b>\$37,100</b>
3	Reconfigure office suite and add door from main entry vestibule to create new secure entry sequence.	Priority: 3	<b>\$305,900</b>
4	Replace casework in classrooms.	Priority: 3	<b>\$241,700</b>
5	Replace carpet in classrooms.	Priority: 3	<b>\$147,500</b>
6	Replace wood door to room #210.	Priority: 3	<b>\$2,300</b>
7	Recaulk sealant joints in corridor walls at pilasters.	Priority: 3	<b>\$14,100</b>
8	Provide new security hardware at all classroom doors.	Priority: 3	<b>\$45,200</b>
9	Provide (1) new combi oven in kitchen.	Priority: 3	<b>\$63,900</b>
10	Provide walk-in freezer at kitchen (none existing).	Priority: 2	<b>\$10,200</b>
11	Provide (1) 4-well electric hot food serving counter and (1) 6-well electric cold food serving counter in	Priority: 3	<b>\$60,000</b>
12	Relocate the freezer and cooler compressors to the roof.	Priority: N	<b>\$40,000</b>
13	Replace the existing dishwasher with a new dishwasher with inetgral booster heater.	Priority: 3	<b>\$90,000</b>

##### **ACCESSIBILITY**

1	Remove toilet from science classroom 108. Patch wall and floor as required.	Priority: 2	<b>\$4,600</b>
2	Provide wing walls at (2) drinking fountains to meet accessibility codes.	Priority: 2	<b>\$2,700</b>
3	Remove non-accessible drinking fountains and wall-mounted lavatories from rooms 106 & 108 and	Priority: 2	<b>\$13,800</b>
4	Replace handrails at north and south stairways with new ADA accessible handrails.	Priority: 2	<b>\$28,100</b>
5	Major remodel of student gang toilets (4).	Priority: 1	<b>\$668,600</b>
6	Minor remodel of private toilets (2).	Priority: 2	<b>\$16,800</b>
7	Major remodel of private toilets (4).	Priority: 2	<b>\$234,000</b>

##### **MECHANICAL SYSTEMS**

1	Convert the building from steam to hot water heat. Replace existing boilers with new gas fired high	Priority: 2	<b>\$2,900,000</b>
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## Independent School District #624 Executive Summary

### WBL Area Learning Center

2	Provide a new air cooled chilled water plant for cooling. The plant will be sized to handle all of the	Priority: 2	<b>\$430,000</b>
3	Classroom Option 1 - (\$3,245,000.00) Replace the existing ventilation systems serving the classrooms	Priority: 2	<b>\$0</b>
4	Classroom Option 2 - (\$3,515,000.00) Replace the existing ventilation systems serving the classrooms	Priority: 2	<b>\$3,515,000</b>
5	Replace the existing ventilation systems serving the front office with a new roof mounted variable air	Priority: 2	<b>\$260,000</b>
6	Install direct expansion cooling coil for new air handling unit serving the office area and install	Priority: 4	<b>\$40,000</b>
7	Replace the air-handling unit serving the cafeteria/gymnasium with a new constant air volume unit.	Priority: 2	<b>\$340,000</b>
8	Install cooling coil for new air handling unit serving the cafeteria/gymnasium and connect to new	Priority: 3	<b>\$40,000</b>
9	Provide de-stratification fans in the cafeteria/gymnasium and connect to the building automation	Priority: 2	<b>\$20,000</b>
10	Provide a variable speed air-handling unit to provide a direct source of ventilation air to the custodial	Priority: 2	<b>\$260,000</b>
11	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	<b>\$25,000</b>
12	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	<b>\$25,000</b>
13	Replace all remaining pneumatic controls with new direct digital controls as an extension of the	Priority: 2	<b>\$15,000</b>
14	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	<b>\$80,000</b>
15	Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure	Priority: 2	<b>\$600,000</b>
16	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 3	<b>\$70,000</b>
17	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$10,000</b>

### ELECTRICAL SYSTEMS

1	Replace aging service entrance switchboard.	Priority: 2	<b>\$76,000</b>
2	Replace aging distribution equipment.	Priority: 2	<b>\$303,900</b>
3	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$109,400</b>
4	Provide additional power outlets in classrooms.	Priority: 3	<b>\$22,800</b>
5	Replace T8 lighting with energy efficient LED fixtures.	Priority: 3	<b>\$104,400</b>
6	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$9,500</b>
7	Replace metal halide exterior lighting with LED.	Priority: 3	<b>\$60,800</b>
8	Replace fire alarm devices and wiring.	Priority: 1	<b>\$47,500</b>



**WBL Area Learning Center  
Independent School District #624**

<b>SITE</b>	<b>\$228,700.00</b>
<b>EXTERIOR</b>	<b>\$1,692,700.00</b>
<b>INTERIOR</b>	<b>\$1,069,600.00</b>
<b>ACCESSIBILITY</b>	<b>\$968,600.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$8,630,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$734,300.00</b>
<b>Total Cost</b>	<b>\$13,323,900.00</b>



**WBL Area Learning Center  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$110,500	\$0	\$75,300	\$42,900	<b>\$228,700</b>
<b>EXTERIOR</b>	\$1,162,900	\$0	\$529,800	\$0	\$0	<b>\$1,692,700</b>
<b>INTERIOR</b>	\$0	\$10,200	\$1,019,400	\$0	\$40,000	<b>\$1,069,600</b>
<b>ACCESSIBILITY</b>	\$668,600	\$300,000	\$0	\$0	\$0	<b>\$968,600</b>
<b>MECHANICAL SYSTEMS</b>	\$35,000	\$8,420,000	\$135,000	\$40,000	\$0	<b>\$8,630,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$57,000	\$379,900	\$297,400	\$0	\$0	<b>\$734,300</b>
<b>Totals:</b>	<b>\$1,923,500</b>	<b>\$9,220,600</b>	<b>\$1,981,600</b>	<b>\$115,300</b>	<b>\$82,900</b>	<b>\$13,323,900</b>



**Sunrise Park Middle School  
Independent School District #624**



**Address:** 1399 Cedar Avenue  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1958, 1995

**Contact:**

**Gross Area:** 122,410 S.F.

**Site Area:** 23 acres

**Parking:** 187

**Phone:**



## Independent School District #624 Executive Summary

### Sunrise Park Middle School

#### Sunrise Park Middle School

##### SITE

1	Repair / replace fence at northwest ballfield.	Priority: N	\$3,800
2	Provide new track surface for running track.	Priority: 3	\$558,700
3	Provide new sand for long jump pit.	Priority: N	\$500
4	Re-seed southeast playing field (east of hockey rink).	Priority: N	\$28,500
5	Remove grass from edges of baseball diamond(s), provide additional ball diamond mix as required.	Priority: N	\$5,100
6	Replace uneven sidewalk panels at northwest corner of building.	Priority: N	\$14,800
7	Resurface asphalt in west parking lot and south bus loop.	Priority: N	\$383,600
8	Replace concrete sidewalk at entry canopy columns, provide control joints as required.	Priority: 3	\$10,400
9	Repaint concrete block walls of storage shed.	Priority: N	\$2,900
10	Clean up debris, remove old borders, level ground and reseed in both courtyards.	Priority: N	\$15,100
11	Provide (2) concrete splash blocks at downspouts in west courtyard.	Priority: N	\$1,400
12	Replace concrete sidewalk at north end of east courtyard.	Priority: N	\$21,800
13	Replace wood monument sign with LED sign.	Priority: 4	\$75,300
14	Provide new concrete stoop at door M.	Priority: N	\$600
15	Provide new signage at (3) accessible parking stalls.	Priority: 2	\$4,100
16	Provide accessible curb ramp at door I and T stoops.	Priority: 2	\$2,200

##### EXTERIOR

1	Tuckpointing allowance (50%).	Priority: 3	\$716,300
2	Repaint steel structure in courtyards and at south canopy.	Priority: 3	\$25,100
3	Replace all windows.	Priority: 2	\$356,000
4	Replace roof areas A, B, C, and E (installed 1989) per District roof report.	Priority: 1	\$1,321,000
5	Replace roof areas D, F, G, H, I, J, K, M, and N (installed in 1993 and 1994) per District roof report.	Priority: 2	\$3,717,000

##### INTERIOR

1	Repair terrazzo at building transition outside gym. Provide expansion joint in floor slab.	Priority: 4	\$2,200
2	Reconfigure main office suite for new secure vestibule.	Priority: 3	\$501,400
3	Replace P.lam countertops in designated areas.	Priority: 3	\$46,800
4	Replace solid surface countertops in science rooms.	Priority: 4	\$142,900
5	Wood door replacement allowance.	Priority: 3	\$27,200
6	Replace terrazzo at building entries B, C, L, T and V.	Priority: 3	\$73,200
7	Replace carpet in Media Center, rooms 506 & 513.	Priority: 3	\$35,000
8	Replace VCT flooring in Gym 3, Cafeteria and East addition storage room. Provide moisture	Priority: 3	\$136,400
9	Paint columns in cafeteria and curb at band room ramp.	Priority: N	\$200
10	Provide new security hardware at all classroom doors.	Priority: 3	\$108,700
11	Provide (2) new double stack convection ovens and (1) rotating oven in kitchen.	Priority: 3	\$191,800
12	Provide walk-in freezer at kitchen.	Priority: 2	\$102,000
13	Provide (2) 4-well electric hot food serving counters and (1) 6-well electric cold food serving counter	Priority: 3	\$95,000



## Independent School District #624 Executive Summary

### Sunrise Park Middle School

- |   |             |          |
|---|-------------|----------|
| 14 Remodel Ala Carte Area: Provide (1) grab-n-go hot case and (1) grab-n-go cooler. | Priority: 4 | \$70,100 |
| 15 Relocate the freezer and cooler compressors to the roof.                         | Priority: N | \$40,000 |

#### ACCESSIBILITY

- |   |             |           |
|---|-------------|-----------|
| 1 Provide door actuators at 17 doors throughout the facility.   | Priority: 2 | \$117,600 |
| 2 Provide wing walls at (9) EWC drinking fountains.   | Priority: 2 | \$12,000  |
| 3 Remove semi-recessed porcelain drinking fountain and patch concrete block wall in girls locker room.    | Priority: 2 | \$2,600   |
| 4 Modify steel handrails at (4) stairs in industrial tech and computer lab rooms to extend past stair run | Priority: 2 | \$20,100  |
| 5 Major remodel of private toilets (7).   | Priority: 2 | \$409,300 |

#### MECHANICAL SYSTEMS

- |   |             |              |
|---|-------------|--------------|
| 1 Convert building from steam to hot water heat. Replace existing boilers with new gas fired high           | Priority: 1 | \$6,300,000  |
| 2 Provide a new central air cooled chilled water plant to provide capacity to cool all building areas.      | Priority: 1 | \$600,000    |
| 3 Provide a new independent heating and ventilation constant volume system to serve gymnasiums. The         | Priority: 2 | \$1,015,000  |
| 4 Install cooling coil for new air handling units serving the gymnasium for connection to chilled water     | Priority: 4 | \$110,000    |
| 5 Provide a new independent heating and ventilation constant volume system to serve cafeteria. The new      | Priority: 2 | \$340,000    |
| 6 Install cooling coils for new air handling units serving the cafeteria for connection to chilled water    | Priority: 3 | \$40,000     |
| 7 Provide a new independent heating and ventilation constant volume system to serve locker rooms. The       | Priority: 2 | \$340,000    |
| 8 Install cooling coils for new air handling units serving the locker rooms for connection to chilled water | Priority: 4 | \$40,000     |
| 9 Classroom Option 1 - (\$10,660,000.00) Replace existing horizontal unit ventilators with new vertical     | Priority: 1 | \$0          |
| 10 Classroom Option 2 - (\$10,985,000.00) Provide a new roof mounted air handling system for heating,       | Priority: 1 | \$0          |
| 11 Classroom Option 3 - (\$11,550,000.00) Provide a new 4-pipe displacement and chilled beam system         | Priority: 1 | \$11,550,000 |
| 12 Provide commissioning services to validate performance of all new and existing systems. Work scope       | Priority: 1 | \$225,000    |
| 13 Provide de-stratification fans in the gymnasiums to improve heating efficiency.                          | Priority: 2 | \$55,000     |
| 14 Replace oldest DX unit serving the data room and relocate supply air to more appropriate source.         | Priority: 1 | \$25,000     |
| 15 Replace secondary DX unit serving the data room and relocate supply air to more appropriate source       | Priority: 3 | \$25,000     |
| 16 Replace all remaining pneumatic controls and the direct digital controls. Re-evaluate the building code  | Priority: 2 | \$25,000     |
| 17 Replace galvanized domestic hot and cold water distribution systems with new copper piping. Ensure       | Priority: 2 | \$1,570,000  |
| 18 Replace the domestic water heating system and storage tank with a new concealed combustion high          | Priority: 3 | \$110,000    |
| 19 Replace the main domestic water shut-off valve on the upstream side of the water meter.                  | Priority: 1 | \$10,000     |

#### ELECTRICAL SYSTEMS

- |  |             |           |
|--|-------------|-----------|
| 1 Replace medium voltage service gear with 208V distribution.  | Priority: 1 | \$197,500 |
| 2 Replace aging distribution equipment.  | Priority: 1 | \$455,800 |
| 3 Add life safety and other loads to emergency generator, include transfer switches, panels and lighting | Priority: 3 | \$76,000  |
| 4 Provide additional power outlets in classrooms.  | Priority: 3 | \$62,700  |
| 5 Replace T8 lighting with energy efficient LED fixtures and controls.                                   | Priority: 3 | \$306,900 |
| 6 Provide exterior egress lighting at each exit.   | Priority: 1 | \$30,400  |
| 7 Replace metal halide exterior lighting with LED.   | Priority: 2 | \$136,800 |
| 8 Provide wireless clock system.   | Priority: 3 | \$29,300  |





## Independent School District #624 Executive Summary

**Sunrise Park Middle  
School**

9 Replace fire alarm devices and wiring.

Priority: 2

**\$139,500**



**Sunrise Park Middle School  
Independent School District #624**

<b>SITE</b>	<b>\$1,128,800.00</b>
<b>EXTERIOR</b>	<b>\$6,135,400.00</b>
<b>INTERIOR</b>	<b>\$1,572,900.00</b>
<b>ACCESSIBILITY</b>	<b>\$561,600.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$22,380,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$1,434,900.00</b>
<b>Total Cost</b>	<b>\$33,213,600.00</b>



**Sunrise Park Middle School  
Independent School District #624  
Cost Analysis By Category By Priority**

<b>CATEGORY:</b>	<b>Priority 1:</b>	<b>Priority 2:</b>	<b>Priority 3:</b>	<b>Priority 4:</b>	<b>LTFM</b>	<b>Total</b>
<b>SITE</b>	\$0	\$6,300	\$569,100	\$75,300	\$478,100	<b>\$1,128,800</b>
<b>EXTERIOR</b>	\$1,321,000	\$4,073,000	\$741,400	\$0	\$0	<b>\$6,135,400</b>
<b>INTERIOR</b>	\$0	\$102,000	\$1,215,500	\$215,200	\$40,200	<b>\$1,572,900</b>
<b>ACCESSIBILITY</b>	\$0	\$561,600	\$0	\$0	\$0	<b>\$561,600</b>
<b>MECHANICAL SYSTEMS</b>	\$18,710,000	\$3,345,000	\$175,000	\$150,000	\$0	<b>\$22,380,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$683,700	\$276,300	\$474,900	\$0	\$0	<b>\$1,434,900</b>
<b>Totals:</b>	<b>\$20,714,700</b>	<b>\$8,364,200</b>	<b>\$3,175,900</b>	<b>\$440,500</b>	<b>\$518,300</b>	<b>\$33,213,600</b>



**Central Middle School**  
**Independent School District #624**



**Address:** 4857 Bloom Avenue  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** , 1953, 1965, 1997

**Contact:**

**Gross Area:** 140,015 S.F.

**Site Area:** 28 acres

**Parking:** 230

**Phone:**



## Independent School District #624 Executive Summary

Central Middle School

### Central Middle School

#### **SITE**

1	Replace concrete at main entry (approximately 15% of concrete panels)	Priority: N	\$5,700
2	Resurface asphalt on west side of building.	Priority: N	\$324,200
3	Rebuild loading dock.	Priority: 3	\$13,400
4	Rebuild retaining wall and add guardrail.	Priority: 3	\$31,800
5	Reseed area adjacent to retaining wall.	Priority: N	\$3,400
6	Replace fence that runs between receiving area and field.	Priority: N	\$8,400
7	Replace wood monument sign with LED sign.	Priority: 4	\$75,200

#### **EXTERIOR**

1	Replace all windows.	Priority: 1	\$466,100
2	Tuckpointing allowance.	Priority: 3	\$357,500
3	Replace roof areas D, F, D1, G, H, I, J, L, T, K, N, M, P1, P, and O (installed 1988) per District roof	Priority: 1	\$2,695,300
4	Replace roof areas Q, R, S, U, W, V, and X (installed 1997) per District roof report.	Priority: 3	\$1,151,500
5	Replace roof areas A, A1, B, C, E, Y and Z (installed 1999) per District roof report.	Priority: 4	\$445,000
6	Replace roof areas Y and Z (installed 2005) per District roof report.	Priority: N	\$88,700

#### **INTERIOR**

1	Allowance for replacement of damaged VCT Tiles.	Priority: 3	\$20,100
2	Replace countertops in all classrooms.	Priority: 3	\$308,900
3	Replace doors of wood lab casework in all classrooms.	Priority: 3	\$110,300
4	Allowance to replace damaged ceiling tiles.	Priority: 4	\$83,500
5	Allowance for repainting.	Priority: 4	\$25,100
6	Replace ceiling tiles in Board Room.	Priority: 4	\$24,300
7	Replace hardware at main office door to provide free egress.	Priority: 3	\$1,900
8	Replace VCT in commons.	Priority: 4	\$66,200
9	Replace wall pads in gyms 127A and 127C/D.	Priority: 4	\$6,500
10	Repair finish of operable wall in gyms 127A and 127C/D.	Priority: 4	\$500
11	Replace countertops at Media Center casework, install countertops where there are none. Replace	Priority: 4	\$133,600
12	Tile in band stairways and front stairways.	Priority: 3	\$19,100
13	Provide new security hardware at all classroom doors.	Priority: 4	\$66,800
14	Provide larger walk-in freezer.	Priority: 2	\$102,000
15	Provide (2) new double stack convection oven and (20) rotating oven in kitchen.	Priority: 3	\$195,500
16	Provide (1) 4-well electric hot food serving counter and (1) 6-well electric cold food serving counter.	Priority: 3	\$120,100
17	Remodel Ala Carte Area, Provide (1) grab-n-go hot case and (1) grab-n-go cold case.	Priority: 4	\$70,100
18	Knock out kitchen walls to make on large space.	Priority: 4	\$32,200
19	Relocate the freezer and cooler compressors to the roof.	Priority: N	\$40,000
20	Replace the existing dishwasher with new dishwasher including integral booster heater.	Priority: 3	\$90,000



## Independent School District #624 Executive Summary

Central Middle School

### ACCESSIBILITY

1	Install lift for access to lower level storage area.	Priority: 3	\$66,800
2	Provide seats at shower rooms.	Priority: 1	\$3,000
3	Provide power operator buttons at inaccessible doors.	Priority: 1	\$8,400
4	Install wing walls at drinking fountain.	Priority: 1	\$6,200
5	Replace railings and guardrails at all stairwells.	Priority: 1	\$168,500
6	Install railings at stair to band room.	Priority: 1	\$5,200

### MECHANICAL SYSTEMS

1	Convert building from steam to hot water heat. Replace existing boilers with new gas fired high	Priority: 1	\$11,075,000
2	Provide a new central air cooled chilled water plant to provide capacity to cool all areas of the	Priority: 1	\$1,270,000
3	Classroom Option 1 - (\$11,400,000.00) Provide a new vertical unit ventilation system with ducting	Priority: 1	\$0
4	Classroom Option 2 - (\$12,345,000.00) Provide a new 4-pipe displacement and chilled beam system	Priority: 1	\$12,345,000
5	Replace the air-handling unit serving the cafeteria with a new constant air volume unit. The new unit	Priority: 2	\$340,000
6	Install cooling coil for new air handling unit serving the cafeteria and connect to building new chilled	Priority: 3	\$40,000
7	Replace the air-handling unit serving the gymnasiums with a new constant air volume unit. The new	Priority: 2	\$1,350,000
8	Install cooling coil for new air handling unit serving the gymnasiums and connect to building new	Priority: 4	\$140,000
9	Provide with de-stratification fans in all gymnasiums to improve heating efficiency.	Priority: 2	\$70,000
10	Replace the air-handling unit serving the locker rooms with a new constant air volume unit. The new	Priority: 2	\$340,000
11	Install cooling coil for new air handling unit serving the locker rooms and connect to building new	Priority: 4	\$40,000
12	Replace the ventilation system and make-up air systems serving the industrial tech area. Replace	Priority: 2	\$310,000
13	Replace all remaining pneumatic controls as an extension of the existing building control system. Re-	Priority: 2	\$45,000
14	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 2	\$250,000
15	Replace galvanized domestic hot and cold water distribution systems in the 1953 and 1965 building	Priority: 2	\$1,130,000
16	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 2	\$110,000
17	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	\$10,000
18	Provide a new primary split AC system to cool head end room, replacing the existing PTAC unit.	Priority: 1	\$25,000
19	Provide a new secondary split AC system to cool head end room and provide redundancy.	Priority: 3	\$25,000

### ELECTRICAL SYSTEMS

1	Replace aging distribution equipment.	Priority: 2	\$288,700
2	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	\$258,300
3	Provide additional power outlets in classrooms.	Priority: 3	\$63,800
4	Replace T8 lighting with energy efficient LED fixtures and controls.	Priority: 3	\$561,300
5	Provide exterior egress lighting at each exit.	Priority: 1	\$22,800
6	Replace metal halide exterior lighting with LED.	Priority: 2	\$110,900
7	Provide wireless clock system.	Priority: 3	\$30,800
8	Provide new fire alarm system.	Priority: 1	\$159,600





**Central Middle School  
Independent School District #624**

<b>SITE</b>	<b>\$462,100.00</b>
<b>EXTERIOR</b>	<b>\$5,204,100.00</b>
<b>INTERIOR</b>	<b>\$1,516,700.00</b>
<b>ACCESSIBILITY</b>	<b>\$258,100.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$28,915,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$1,496,200.00</b>
<b>Total Cost</b>	<b>\$37,852,200.00</b>



**Central Middle School  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$0	\$45,200	\$75,200	\$341,700	<b>\$462,100</b>
<b>EXTERIOR</b>	\$3,161,400	\$0	\$1,509,000	\$445,000	\$88,700	<b>\$5,204,100</b>
<b>INTERIOR</b>	\$0	\$102,000	\$865,900	\$508,800	\$40,000	<b>\$1,516,700</b>
<b>ACCESSIBILITY</b>	\$191,300	\$0	\$66,800	\$0	\$0	<b>\$258,100</b>
<b>MECHANICAL SYSTEMS</b>	\$24,725,000	\$3,945,000	\$65,000	\$180,000	\$0	<b>\$28,915,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$182,400	\$399,600	\$914,200	\$0	\$0	<b>\$1,496,200</b>
<b>Totals:</b>	<b>\$28,260,100</b>	<b>\$4,446,600</b>	<b>\$3,466,100</b>	<b>\$1,209,000</b>	<b>\$470,400</b>	<b>\$37,852,200</b>



**White Bear Lake District Office  
Independent School District #624**



**Address:** 4855 Bloom Avenue  
White Bear Lake, Minnesota  
55110

**Year(s) Built:**

**Contact:**

**Gross Area:** 000 S.F.

**Site Area:**

**Parking:** 0

**Phone:**



## Independent School District #624 Executive Summary

White Bear Lake  
District Office

### White Bear Lake District Office

#### INTERIOR

- |   |  |             |                 |
|---|--|-------------|-----------------|
| 1 | Replace floor in women's restroom near auditorium.                               | Priority: 4 | <b>\$15,800</b> |
| 2 | Replace carpet in the following third level rooms: Lounge, Head End, Technology. | Priority: 4 | <b>\$23,400</b> |

#### MECHANICAL SYSTEMS

- |   |  |             |                    |
|---|--|-------------|--------------------|
| 1 | Replace each of the two rooftop units serving the District Office area in the 1918, 1924, and 1936 areas | Priority: 2 | <b>\$3,620,000</b> |
| 2 | Replace oldest DX unit serving the data room. Remove the diffuser that is providing air from the         | Priority: 1 | <b>\$25,000</b>    |
| 3 | Replace secondary DX unit serving the data room for improved redundancy.                                 | Priority: 3 | <b>\$25,000</b>    |
| 4 | Replace all remaining pneumatic controls and the direct digital controls in the auditorium with new      | Priority: 2 | <b>\$55,000</b>    |
| 5 | Provide commissioning services to validate performance of all new and existing systems. Work scope       | Priority: 1 | <b>\$150,000</b>   |
| 6 | Retrofit the existing chiller and condensing units with cottonwood screens.                              | Priority: 4 | <b>\$20,000</b>    |
| 7 | Replace galvanized domestic hot and cold water distribution systems in the 1918, 1924, 1935, and         | Priority: 2 | <b>\$1,200,000</b> |

#### ELECTRICAL SYSTEMS

- |   |  |             |                  |
|---|--|-------------|------------------|
| 1 | Replace T8 lighting with energy efficient LED fixtures and controls. | Priority: 3 | <b>\$118,900</b> |
| 2 | Provide exterior egress lighting at each exit.                       | Priority: 1 | <b>\$17,100</b>  |
| 3 | Replace metal halide exterior lighting with LED.                     | Priority: 2 | <b>\$110,900</b> |
| 4 | Provide wireless clock system.                                       | Priority: 3 | <b>\$22,200</b>  |
| 5 | Provide new fire alarm system.                                       | Priority: 1 | <b>\$95,600</b>  |



**White Bear Lake District Office  
Independent School District #624**

<b>INTERIOR</b>	<b>\$39,200.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$5,095,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$364,700.00</b>
<hr/>	
<b>Total Cost</b>	<b>\$5,498,900.00</b>



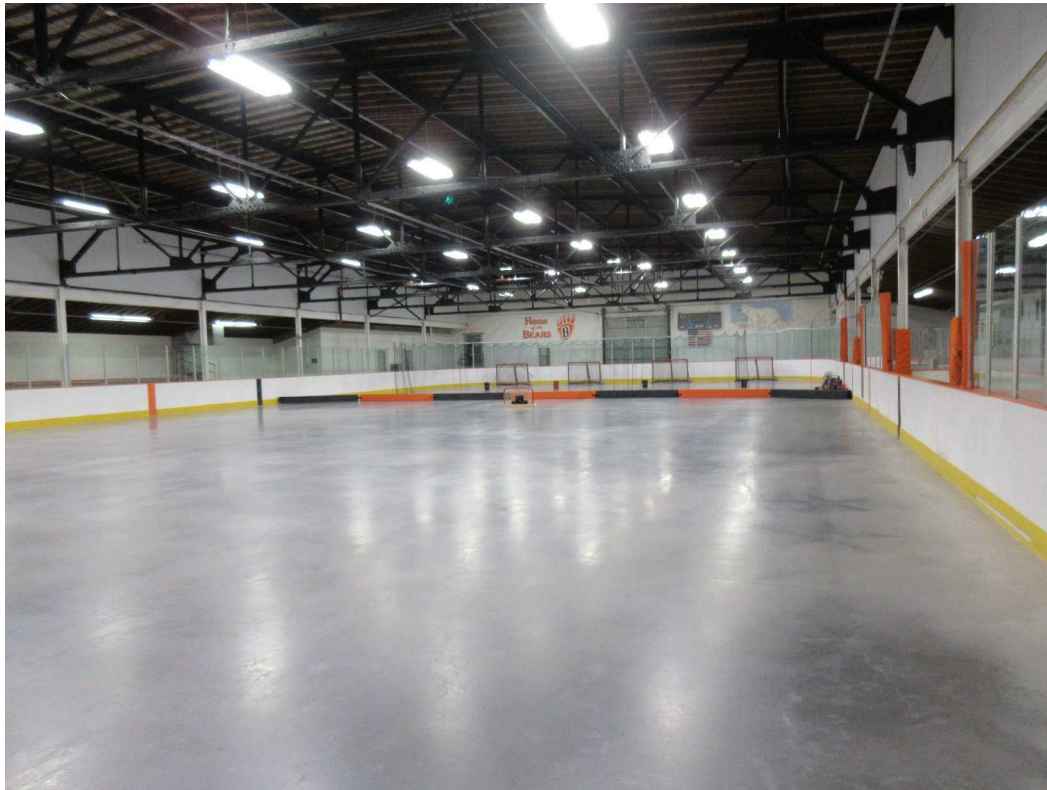
**White Bear Lake District Office  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
INTERIOR	\$0	\$0	\$0	\$39,200	\$0	<b>\$39,200</b>
MECHANICAL SYSTEMS	\$175,000	\$4,875,000	\$25,000	\$20,000	\$0	<b>\$5,095,000</b>
ELECTRICAL SYSTEMS	\$112,700	\$110,900	\$141,100	\$0	\$0	<b>\$364,700</b>
Totals:	<b>\$287,700</b>	<b>\$4,985,900</b>	<b>\$166,100</b>	<b>\$59,200</b>	<b>\$0</b>	<b>\$5,498,900</b>





## Hippodrome Ice Arena Independent School District #624



**Address:** 4855 Bloom Avenue  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** , 1935, 1953, 1965, 1989, 1990

**Contact:**

**Gross Area:** 000 S.F.

**Site Area:**

**Parking:** 0

**Phone:**

Window Replacement - 1972  
Elevator Remodel - 1990



## Independent School District #624 Executive Summary

### Hippodrome Ice Arena

#### Hippodrome Ice Arena

##### **SITE**

- |   |   |             |          |
|---|---|-------------|----------|
| 1 | Replace wood monument sign with LED sign. | Priority: 4 | \$75,200 |
|---|---|-------------|----------|

##### **EXTERIOR**

- |   |   |             |             |
|---|---|-------------|-------------|
| 1 | Repair exterior stucco.   | Priority: 3 | \$52,605    |
| 2 | Replace roof areas D, F, D1, G, H, I, J, L, T, K, N, M, P1, P, and O. | Priority: 1 | \$2,695,300 |

##### **INTERIOR**

- |   |  |             |          |
|---|--|-------------|----------|
| 1 | Replace rubber flooring.                   | Priority: 3 | \$83,300 |
| 2 | Replace door from lobby to spectator area. | Priority: 4 | \$4,900  |

##### **ACCESSIBILITY**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Renovate bathrooms to meet accessibility code.   | Priority: 1 | \$75,200  |
| 2 | Lower transaction counter and coiling door.  | Priority: 3 | \$12,400  |
| 3 | Install ramps on player side of arena: to player boxes and center box, and at entrance from lobby. | Priority: 1 | \$127,000 |
| 4 | Install ramp on spectator side: from lobby door. Add a handrail to the existing ramp.              | Priority: 1 | \$127,000 |

##### **MECHANICAL SYSTEMS**

- |   |  |             |          |
|---|--|-------------|----------|
| 1 | Replace each of the two 7.5 HP glycol system circulating pumps and associated isolation valves.      | Priority: 2 | \$20,000 |
| 2 | Replace the electric radiant heating systems with new gas fired systems to improve occupant comfort. | Priority: 2 | \$30,000 |
| 3 | Replace ceiling gas fired unit heater in Zamboni room.   | Priority: 2 | \$10,000 |

##### **ELECTRICAL SYSTEMS**

- |   |   |             |          |
|---|---|-------------|----------|
| 1 | Replace unlisted disconnects with new service.                          | Priority: 2 | \$25,800 |
| 2 | Replace fluorescent T8 lighting with LED fixtures and controls.         | Priority: 3 | \$27,300 |
| 3 | Replace aging rink lighting controls.                                   | Priority: 2 | \$7,600  |
| 4 | Provide interior emergency egress lighting in rink and spectator areas. | Priority: 1 | \$12,200 |
| 5 | Provide exterior egress lighting at each exit.                          | Priority: 1 | \$11,400 |



**Hippodrome Ice Arena  
Independent School District #624**

<b>SITE</b>	<b>\$75,200.00</b>
<b>EXTERIOR</b>	<b>\$2,747,905.00</b>
<b>INTERIOR</b>	<b>\$88,200.00</b>
<b>ACCESSIBILITY</b>	<b>\$341,600.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$60,000.00</b>
<b><u>ELECTRICAL SYSTEMS</u></b>	<b><u>\$84,300.00</u></b>
<b>Total Cost</b>	<b>\$3,397,205.00</b>



**Hippodrome Ice Arena  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$0	\$0	\$0	\$75,200	\$0	<b>\$75,200</b>
<b>EXTERIOR</b>	\$2,695,300	\$0	\$52,605	\$0	\$0	<b>\$2,747,905</b>
<b>INTERIOR</b>	\$0	\$0	\$83,300	\$4,900	\$0	<b>\$88,200</b>
<b>ACCESSIBILITY</b>	\$329,200	\$0	\$12,400	\$0	\$0	<b>\$341,600</b>
<b>MECHANICAL SYSTEMS</b>	\$0	\$60,000	\$0	\$0	\$0	<b>\$60,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$23,600	\$33,400	\$27,300	\$0	\$0	<b>\$84,300</b>
<b>Totals:</b>	<b>\$3,048,100</b>	<b>\$93,400</b>	<b>\$175,605</b>	<b>\$80,100</b>	<b>\$0</b>	<b>\$3,397,205</b>



**White Bear Lake Area High School - North Campus  
Independent School District #624**



**Address:** 5045 Division Avenue  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1963, 1965, 1994

**Contact:**

**Gross Area:** 244,190 S.F.

**Site Area:** 37 acres

**Parking:** 301

**Phone:**



## Independent School District #624 Executive Summary

### White Bear Lake Area High School - North Campus

#### White Bear Lake Area High School - North Campus

##### **SITE**

1	Restripe parking stalls and install signage as required to provide 1 additional handicap accessible	Priority: N	<b>\$1,400</b>
2	Resurface asphalt in receiving area parking lot	Priority: N	<b>\$173,000</b>
3	Replace wood monument sign with LED sign.	Priority: 4	<b>\$75,300</b>

##### **EXTERIOR**

1	Replace all windows in original building.	Priority: 1	<b>\$284,300</b>
2	Replace all windows in cafeteria and main entry.	Priority: 2	<b>\$166,300</b>
3	Modify main entry canopy to fill gap between it and rest of building, to enclose the underside with a	Priority: 3	<b>\$97,800</b>
4	Replace roof areas A1, A3, B1 and E1 (installed 1989) per District roof report.	Priority: 1	<b>\$1,282,800</b>
5	Replace roof areas C2, C1, C3, A2, B2, G3, G1 and G2 (installed 1988-1990) per District roof report.	Priority: 1	<b>\$1,569,700</b>
6	Replace roof areas D1, D2, F1, F2, F, D3, E2, C and E3 (installed 2007-2013) per District roof report.	Priority: N	<b>\$2,573,900</b>
7	Provide tuckpointing allowance.	Priority: 3	<b>\$1,015,400</b>

##### **INTERIOR**

1	Replace linoleum in cafeteria with epoxy terrazzo.	Priority: 3	<b>\$474,100</b>
2	Replace all original casework with new, including replacement of classroom sinks.	Priority: 3	<b>\$498,900</b>
3	Patch / repair concrete block walls in architecture room 421 where cracking in corners and provide	Priority: 2	<b>\$3,000</b>
4	Replace floor tile in (5) locker room showers.	Priority: 3	<b>\$34,500</b>
5	Patch / repair epoxy floor in locker rooms.	Priority: 3	<b>\$3,700</b>
6	Patch / repair glazed block in locker rooms and shower areas.	Priority: 3	<b>\$11,700</b>
7	Replace old, worn carpet in classrooms indicated.	Priority: 3	<b>\$202,000</b>
8	Replace VCT flooring where indicated. Treat slab for moisture mitigation.	Priority: 3	<b>\$22,100</b>
9	Remodel computer Lab 112 into standard classroom (remove partial height block walls, remove floor	Priority: 4	<b>\$167,200</b>
10	Remove any remaining adhesive from the walls in copy room 211 skim coat and repaint.	Priority: 4	<b>\$1,900</b>
11	Remove remaining plumbing at previously removed plumbing fixture(s), patch gyp walls, repaint	Priority: 3	<b>\$5,100</b>
12	Provide new security hardware at all classroom doors.	Priority: 3	<b>\$58,500</b>
13	Provide (1) new combi oven, (3) new double stack convection ovens and (1) new rotating oven in	Priority: 3	<b>\$315,800</b>
14	Provide (2) new walk-in freezer/cooler doors with windows in kitchen.	Priority: 2	<b>\$23,900</b>
15	Provide (2) 4-well electric hot food serving counters and (1) 6-well electric cold food serving counter	Priority: 3	<b>\$95,000</b>
16	Remodel Ala Carte Area. Provide (1) grab-n-go hot case and (1) grab-n-go cooler in kitchen.	Priority: 4	<b>\$82,600</b>
17	Relocate freezer and cooler condensers to the roof.	Priority: N	<b>\$40,000</b>
18	Have VAT flooring removed by licensed abatement contractor. Replace with VCT.	Priority: 2	<b>\$129,000</b>
19	Have asbestos acoustic spray gypsum ceilings removed by licensed abatement contractor. Replace with	Priority: 2	<b>\$325,600</b>

##### **ACCESSIBILITY**

1	Replace 2 sink and counter combinations to meet ADA height requirement of 34" max.	Priority: 2	<b>\$17,800</b>
2	Replace 12 drinking fountains with new ones that meet forward approach ADA requirements.	Priority: 2	<b>\$65,200</b>
3	Provide wing walls at 12 drinking fountain locations per ADA requirements.	Priority: 2	<b>\$15,900</b>
4	Install power door operator at 8 doors that do not meet ADA clearance requirements.	Priority: 2	<b>\$33,500</b>





## Independent School District #624 Executive Summary

### White Bear Lake Area High School - North Campus

5	Install lift for access to choir room.	Priority: 2	\$66,900
6	Replace old wash sink in Special Ed room 607 with ADA accessible wall mounted Lavatory.	Priority: 2	\$5,100
7	Replace louvered wood doors with solid wood doors (includes hardware).	Priority: 2	\$250,500
8	Provide 3 new egress doors at existing classrooms into the corridor that meet the 1/3 diagonal distance	Priority: 2	\$10,500
9	Provide new gates/hardware at (6) locations in the gym at the top/back of the bleachers.	Priority: 2	\$17,600
10	Replace wood studs in auxiliary gyms with steel studs per building code.	Priority: 2	\$15,600
11	Provide panic hardware at 3 doors out of wrestling and fitness room (315 and 319)	Priority: 2	\$6,100
12	Replace 2 wood doors with hollow metal door to meet fire rating.	Priority: 2	\$6,400
13	Replace chain link in weight room 321 with glass borrowed lights.	Priority: 2	\$10,100
14	Major remodel of student gang toilets (4).	Priority: 1	\$668,600
15	Major remodel of private toilets (11).	Priority: 2	\$643,500

### MECHANICAL SYSTEMS

1	Replace existing steam plant with a new dual fuel high efficiency condensing hot water condensing	Priority: 1	\$2,370,000
2	Replace the secondary hot water distribution system with new piping and variable volume variable	Priority: 2	\$4,260,000
3	Provide two new air cooled plants to serve chilled water to all areas of the building for cooling. One	Priority: 1	\$1,180,000
4	Classroom Option 1 - (\$14,730,000.00) Replace existing unit ventilators with new units to provide	Priority: 1	\$0
5	Classroom Option 2 - (\$16,070,000.00) Provide a new heating, cooling and ventilation system to serve	Priority: 1	\$16,070,000
6	Retrofit existing 2005 air handling unit serving science rooms with cooling coil to be connected to new	Priority: 1	\$40,000
7	Retrofit return air path for existing 2005 air handling system serving science rooms with to meet	Priority: 2	\$70,000
8	Provide a new heating, cooling and ventilation system to serve media center and adjacent rooms,	Priority: 1	\$1,810,000
9	Provide a new heating, cooling and ventilation system to serve office area via variable air volume air	Priority: 1	\$670,000
10	Install chilled water cooling coil for new air handling unit serving the office area.	Priority: 3	\$40,000
11	Provide a new heating and ventilation system to serve the gymnasium by means of a constant volume	Priority: 1	\$430,000
12	Install cooling coil for new air handling unit serving the gymnasium and connect to building new	Priority: 3	\$55,000
13	Provide with de-stratification fans in gymnasium to improve heating efficiency.	Priority: 1	\$40,000
14	Provide a new heating and ventilation system to serve the auditorium by means of a constant volume	Priority: 1	\$430,000
15	Provide with de-stratification fans in auditorium to improve heating efficiency.	Priority: 1	\$40,000
16	Provide a new heating and ventilation system to serve the cafeteria by means of a constant volume	Priority: 1	\$430,000
17	Install cooling coil for new air handling unit serving the cafeteria and connect to building new chilled	Priority: 2	\$55,000
18	Provide a new heating and ventilation system to serve the locker rooms by means of a variable air	Priority: 2	\$1,060,000
19	Install cooling coil for new air handling unit serving the locker rooms and connect to building new	Priority: 4	\$55,000
20	Provide a new heating, cooling, and ventilation system to serve the custodial area means of a variable	Priority: 1	\$500,000
21	Provide a new heating, cooling, and ventilation system to serve the industrial classroom areas by means	Priority: 1	\$310,000
22	Replace the horizontal unit ventilator serving the headend room with a new primary split DX systems	Priority: 1	\$25,000
23	Provide a new secondary split DX system to assist in cooling headend room and provide redundancy.	Priority: 3	\$25,000
24	Replace all remaining pneumatic or direct digital controls with new direct digital controls. Re-evaluate	Priority: 2	\$60,000



## Independent School District #624 Executive Summary

### White Bear Lake Area High School - North Campus

25	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 1	<b>\$415,000</b>
26	Replace galvanized domestic hot and cold water distribution systems in the 1963 and 1965 buildings	Priority: 2	<b>\$4,285,000</b>
27	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 2	<b>\$110,000</b>
28	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	<b>\$15,000</b>

#### ELECTRICAL SYSTEMS

1	Replace medium voltage distribution and open vault equipment.	Priority: 1	<b>\$790,000</b>
2	Replace aging 208V distribution and circuit breaker panel equipment.	Priority: 2	<b>\$1,352,000</b>
3	Provide emergency generator, transfer switches, panels and lighting relays	Priority: 3	<b>\$296,300</b>
4	Provide additional power outlets in classrooms.	Priority: 3	<b>\$96,900</b>
5	Provide lighting controls in media center.	Priority: 1	<b>\$6,000</b>
6	Replace 1965 addition lighting and other older fluorescent fixtures with LED and controls.	Priority: 3	<b>\$459,000</b>
7	Provide exterior egress lighting at each exit.	Priority: 1	<b>\$34,200</b>
8	Replace metal halide pole lights with LED.	Priority: 2	<b>\$243,100</b>
9	Provide wireless clock system.	Priority: 3	<b>\$47,000</b>
10	Provide new paging head end system.	Priority: 3	<b>\$30,900</b>
11	Provide new fire alarm system.	Priority: 1	<b>\$278,300</b>
12	Replace cafeteria lighting fixtures with downlight versions (30 @ 12' ea).	Priority: 1	<b>\$141,282</b>



**White Bear Lake Area High School - North Campus  
Independent School District #624**

<b>SITE</b>	<b>\$249,700.00</b>
<b>EXTERIOR</b>	<b>\$6,990,200.00</b>
<b>INTERIOR</b>	<b>\$2,494,600.00</b>
<b>ACCESSIBILITY</b>	<b>\$1,833,300.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$34,850,000.00</b>
<b><u>ELECTRICAL SYSTEMS</u></b>	<b><u>\$3,774,982.00</u></b>
<b>Total Cost</b>	<b>\$50,192,782.00</b>



**White Bear Lake Area High School - North Campus  
Independent School District #624  
Cost Analysis By Category By Priority**

<b>CATEGORY:</b>	<b>Priority 1:</b>	<b>Priority 2:</b>	<b>Priority 3:</b>	<b>Priority 4:</b>	<b>LTFM</b>	<b>Total</b>
<b>SITE</b>	\$0	\$0	\$0	\$75,300	\$174,400	<b>\$249,700</b>
<b>EXTERIOR</b>	\$3,136,800	\$166,300	\$1,113,200	\$0	\$2,573,900	<b>\$6,990,200</b>
<b>INTERIOR</b>	\$0	\$481,500	\$1,721,400	\$251,700	\$40,000	<b>\$2,494,600</b>
<b>ACCESSIBILITY</b>	\$668,600	\$1,164,700	\$0	\$0	\$0	<b>\$1,833,300</b>
<b>MECHANICAL SYSTEMS</b>	\$24,775,000	\$9,900,000	\$120,000	\$55,000	\$0	<b>\$34,850,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$1,249,782	\$1,595,100	\$930,100	\$0	\$0	<b>\$3,774,982</b>
<b>Totals:</b>	<b>\$29,830,182</b>	<b>\$13,307,600</b>	<b>\$3,884,700</b>	<b>\$382,000</b>	<b>\$2,788,300</b>	<b>\$50,192,782</b>



## White Bear Lake Area High School - South Campus Independent School District #624



**Address:** 3551 McKnight Rd  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** 1970, 1987, 1995, 2005

**Contact:**

**Gross Area:** 000 S.F.

**Site Area:** 50 acres

**Parking:** 627

**Phone:**



## Independent School District #624 Executive Summary

### White Bear Lake Area High School - South Campus

#### White Bear Lake Area High School - South Campus

##### **SITE**

1	Replace pavers at main entry sidewalk logo.	Priority: N	<b>\$17,600</b>
2	Repair concrete sidewalk at south-east entry.	Priority: N	<b>\$12,200</b>
3	Replace wood monument sign with LED sign.	Priority: 4	<b>\$75,200</b>
4	Restripe parking stalls to provide (1) additional accessible stall in the north and south lots.	Priority: 1	<b>\$2,700</b>

##### **EXTERIOR**

1	Replace all windows installed before 2005 (entire building except auxiliary gym/weight room addition).	Priority: 1	<b>\$451,300</b>
2	Replace and reinsulate the metal panel soffit on 80% of the building perimeter.	Priority: 3	<b>\$292,300</b>
3	Provide new aluminum entrance doors and storefronts at original building.	Priority: 2	<b>\$6,700</b>
4	Tuckpoint brick walls at gymnasium (upper story).	Priority: 3	<b>\$173,000</b>
5	Replace damaged bricks at bottom course near main entry.	Priority: 3	<b>\$6,700</b>
6	Provide new sealant at control joints in exterior brick wall.	Priority: 1	<b>\$10,500</b>
7	Replace roof area J, K, L, N, O and A1 (installed 1991) per District roof report.	Priority: 1	<b>\$1,583,300</b>
8	Replace roof areas T, U, X, Y, A2, A3, A4 and A5 (installed 1993) per District roof report.	Priority: 2	<b>\$1,335,800</b>
9	Replace roof areas A, B, C, D, E, F, G, H, P, Q, and R (installed 1994) per District roof report.	Priority: 2	<b>\$3,447,800</b>
10	Replace roof areas S, Z and Z1 (installed 2000) per District roof report.	Priority: 4	<b>\$1,349,600</b>
11	Replace roof areas M and Z2 (installed 2003) per District roof report.	Priority: 4	<b>\$420,700</b>
12	Replace roof areas V and I (installed 2004) per District roof report.	Priority: N	<b>\$566,500</b>
13	Replace roof areas A6 and A7 (installed 2004) per District roof report.	Priority: N	<b>\$228,600</b>
14	Replace roof areas W (installed 2013) per District roof report.	Priority: N	<b>\$283,500</b>

##### **INTERIOR**

1	Remodel or add on to building to provide a secure entry vestibule with adjacent main office.	Priority: 3	<b>\$300,600</b>
2	Replace textured gyp ceilings in Cafeteria and Media Center with acoustical tile and grid ceilings.	Priority: 3	<b>\$282,600</b>
3	Provide allowance for replacement of 50% of wood doors.	Priority: 3	<b>\$1,264,100</b>
4	Replace carpet in areas noted above.	Priority: 3	<b>\$869,900</b>
5	Remove carpet and treat concrete with moisture mitigation in 600 wing. Provide new carpet.	Priority: 3	<b>\$355,300</b>
6	Replace 175 LF of P Lam countertops in home economics classroom.	Priority: 3	<b>\$107,800</b>
7	Replace original casework in the areas noted above	Priority: 3	<b>\$793,900</b>
8	Remove rubber flooring in athletic hallway, provide moisture mitigation, install new rubber flooring.	Priority: 3	<b>\$185,600</b>
9	Provide new security hardware at all classroom doors.	Priority: 4	<b>\$208,800</b>
10	Provide (2) new double stack convection ovens and (1) rotating oven in kitchen.	Priority: 3	<b>\$436,100</b>
11	Walk-in freezer/cooler doors need windows.	Priority: 2	<b>\$55,200</b>
12	Provide (2) 4-well electric hot food serving counters and (1) 6-well electric cold food serving counter.	Priority: 3	<b>\$120,100</b>
13	Knock out kitchen walls to make one large space.	Priority: 4	<b>\$32,200</b>
14	Remodel Ala Carte Area, Provide (1) grab-n-go hot case and (1) grab-n-go cold case.	Priority: 4	<b>\$70,100</b>
15	Relocate the freezer and cooler compressors to the roof.	Priority: N	<b>\$35,000</b>





## Independent School District #624 Executive Summary

White Bear Lake Area  
High School - South  
Campus

### ACCESSIBILITY

1	Provide power door operators at (23) non accessible doors.	Priority: 1	\$96,200
2	Add additional door for egress at (7) rooms indicated above.	Priority: 2	\$35,700
3	Provide wing walls at (3) drinking fountains.	Priority: 2	\$6,200
4	Replace stair handrails in media center with ADA compliant handrails.	Priority: 2	\$10,400
5	Replace sink and counter in room 216 with ADA height sink and counter.	Priority: 2	\$10,500
6	Provide ADA lift in choir and band rooms.	Priority: 1	\$108,700
7	Minor remodel of student gang toilets (2).	Priority: 2	\$33,500
8	Major remodel at private toilets (5).	Priority: 1	\$292,500

### MECHANICAL SYSTEMS

1	Replace existing hot water plant with a new dual fuel high efficiency condensing hot water boilers.	Priority: 1	\$2,380,000
2	Replace secondary hot water distribution system with new piping and variable volume variable primary	Priority: 1	\$3,260,000
3	Provide two new air cooled chilled water plant to serve chilled water to all areas of the building for	Priority: 1	\$1,180,000
4	Provide cooling coils to each of the 2 units prepared for future cooling coils from the 2015 renovation	Priority: 2	\$70,000
5	Provide cooling coils to each of the 7 units prepared for future cooling coils from the 2015 renovation	Priority: 1	\$240,000
6	Provide a new heating, cooling, and ventilation system to serve all remaining classroom and office	Priority: 1	\$10,070,000
7	Provide a new heating and ventilation system to serve gymnasium. System will be constant volume	Priority: 1	\$430,000
8	Install cooling coil for new air handling unit serving the gymnasium and connect to building chilled	Priority: 3	\$55,000
9	Provide a new heating, cooling, and ventilation system to serve auditorium. System will be constant	Priority: 1	\$430,000
10	Provide a new heating, cooling, and ventilation system to serve cafeteria. System will be constant	Priority: 1	\$430,000
11	Install cooling coil for new air handling unit serving the cafeteria and connect to building chilled water	Priority: 2	\$55,000
12	Provide de-stratification fans in the gymnasium and raise the diffusers such that they are up in the joists.	Priority: 1	\$40,000
13	Replace the split DX serving the headend room with a new primary split DX systems to provide a	Priority: 1	\$25,000
14	Provide a new secondary split DX system to assist in cooling headend room and provide redundancy.	Priority: 3	\$25,000
15	Install chilled water cooling coil in existing air handling unit serving locker rooms.	Priority: 3	\$55,000
16	Install chilled water cooling coil in existing air handling unit serving 2005 weight rooms addition.	Priority: 3	\$55,000
17	Provide a new heating and ventilation system to serve the auxiliary gymnasiums. System will be	Priority: 1	\$430,000
18	Install cooling coil for new air handling unit serving the auxiliary gymnasiums and connect to building	Priority: 3	\$55,000
19	Provide de-stratification fans in the auxiliary gymnasiums.	Priority: 1	\$20,000
20	Replace all remaining pneumatic or direct digital controls with new direct digital controls. Re-evaluate	Priority: 1	\$75,000
21	Provide commissioning services to validate performance of all new and existing systems. Work scope	Priority: 1	\$415,000
22	Replace galvanized domestic hot and cold water distribution systems in the 1970 building new copper	Priority: 1	\$2,875,000
23	Replace the domestic water heating system and storage tank with a new concealed combustion high	Priority: 2	\$110,000
24	Replace the main domestic water shut-off valves on each side of the water meter at the main water	Priority: 1	\$15,000

### ELECTRICAL SYSTEMS

1	Replace aging service entrance switchboard.	Priority: 2	\$197,500
2	Replace aging distribution equipment.	Priority: 2	\$1,261,000



## Independent School District #624 Executive Summary

### White Bear Lake Area High School - South Campus

- 3 Add loads to existing emergency generator, add transfer switches and panels as required.
- 4 Provide additional power outlets in classrooms.
- 5 Replace T8 lighting with energy efficient LED fixtures.
- 6 Provide exterior egress lighting at each exit.
- 7 Replace metal halide exterior lighting with LED.
- 8 Provide walkway lighting to west parking area.
- 9 Provide wireless clock system.
- 10 Replace fire alarm devices and wiring.

Priority: 3	<b>\$129,200</b>
Priority: 3	<b>\$82,000</b>
Priority: 3	<b>\$692,000</b>
Priority: 1	<b>\$47,500</b>
Priority: 2	<b>\$243,100</b>
Priority: 1	<b>\$36,500</b>
Priority: 3	<b>\$39,300</b>
Priority: 1	<b>\$314,700</b>



**White Bear Lake Area High School - South Campus  
Independent School District #624**

<b>SITE</b>	<b>\$107,700.00</b>
<b>EXTERIOR</b>	<b>\$10,156,300.00</b>
<b>INTERIOR</b>	<b>\$5,117,300.00</b>
<b>ACCESSIBILITY</b>	<b>\$593,700.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$22,795,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$3,042,800.00</b>
<b>Total Cost</b>	<b>\$41,812,800.00</b>



**White Bear Lake Area High School - South Campus  
Independent School District #624**

**Cost Analysis By Category By Priority**

<b>CATEGORY:</b>	<b>Priority 1:</b>	<b>Priority 2:</b>	<b>Priority 3:</b>	<b>Priority 4:</b>	<b>LTFM</b>	<b>Total</b>
<b>SITE</b>	\$2,700	\$0	\$0	\$75,200	\$29,800	<b>\$107,700</b>
<b>EXTERIOR</b>	\$2,045,100	\$4,790,300	\$472,000	\$1,770,300	\$1,078,600	<b>\$10,156,300</b>
<b>INTERIOR</b>	\$0	\$55,200	\$4,716,000	\$311,100	\$35,000	<b>\$5,117,300</b>
<b>ACCESSIBILITY</b>	\$497,400	\$96,300	\$0	\$0	\$0	<b>\$593,700</b>
<b>MECHANICAL SYSTEMS</b>	\$22,315,000	\$235,000	\$245,000	\$0	\$0	<b>\$22,795,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$398,700	\$1,701,600	\$942,500	\$0	\$0	<b>\$3,042,800</b>
<b>Totals:</b>	<b>\$25,258,900</b>	<b>\$6,878,400</b>	<b>\$6,375,500</b>	<b>\$2,156,600</b>	<b>\$1,143,400</b>	<b>\$41,812,800</b>



**Normandy Park - Early Childhood  
Independent School District #624**



**Address:** 2482 East Cty Rd F  
White Bear Lake, Minnesota  
55110

**Year(s) Built:** Unknown, 1993

**Contact:**

**Gross Area:** 31,320 S.F.

**Site Area:** 4 acres

**Parking:** 0

**Phone:**



## Independent School District #624 Executive Summary

### Normandy Park - Early Childhood

#### **Normandy Park - Early Childhood**

##### **SITE**

- |   |   |             |          |
|---|---|-------------|----------|
| 1 | Correct drainage issues at the northeast and southwest corners of the building. | Priority: 1 | \$66,800 |
| 2 | Replace wood monument sign with LED sign.                                       | Priority: 4 | \$75,200 |

##### **EXTERIOR**

- |   |  |             |             |
|---|--|-------------|-------------|
| 1 | Replace all exterior windows.  | Priority: 1 | \$88,300    |
| 2 | Replace metal panel soffit and sled roof at north façade with parapet and flat roof. | Priority: 3 | \$250,000   |
| 3 | Replace (7) metal column wraps at north façade.                                      | Priority: 4 | \$6,000     |
| 4 | Provide small allowance for tuckpointing of soldier course.                          | Priority: 3 | \$28,300    |
| 5 | Replace dock leveler in Food Service 142.  | Priority: 2 | \$15,100    |
| 6 | Replace roof areas A and B (installed 1998) per District roof report.                | Priority: 1 | \$1,064,700 |

##### **INTERIOR**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Replace countertops in all classrooms.   | Priority: 3 | \$60,600  |
| 2 | Replace vinyl base at south wall of classroom 111.   | Priority: 3 | \$400     |
| 3 | Patch, repair and paint gypsum board soffit above window in 121 and sill below window in entry | Priority: 3 | \$4,300   |
| 4 | Replace carpet in offices and corridors.   | Priority: 3 | \$83,900  |
| 5 | Repaint exposed ductwork in Food Service 142.  | Priority: 3 | \$2,600   |
| 6 | Replace ACT ceiling tile in rooms 158, 163, and 151 series offices.                            | Priority: 3 | \$17,600  |
| 7 | Add toilets for Service Center.  | Priority: 2 | \$334,300 |
| 8 | Provide new security hardware at all classrooms.   | Priority: 4 | \$53,500  |

##### **ACCESSIBILITY**

- |   |  |             |          |
|---|--|-------------|----------|
| 1 | Minor remodel of private toilets (3).  | Priority: 2 | \$25,100 |
| 2 | Install door actuators at (8) doors to meet ADA push/pull clearance requirements.                | Priority: 2 | \$33,500 |
| 3 | Minor remodel of gang toilets (4).   | Priority: 2 | \$66,900 |
| 4 | Provide wing wall at (1) Electric water cooler to meet ADA path of travel requirements.          | Priority: 2 | \$2,000  |
| 5 | Replace casework, countertop and sink in (4) locations to meet ADA height and knee/toe clearance | Priority: 2 | \$30,100 |

##### **MECHANICAL SYSTEMS**

- |   |  |             |           |
|---|--|-------------|-----------|
| 1 | Option 1 - (\$110,000.00) Minimal Investment: Replace the four oldest gas fired rooftop units with new | Priority: 2 | \$0       |
| 2 | Option 2 - (\$310,000.00) 10 to 15 Year Investment: Replace the remaining rooftop units that were not  | Priority: 2 | \$310,000 |

##### **ELECTRICAL SYSTEMS**

- |   |  |             |          |
|---|--|-------------|----------|
| 1 | Provide emergency generator, transfer switches, panels and lighting relays | Priority: 3 | \$88,100 |
| 2 | Provide additional power outlets in classrooms.                            | Priority: 3 | \$16,000 |
| 3 | Replace T8 lighting with energy efficient LED fixtures.                    | Priority: 3 | \$78,500 |
| 4 | Provide exterior egress lighting at each exit.                             | Priority: 1 | \$24,700 |
| 5 | Provide wireless clock system.   | Priority: 3 | \$13,000 |
| 6 | Replace fire alarm system.   | Priority: 1 | \$35,700 |





**Normandy Park - Early Childhood  
Independent School District #624**

<b>SITE</b>	<b>\$142,000.00</b>
<b>EXTERIOR</b>	<b>\$1,452,400.00</b>
<b>INTERIOR</b>	<b>\$557,200.00</b>
<b>ACCESSIBILITY</b>	<b>\$157,600.00</b>
<b>MECHANICAL SYSTEMS</b>	<b>\$310,000.00</b>
<b>ELECTRICAL SYSTEMS</b>	<b>\$256,000.00</b>
<b>Total Cost</b>	<b>\$2,875,200.00</b>



**Normandy Park - Early Childhood  
Independent School District #624  
Cost Analysis By Category By Priority**

CATEGORY:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
<b>SITE</b>	\$66,800	\$0	\$0	\$75,200	\$0	<b>\$142,000</b>
<b>EXTERIOR</b>	\$1,153,000	\$15,100	\$278,300	\$6,000	\$0	<b>\$1,452,400</b>
<b>INTERIOR</b>	\$0	\$334,300	\$169,400	\$53,500	\$0	<b>\$557,200</b>
<b>ACCESSIBILITY</b>	\$0	\$157,600	\$0	\$0	\$0	<b>\$157,600</b>
<b>MECHANICAL SYSTEMS</b>	\$0	\$310,000	\$0	\$0	\$0	<b>\$310,000</b>
<b>ELECTRICAL SYSTEMS</b>	\$60,400	\$0	\$195,600	\$0	\$0	<b>\$256,000</b>
<b>Totals:</b>	<b>\$1,280,200</b>	<b>\$817,000</b>	<b>\$643,300</b>	<b>\$134,700</b>	<b>\$0</b>	<b>\$2,875,200</b>



## Independent School District #624

### Cost Analysis By Priority-All Buildings

BUILDING:	Priority 1:	Priority 2:	Priority 3:	Priority 4:	LTFM	Total
Birch Lake Elementary	\$1,711,700	\$6,252,000	\$1,757,750	\$414,800	\$191,125	<b>\$10,327,375</b>
Hugo Elementary	\$1,143,900	\$5,403,080	\$1,466,400	\$190,300	\$831,500	<b>\$9,035,180</b>
Lakeaires Elementary	\$836,700	\$5,104,300	\$3,134,200	\$249,900	\$148,600	<b>\$9,473,700</b>
Lincoln Elementary	\$3,404,600	\$5,934,500	\$1,069,100	\$187,100	\$141,400	<b>\$10,736,700</b>
Matoska International IB World	\$924,100	\$6,573,000	\$1,726,200	\$115,300	\$213,200	<b>\$9,551,800</b>
Oneka Elementary	\$764,500	\$1,864,900	\$708,800	\$75,300	\$210,000	<b>\$3,623,500</b>
Otter Lake Elementary	\$2,716,800	\$2,806,500	\$3,264,800	\$4,216,100	\$0	<b>\$13,004,200</b>
Vadnais Heights Elementary	\$1,339,700	\$4,287,300	\$2,170,700	\$347,000	\$112,800	<b>\$8,257,500</b>
Willow Lane Elementary	\$1,773,800	\$5,473,400	\$1,064,900	\$394,400	\$8,900	<b>\$8,715,400</b>
WBL Area Learning Center	\$1,923,500	\$9,220,600	\$1,981,600	\$115,300	\$82,900	<b>\$13,323,900</b>
Sunrise Park Middle School	\$20,714,700	\$8,364,200	\$3,175,900	\$440,500	\$518,300	<b>\$33,213,600</b>
Central Middle School	\$28,260,100	\$4,446,600	\$3,466,100	\$1,209,000	\$470,400	<b>\$37,852,200</b>



## Independent School District #624

### Cost Analysis By Priority-All Buildings

<b>BUILDING:</b>	<b>Priority 1:</b>	<b>Priority 2:</b>	<b>Priority 3:</b>	<b>Priority 4:</b>	<b>LTFM</b>	<b>Total</b>
<b>White Bear Lake District Office</b>	\$287,700	\$4,985,900	\$166,100	\$59,200	\$0	<b>\$5,498,900</b>
<b>Hippodrome Ice Arena</b>	\$3,048,100	\$93,400	\$175,605	\$80,100	\$0	<b>\$3,397,205</b>
<b>White Bear Lake Area High School - North</b>	\$29,830,182	\$13,307,600	\$3,884,700	\$382,000	\$2,788,300	<b>\$50,192,782</b>
<b>White Bear Lake Area High School - South</b>	\$25,258,900	\$6,878,400	\$6,375,500	\$2,156,600	\$1,143,400	<b>\$41,812,800</b>
<b>Normandy Park - Early Childhood</b>	\$1,280,200	\$817,000	\$643,300	\$134,700	\$0	<b>\$2,875,200</b>
<b>Totals:</b>	<b>\$125,219,182</b>	<b>\$91,812,680</b>	<b>\$36,231,655</b>	<b>\$10,767,600</b>	<b>\$6,860,825</b>	<b>\$270,891,942</b>

## Totals By Facility Analysis Categories

Facility:	Site	Building Exterior	Building Interior	Accessibility	Mechanical Systems	Electrical Systems	Totals:
Birch Lake Elementary	\$204,100	\$825,600	\$914,675	\$714,000	\$6,885,000	\$784,000	<b>\$10,327,375</b>
Hugo Elementary	\$120,700	\$1,911,400	\$123,200	\$94,580	\$6,025,000	\$760,300	<b>\$9,035,180</b>
Lakeaires Elementary	\$255,300	\$1,963,500	\$512,800	\$1,110,200	\$4,825,000	\$806,900	<b>\$9,473,700</b>
Lincoln Elementary	\$392,200	\$1,827,600	\$980,900	\$1,543,600	\$5,465,000	\$527,400	<b>\$10,736,700</b>
Matoska International IB World	\$150,600	\$1,512,300	\$1,419,600	\$1,107,400	\$4,785,000	\$576,900	<b>\$9,551,800</b>
Oneka Elementary	\$245,300	\$690,500	\$533,800	\$8,000	\$1,880,000	\$265,900	<b>\$3,623,500</b>
Otter Lake Elementary	\$112,800	\$5,876,200	\$1,141,600	\$521,000	\$4,445,000	\$907,600	<b>\$13,004,200</b>
Vadnais Heights Elementary	\$456,900	\$2,283,700	\$755,500	\$1,604,400	\$2,685,000	\$472,000	<b>\$8,257,500</b>
Willow Lane Elementary	\$83,400	\$1,263,600	\$987,200	\$1,106,400	\$4,592,500	\$682,300	<b>\$8,715,400</b>
WBL Area Learning Center	\$228,700	\$1,692,700	\$1,069,600	\$968,600	\$8,630,000	\$734,300	<b>\$13,323,900</b>
Sunrise Park Middle School	\$1,128,800	\$6,135,400	\$1,572,900	\$561,600	\$22,380,000	\$1,434,900	<b>\$33,213,600</b>
Central Middle School	\$462,100	\$5,204,100	\$1,516,700	\$258,100	\$28,915,000	\$1,496,200	<b>\$37,852,200</b>
White Bear Lake District Office	\$0	\$0	\$39,200	\$0	\$5,095,000	\$364,700	<b>\$5,498,900</b>
Hippodrome Ice Arena	\$75,200	\$2,747,905	\$88,200	\$341,600	\$60,000	\$84,300	<b>\$3,397,205</b>
White Bear Lake Area High School - North Campus	\$249,700	\$6,990,200	\$2,494,600	\$1,833,300	\$34,850,000	\$3,774,982	<b>\$50,192,782</b>
White Bear Lake Area High School - South Campus	\$107,700	\$10,156,300	\$5,117,300	\$593,700	\$22,795,000	\$3,042,800	<b>\$41,812,800</b>
Normandy Park - Early Childhood	\$142,000	\$1,452,400	\$557,200	\$157,600	\$310,000	\$256,000	<b>\$2,875,200</b>
<b>Category Totals:</b>	<b>\$4,415,500</b>	<b>\$52,533,405</b>	<b>\$19,824,975</b>	<b>\$12,524,080</b>	<b>\$164,622,500</b>	<b>\$16,971,482</b>	<b>\$270,891,942</b>

## **Appendix E:**

### **Activities, Athletics and Fine Arts Summary**





## **Activities, Athletics and Fine Arts Summary Memo**

### **Activities and Athletics:**

- Current available indoor facilities:
  - 17 Gymnasiums - 10 Elementary, 7 Secondary
    - 5 Tile Floor Gyms & 12 Wood Floor Gyms
  - High School regulation gyms in District
    - 3 at secondary schools
    - 4 at elementary schools
- Current available outdoor facilities:
  - 1 Turfed Stadium Field at South
  - 5 Practice soccer fields (3 at South, 2 at North)
    - Becomes 2 practice lacrosse fields at South in Spring
  - 3 Practice football fields (2 at South, 1 at North)
  - 1 Grass Stadium Field at District Center (Price)
- Number of High School activities/sports and participation:
  - 36 MSHSL Sponsored Activities
  - 35 School Sponsored Clubs and Activities
  - Historical participation:
    - 1983-84: 21 Sports; 1,336 Participants
  - Present Day participation:
    - 2017-18: 33 sports; 1,545 Participants
  - 12 additional sports create more stress on our facilities
  - Additional extra-curricular activities not in place in 1983-84
- Community Services & Recreation usage:
  - Elementary Schools - Use of Facilities
    - M-F before school - 6:30 am - 9:00 am
    - M-F after school - 3:50 pm - 6:00 pm
    - Recreation programming & Community use - 6:00 pm - 9:00 pm
  - Secondary Schools - Use of Facilities
    - Very limited use at South Campus
    - Middle School sports 3:15 pm - 5:30 pm
    - Community use after middle school sports
- Deficiencies & Creativity:
  - Gymnastics - No Specific Gymnastics Gym
  - Dance - No Dance Studio
  - Cheer - No designated space
  - Archery - No designated space
  - Wrestling - Not enough space, must move for competition

- Gymnastics and Wrestling Home Competitions (6 gym, 7 wre, 3 both) Gym space shortage in spring and winter
- Ultimate Frisbee - Gym Space and Field space needed
- Multiple campus school - Daily shuttle buses going between all of our facilities
- Hockey - off site facility
- Swimming - off site facility
- Issues Summary:
  - Population growing = More need for learning spaces
  - Associations limited on growth due to access to spaces
  - Creative scheduling can only disguise a need for so long
  - Our own programs not developing due to space limitations
  - Locker rooms over capacity in fall and spring (girls and boys)
  - Shortage of indoor and outdoor practice space means teams do not get the practice time they need

## **Fine Arts**

- Current available facilities:
  - 4 secondary schools, 3 performing arts spaces
- Issues Summary:
  - Sunrise lacks performance space
    - Transport students to performing art spaces, loss of class time, cost for bus
    - Little rehearsal time on stage
    - Gym is only large group meeting space during the school day which takes away Phy Ed. Time
  - Growing Orchestra program - current 5-8 grades, adding grade each year
    - Many buildings in the District do not have appropriate space for this program
  - Recent investments:
    - District Community Theater improvements 2003
    - HS theaters renovated 2012
      - South is mainly lecture/recital hall
      - North - no climate control
  - All theaters do not have green room or set construction space
  - Theater space used for large meetings as other meeting space not available
  - Major demand on performance spaces in December, January, May
    - Creative scheduling (overlapping events)
  - Limited on outside events due to the demand of our spaces

## **Appendix F:**

### **Comparison to Peer Districts**



### High School Comparisons

ISD #	School District	Total District Enrollment (Oct 1, 2018)	# of High Schools	Grade Configuration	HS Name	# of Students	Building Square Feet	SF / Student	Notes
284	Wayzata	11,170	1	9-12	Wayzata HS	3,267	657,745	201	Capacity is for 3,900 students
720	Shakopee	8,168	1	9-12	Shakopee HS	2,600	644,600	248	Changed in 2018 (was 10-12) Capacity is for 3,200
273	Edina	8,483	1	9-12	Edina HS	2,746	554,600	202	Changed in 2017 (was 10-12)
834	Stillwater	8,180	1	9-12	Stillwater HS	2,794	507,085	181	Changed in 2017 (was 10-12)
272	Eden Prairie	8,811	1	9-12	Eden Prairie HS	3,018	693,771	230	
621	Mounds View	11,323	2	9-12	Irondale HS	1,670	370,151	222	Includes addition currently under design
				9-12	Mounds View HS	1,802	379,444	211	Includes addition currently under design
					Total	3,472			
623	Roseville	7,562	1	9-12	Roseville Area HS	2,287	518,293	227	Includes addition currently under design
831	Forest Lake	6,256	1	9-12	Forest Lake Area HS	1,475	446,126	302	Changed in 2017 (was 10-12)
833	South Washington County	18,251	3	9-12	Park HS	1,787	403,981	226	
				9-12	Woodbury HS	1,903	366,599	193	
				9-12	East Ridge HS	1,801	382,264	212	
					Total	5,491			
622	North St Paul	10,249	2	9-12	North HS	1,774	265,000	149	
				9-12	Tartan HS	1,651	259,700	157	
					Total	3,425			
12	Centennial	6,548	1	9-12	Centennial HS	2,012	444,341	221	
624	White Bear Lake Area Schools	8,578	1*	9-10	WBLAHS North Campus	1,242	280,905	226	*Two campuses
				11-12	WBLAHS South Campus	1,117	289,953	260	*Two campuses
					Total	2,359			

Information gathered from Minnesota Department of Education: Report Card and discussion with planners for projects under design

# WHITE BEAR LAKE AREA SCHOOLS

## COMMUNITY SPACES: FACILITY COMPARISON

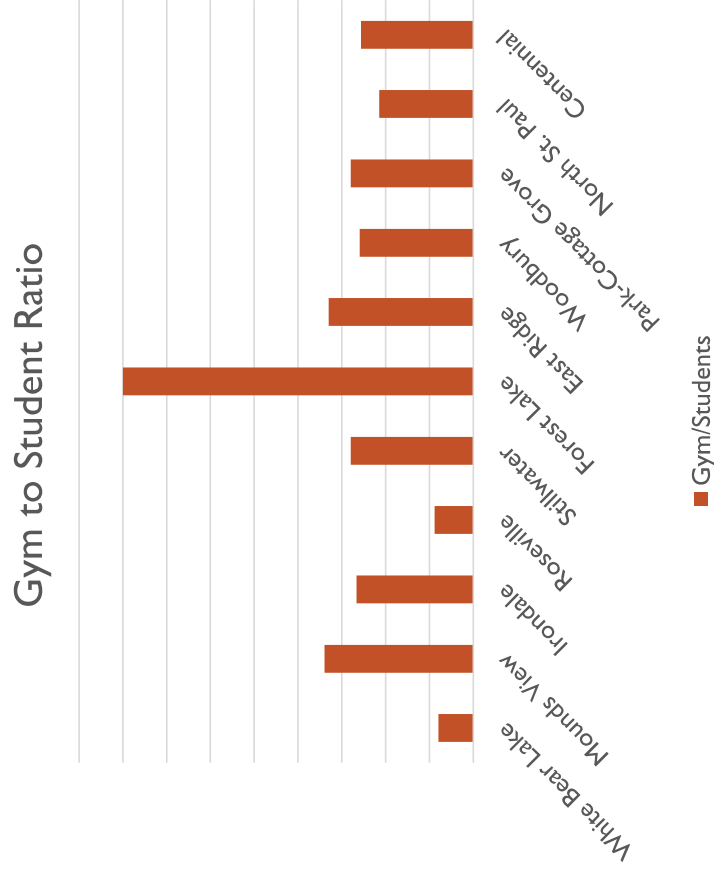
MEETING #4 | NOVEMBER 28, 2018



# COMMUNITY SPACES

## GYMS

School	Enrollment	Onsite	Student Ratio
White Bear Lake	2,488	2	1244:1
Mounds View	1,735	6	289:1
Irondale	1,682	4.5	374:1
Roseville	2,226	2	1113:1
Stillwater	2,794	8	350:1
Forest Lake	1,501	12	125:1
East Ridge	1,783	6	297:1
Woodbury	1,895	5	379:1
Park-Cottage Grove	1,781	5	356:1
North St. Paul	1,853	4	463:1
Centennial	1,944	5	389:1



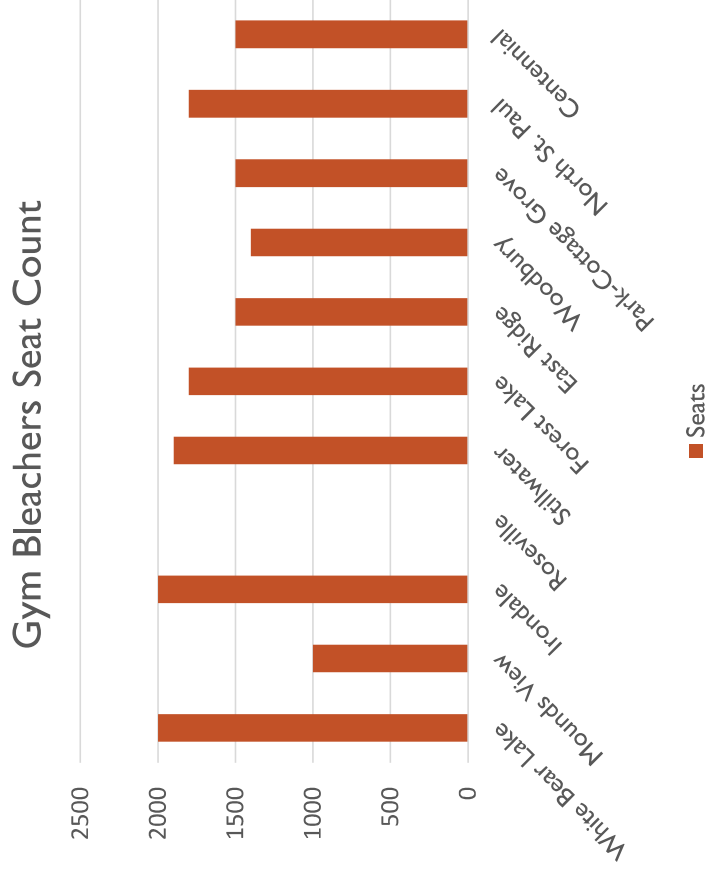
Full-size competition courts, as reported by ADs



# COMMUNITY SPACES

## BLEACHERS

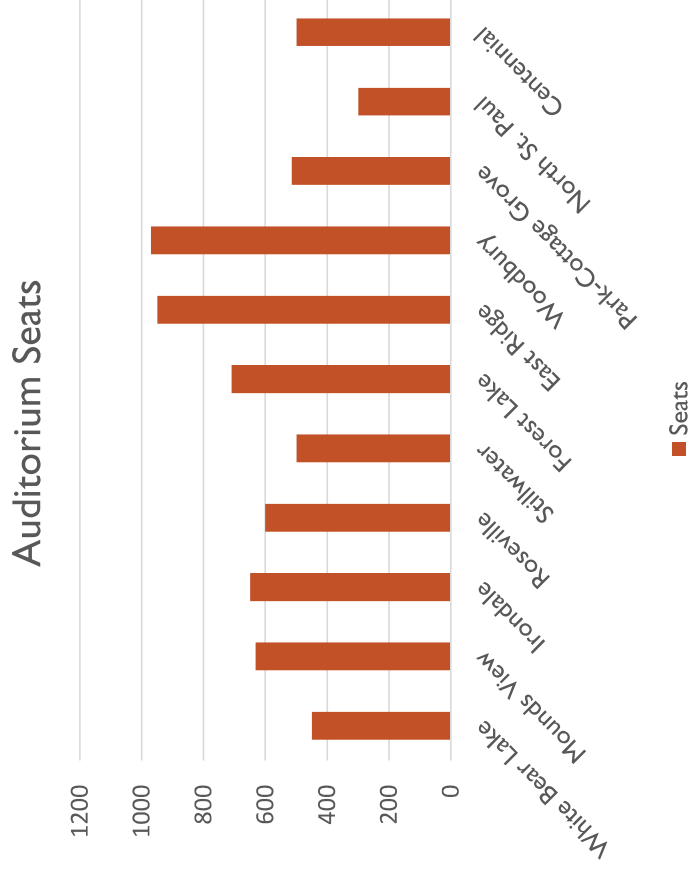
School	Enrollment	Seats
<b>White Bear Lake</b>	<b>2,488</b>	<b>2,000</b>
Mounds View	1,735	1,000
Irondale	1,682	2,000
Roseville	2,226	?
Stillwater	2,794	1,900
Forest Lake	1,501	1,800
East Ridge	1,783	1,500
Woodbury	1,895	1,400
Park-Cottage Grove	1,781	1,500
North St. Paul	1,853	1,800
Centennial	1,944	1,500



Bleacher seats in competition gym venue, as reported by ADs

# COMMUNITY SPACES AUDITORIUM

School	Enrollment	Seats
White Bear Lake	2,488	450
Mounds View	1,735	632
Irondale	1,682	650
Roseville	2,226	600 (x2)
Stillwater	2,794	500
Forest Lake	1,501	710
East Ridge	1,783	950
Woodbury	1,895	790
Park-Cottage Grove	1,781	515
North St. Paul	1,853	300
Centennial	1,944	500



Seats in Auditorium, as reported by ADs

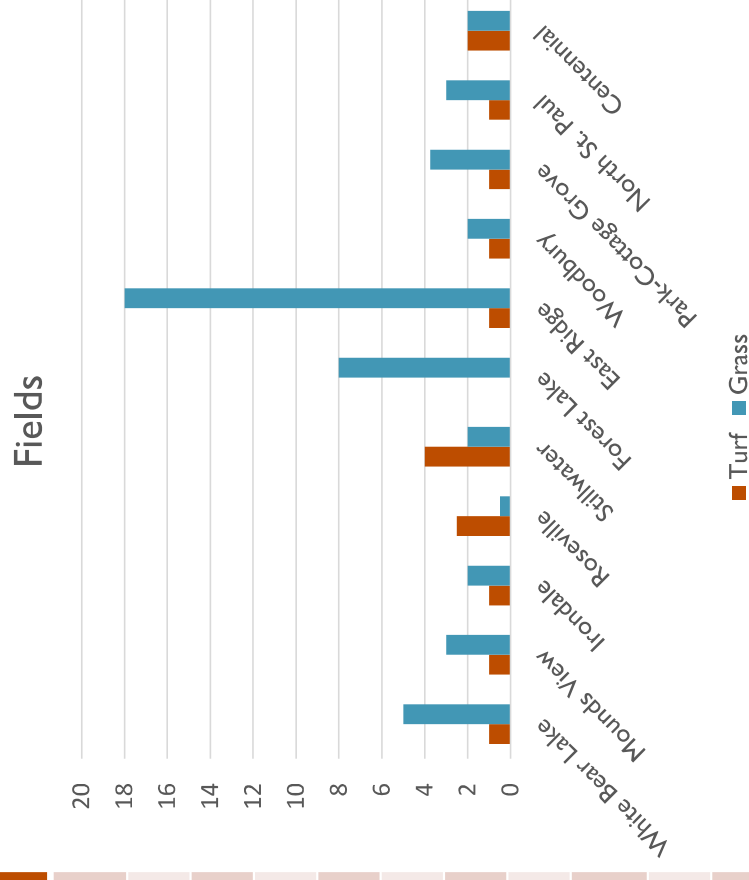
# COMMUNITY SPACES

## FIELDS

School	Enrollment	Turf	Grass
White Bear Lake	2,488	1	5
Mounds View	1,735	1	3
Irondale	1,682	1	2
Roseville (future)	2,226	2.5*	.5*
Stillwater	2,794	4	2
Forest Lake	1,501	0	8
East Ridge**	1,783	1	18
Woodbury**	1,895	1	2
Park-Cottage Grove	1,781	1	3.75
North St. Paul**	1,853	1	3
Centennial	1,944	2	3

\*Under construction

\*\* High School utilizes City owned fields adjacent to campus.



**Appendix G:**  
**2018 Residential Survey**  
**(by Morris Leatherman)**

# **White Bear Lake Area School District**

2018 Residential Survey

The Morris Leatheman Company

# Survey Methodology

2018 White Bear Lake Area Schools

400 random household sample of School District residents

Telephone interviews conducted between

December 4th and 19th, 2018

Average interview time of 22 minutes

Non-response level of 5.0%

Projectable within +/- 5.0% in 95 out of 100 cases

Cellphone Only Households: 43%

Landline Only Households: 12%

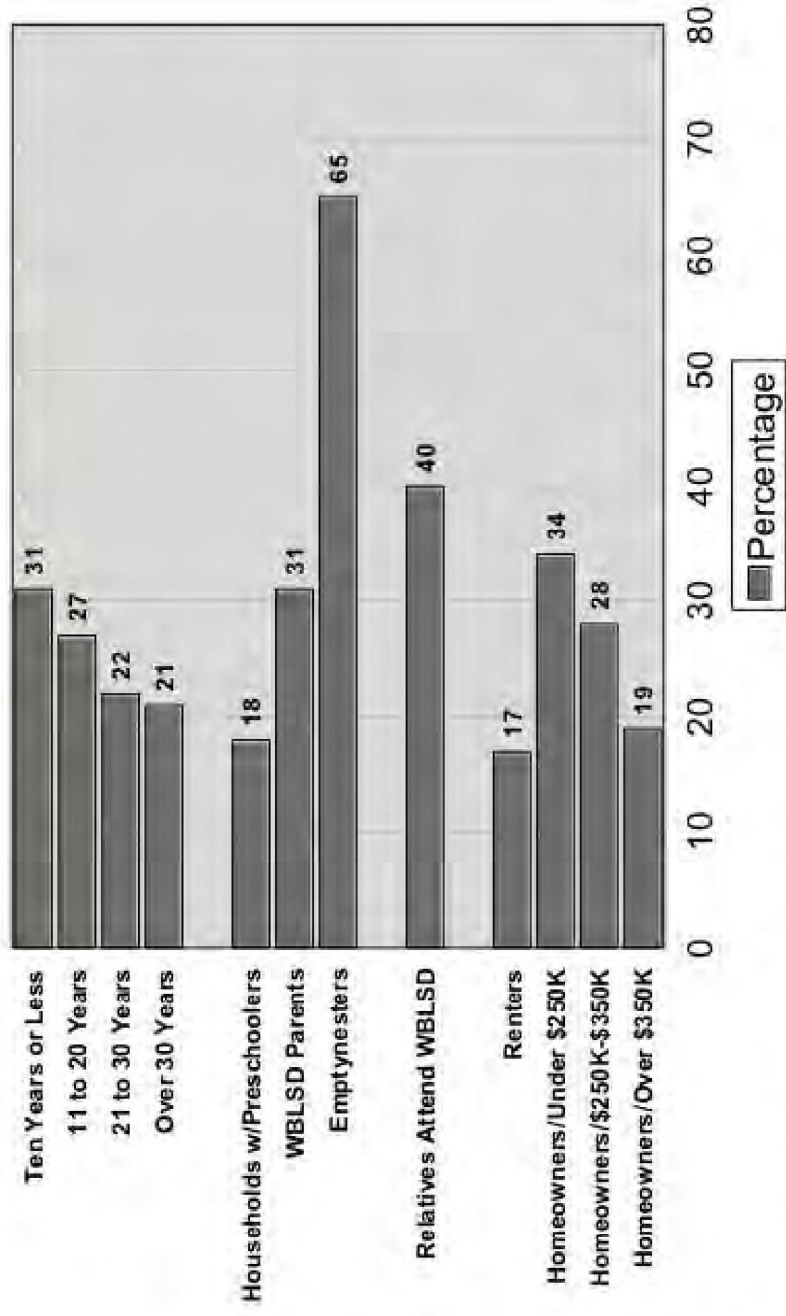
Both Landline and Cellphone Households: 45%

The Morris Leatherman Company



# Demographics I

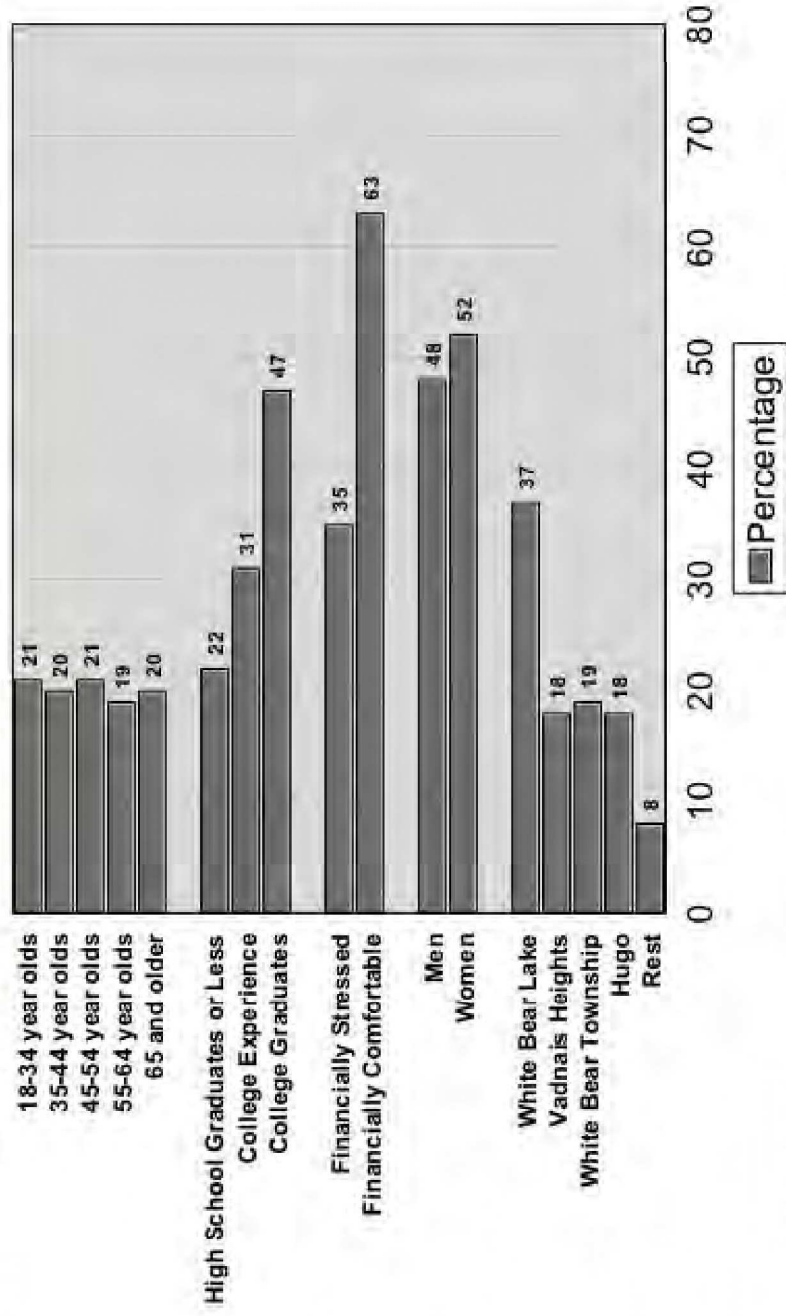
## 2018 White Bear Lake Area Schools



The Morris Leatherman Company

# Demographics II

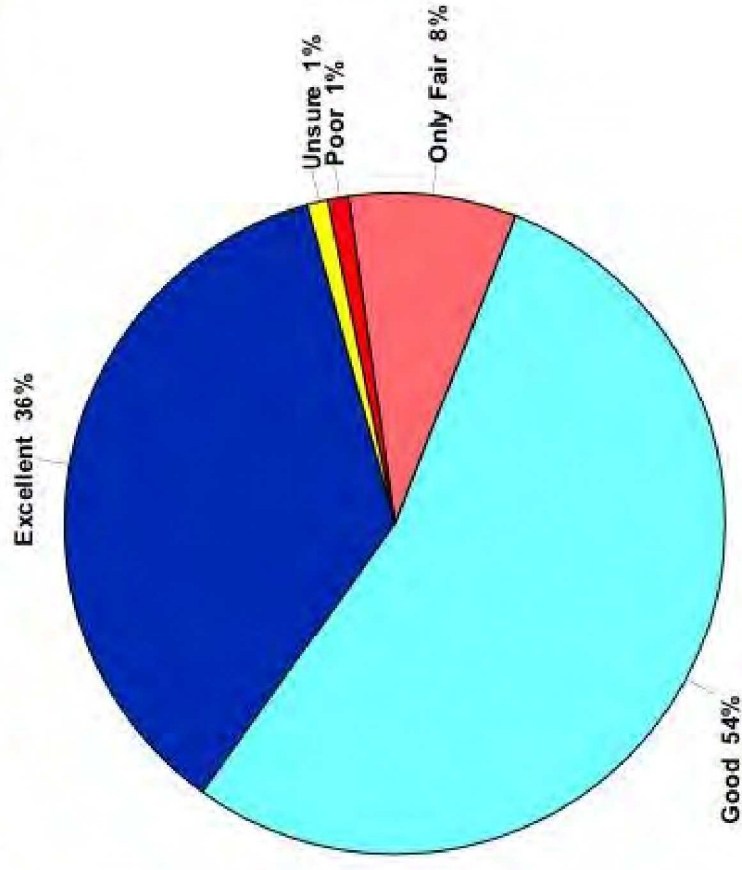
2018 White Bear Lake Area School District



The Morris Leatherman Company

# Quality of Public Schools

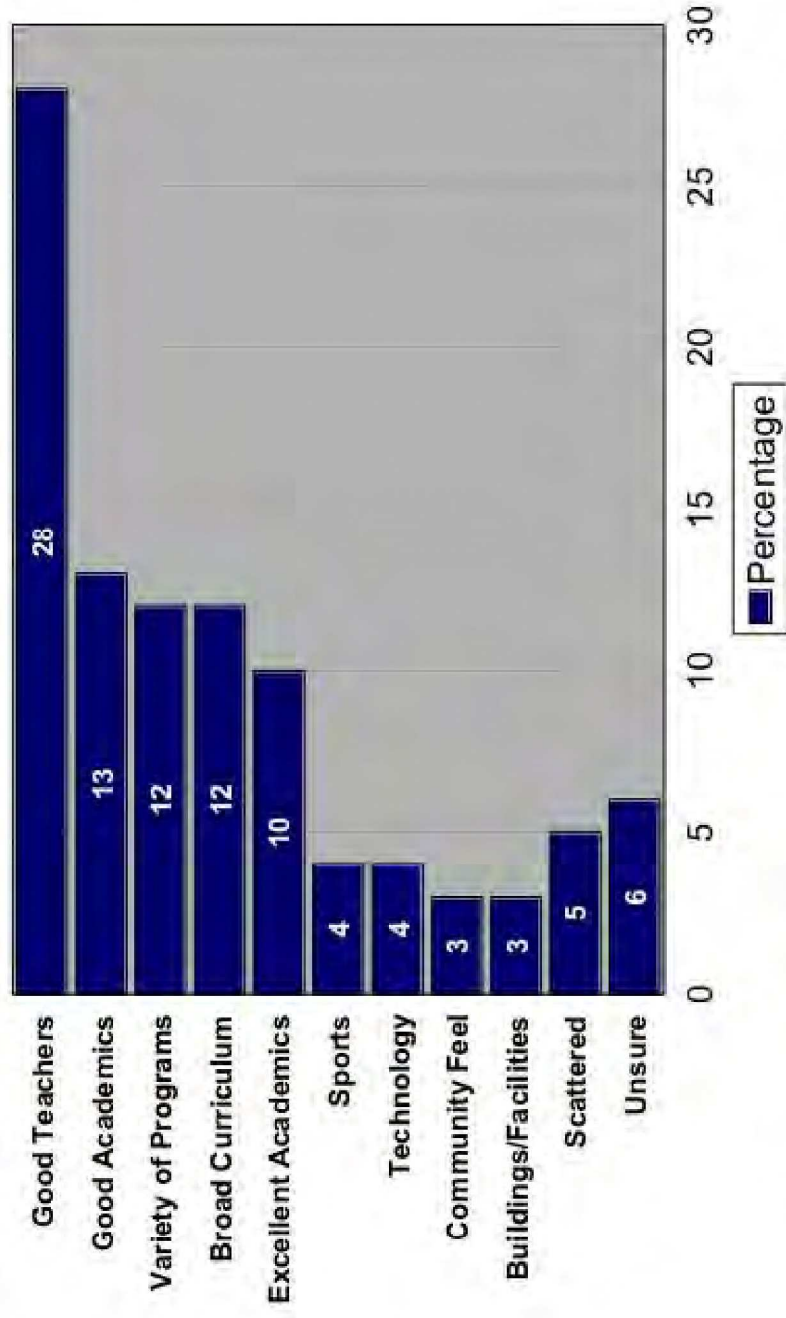
2018 White Bear Lake Area School District



The Morris Leatherman Company

# Like Most

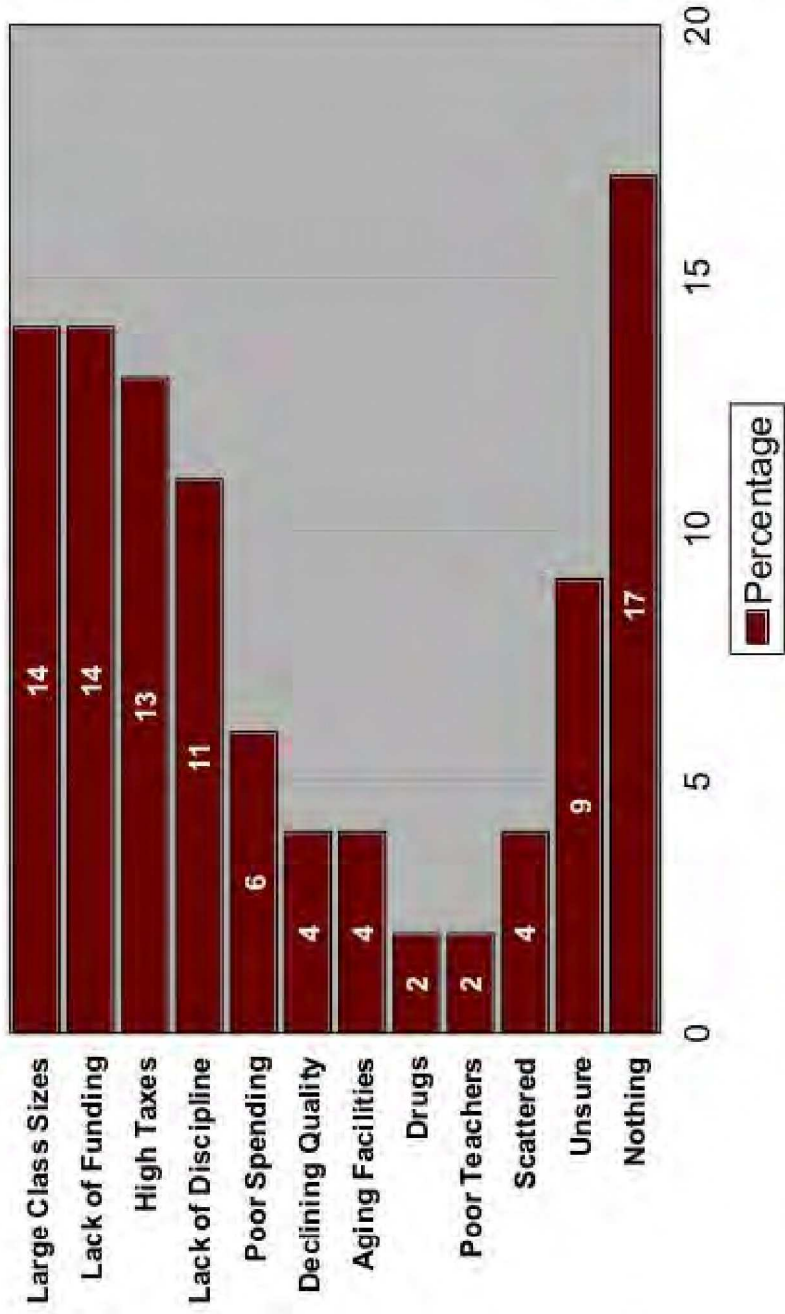
2018 White Bear Lake Area School District



The Morris Leatherman Company

# Most Serious Issue

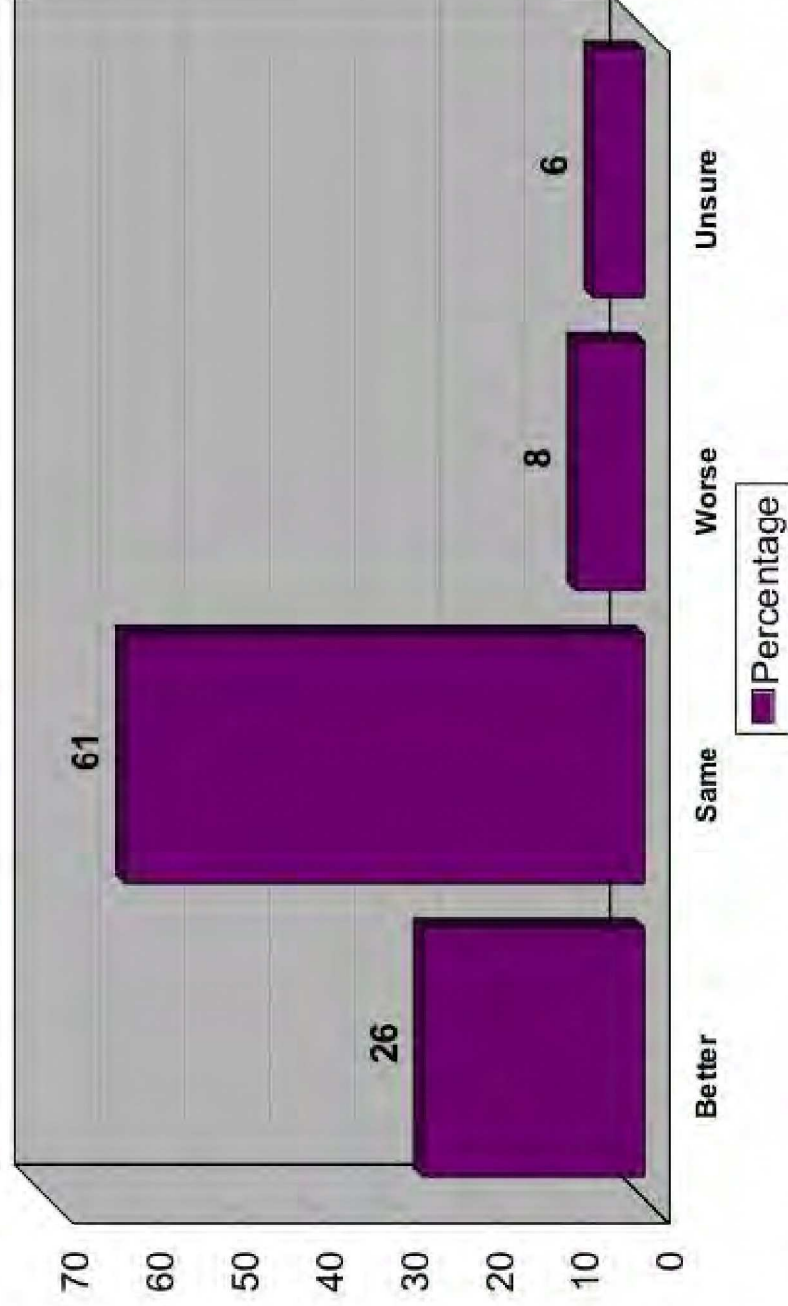
2018 White Bear Lake Area School District



The Morris Leatherman Company

# Quality Compared to Three Years Ago....

2018 White Bear Lake Area School District

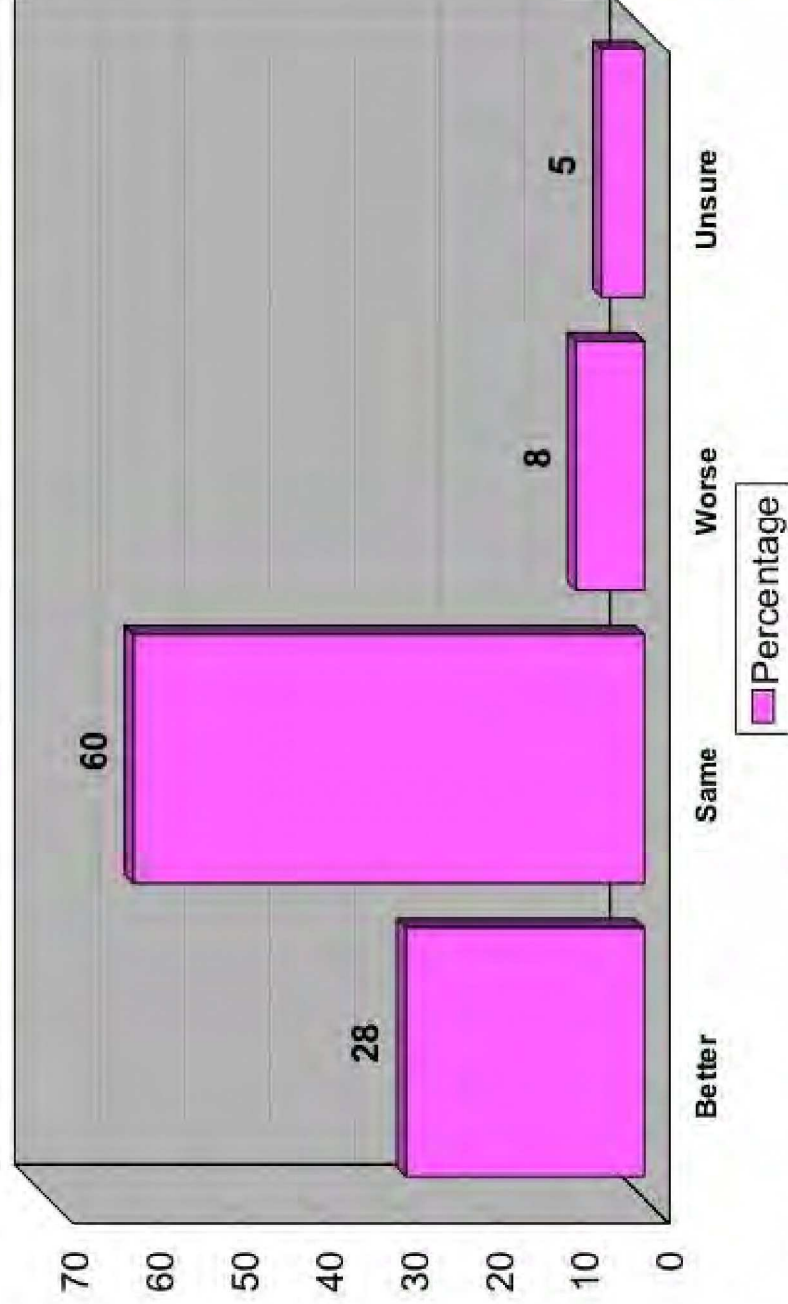


The Morris Leatherman Company



# Quality Compared to Neighboring Districts....

2018 White Bear Lake Area School District

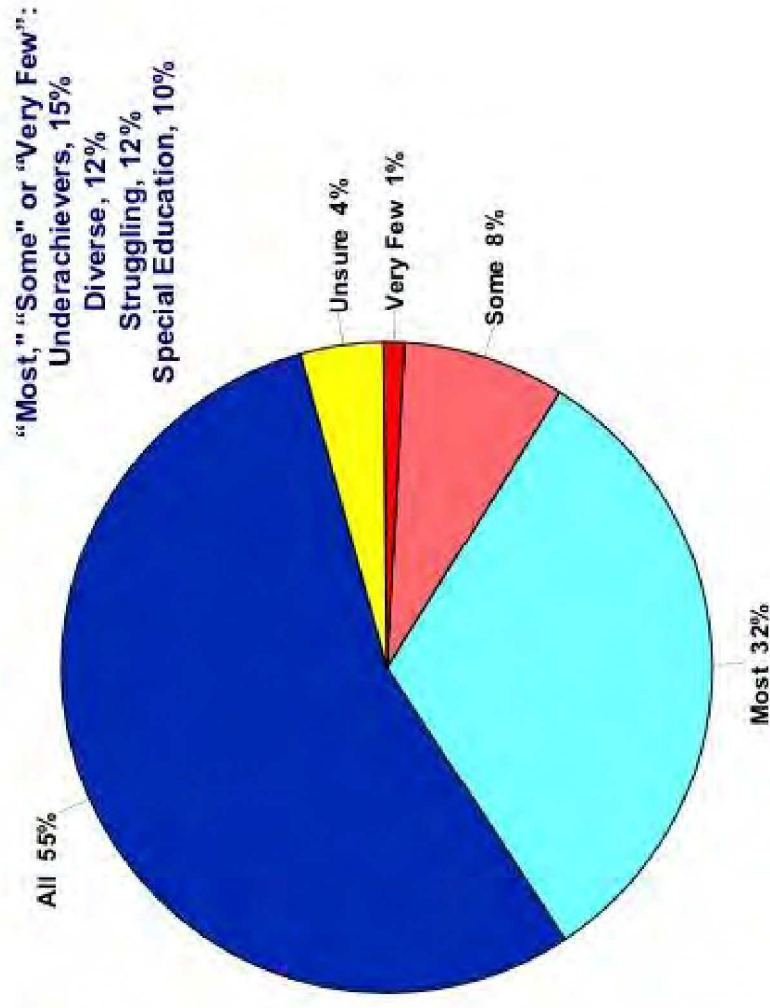


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# Meet Students' Learning Needs

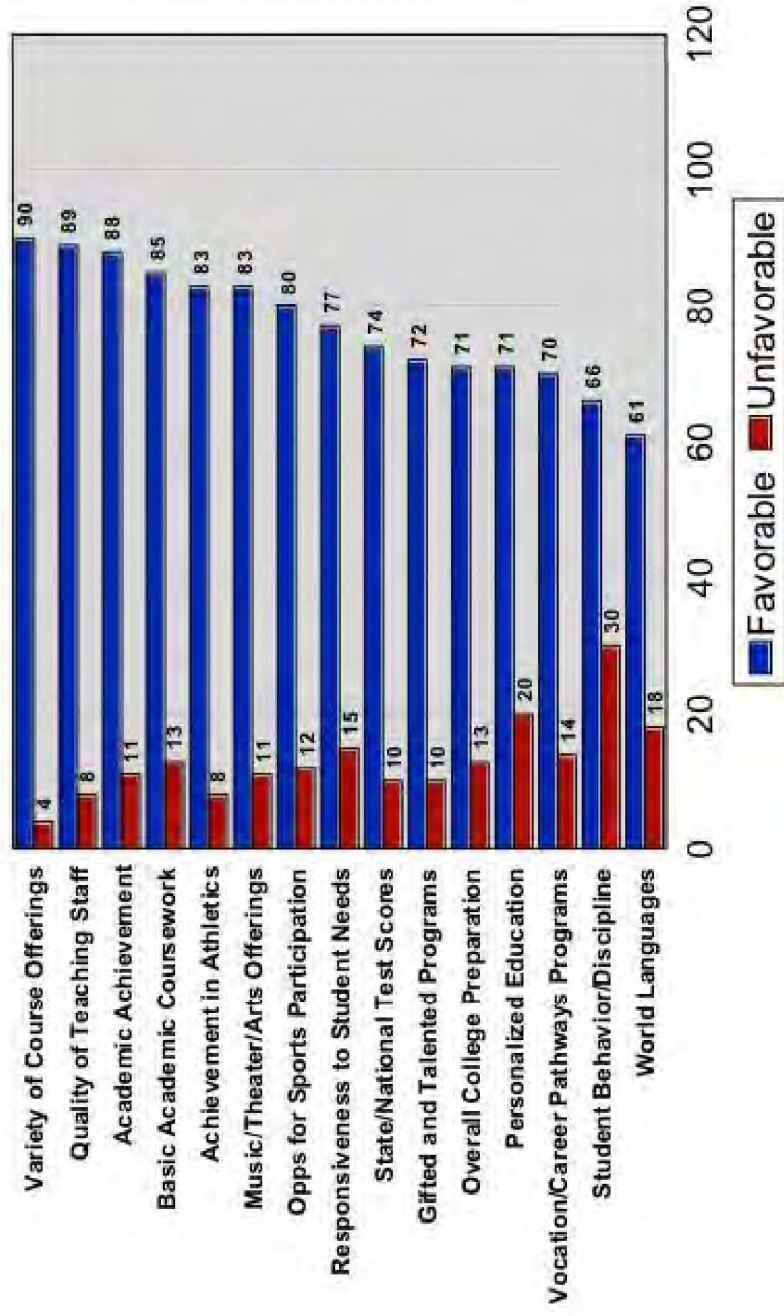
2018 White Bear Lake Area School District



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# Rating of School Characteristics

2018 White Bear Lake Area School District

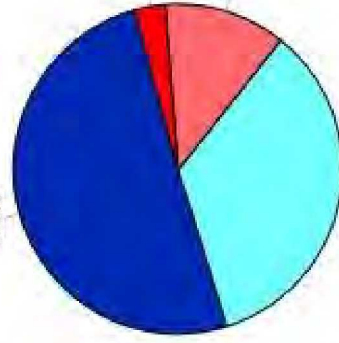


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# Technology

2018 White Bear Lake Area School District

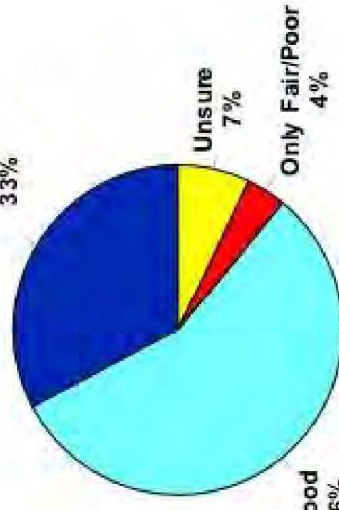
Absolutely Essential  
50%



Very Important  
35%

Importance of Technology to  
Student Learning

Excellent  
33%



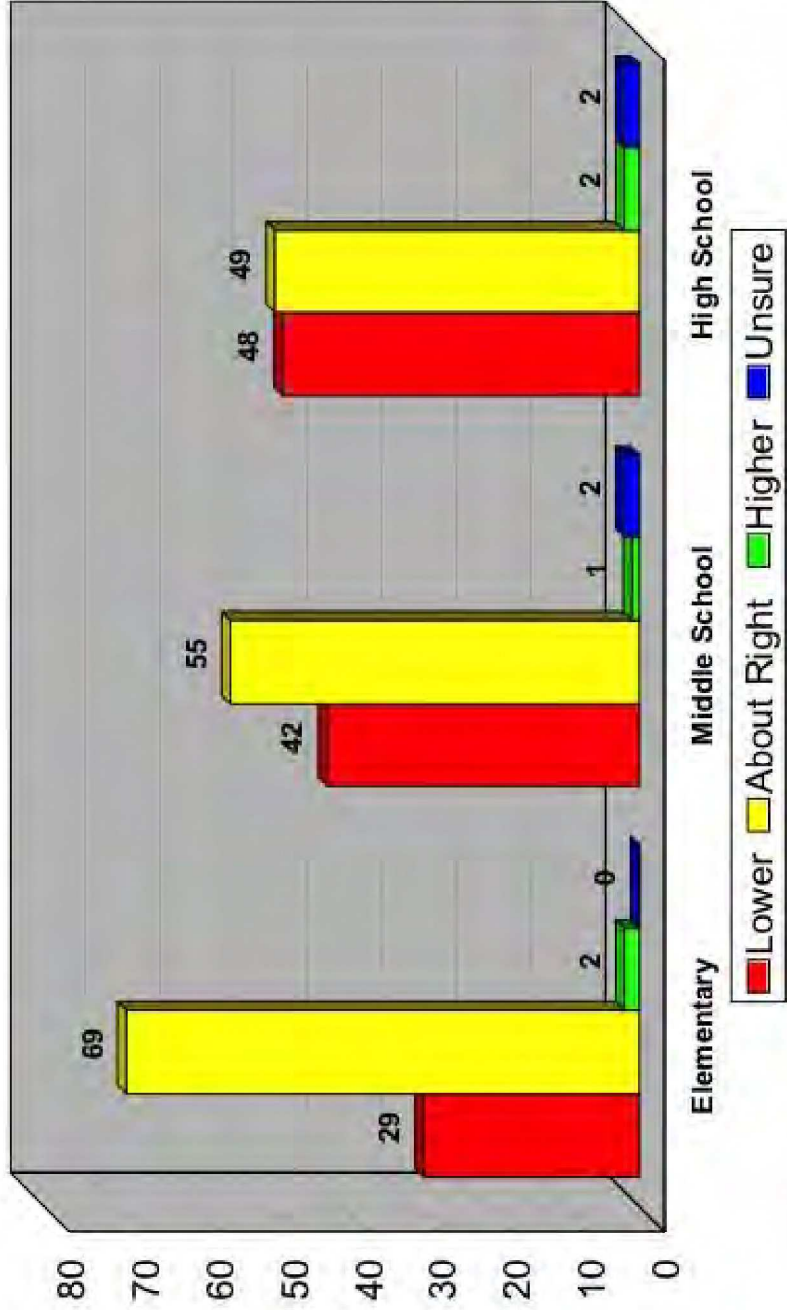
Good  
56%

Rating of Technology in WBLSD

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# Class Sizes

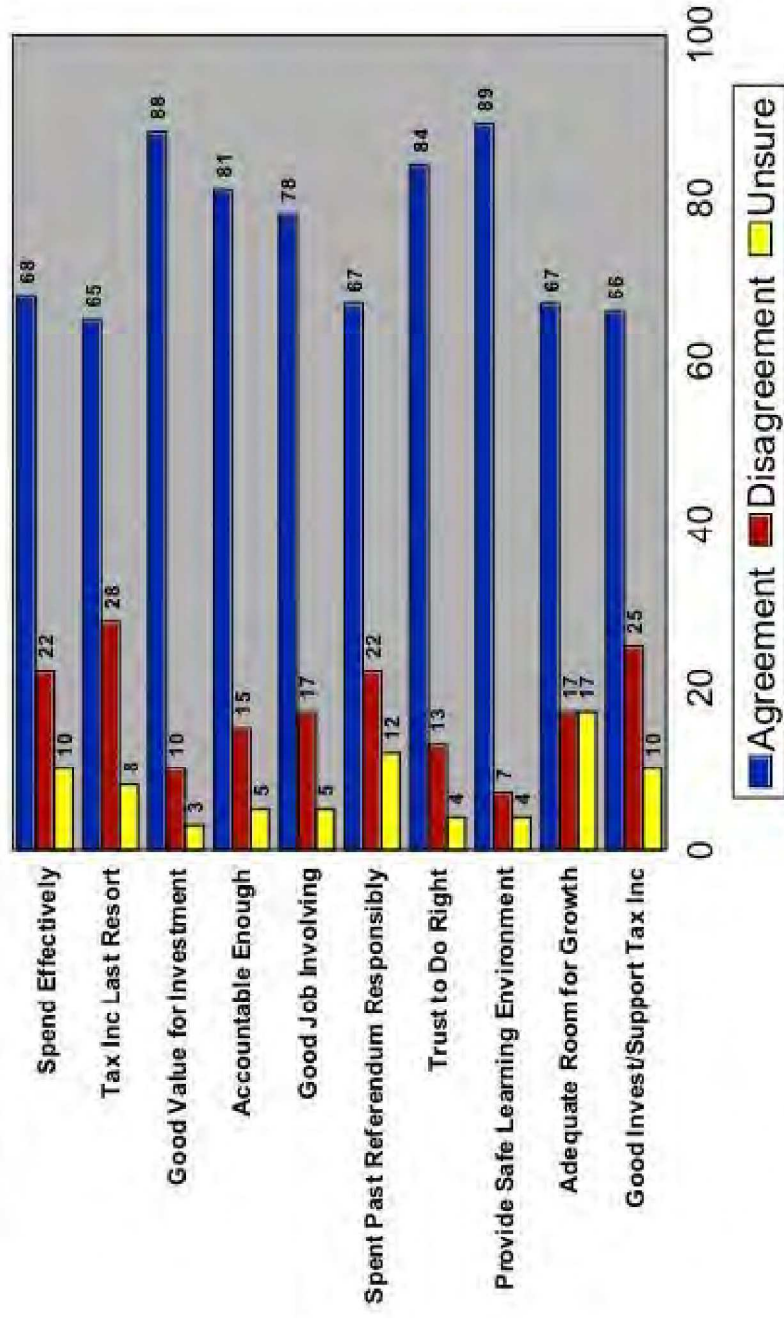
2018 White Bear Lake Area School District



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# Specific School District Perceptions

2018 White Bear Lake Area School District

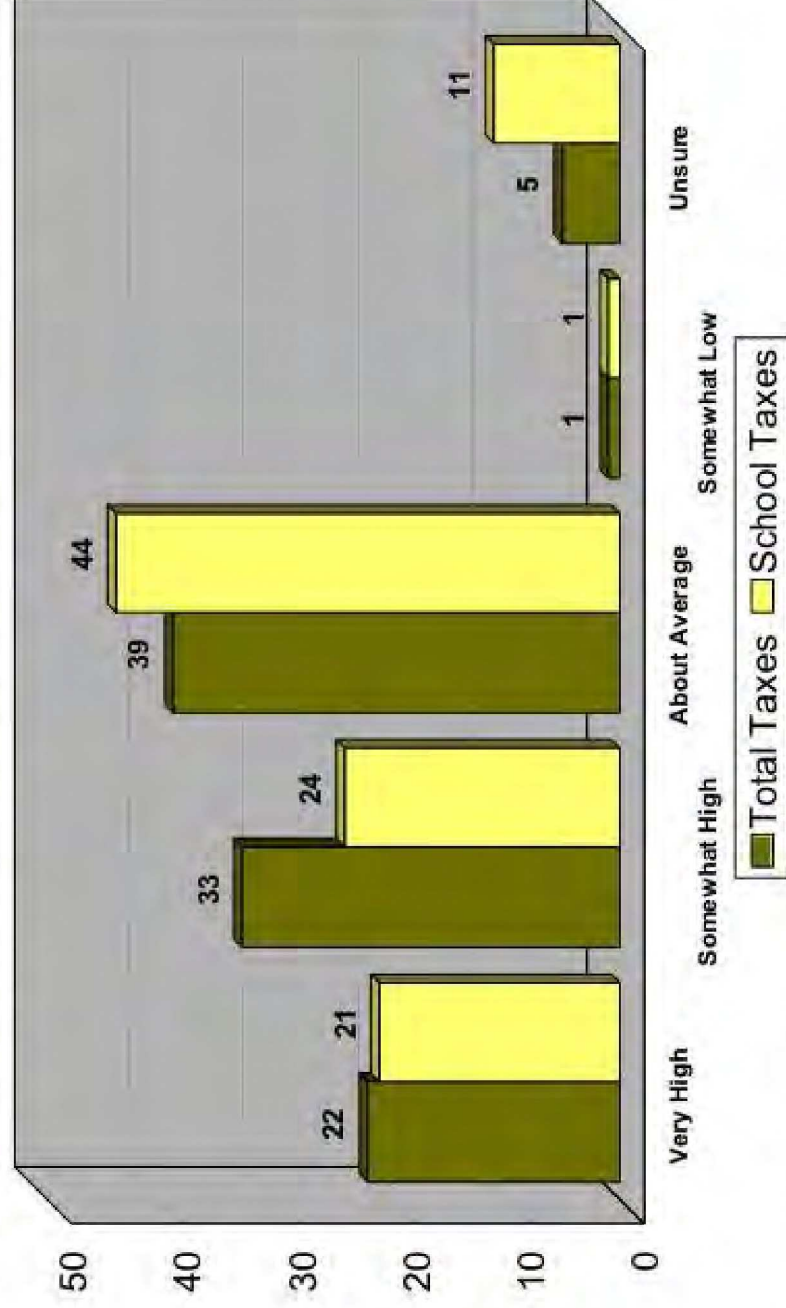


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# Property Tax Comparisons

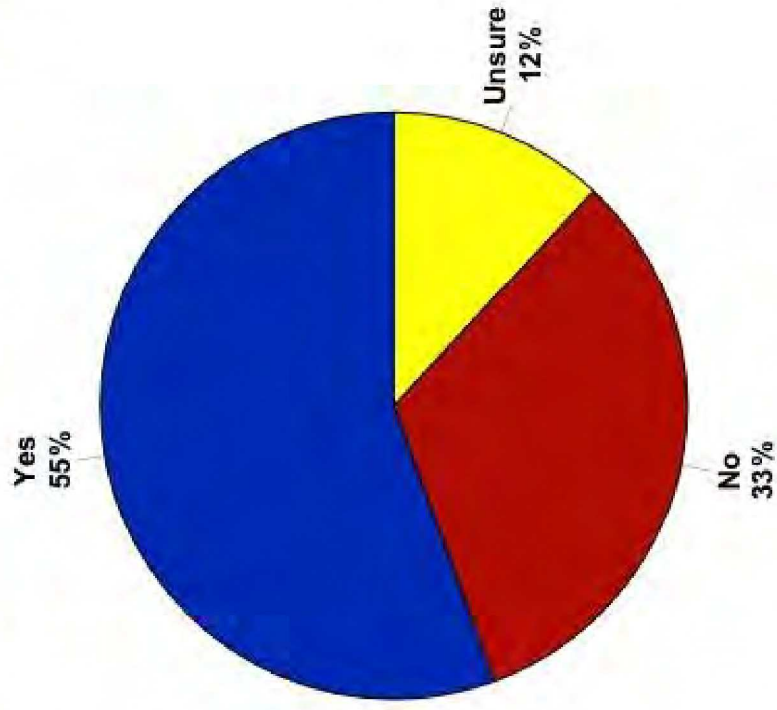
2018 White Bear Lake Area School District



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# Adequately Funded

2018 White Bear Lake Area School District

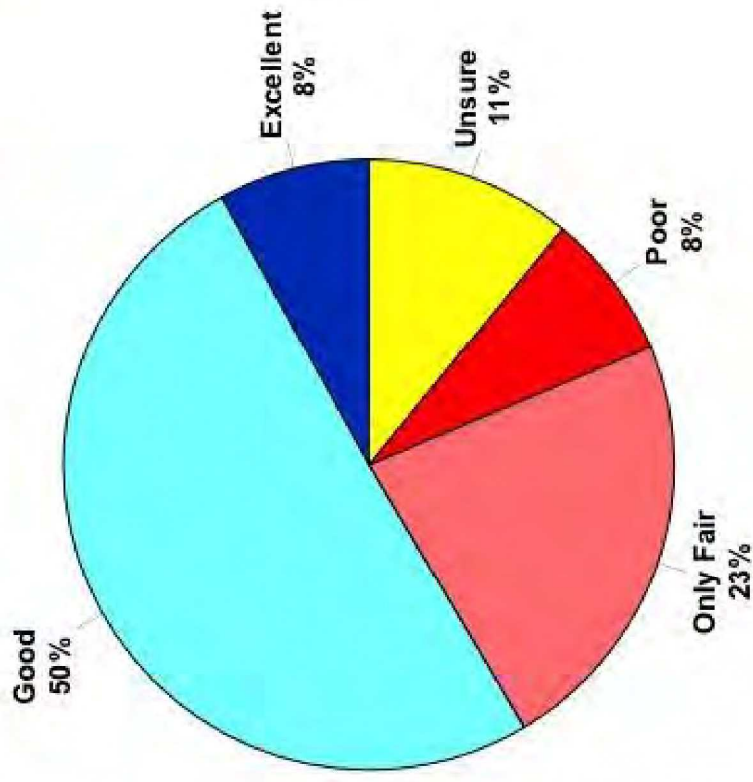


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# Financial Management

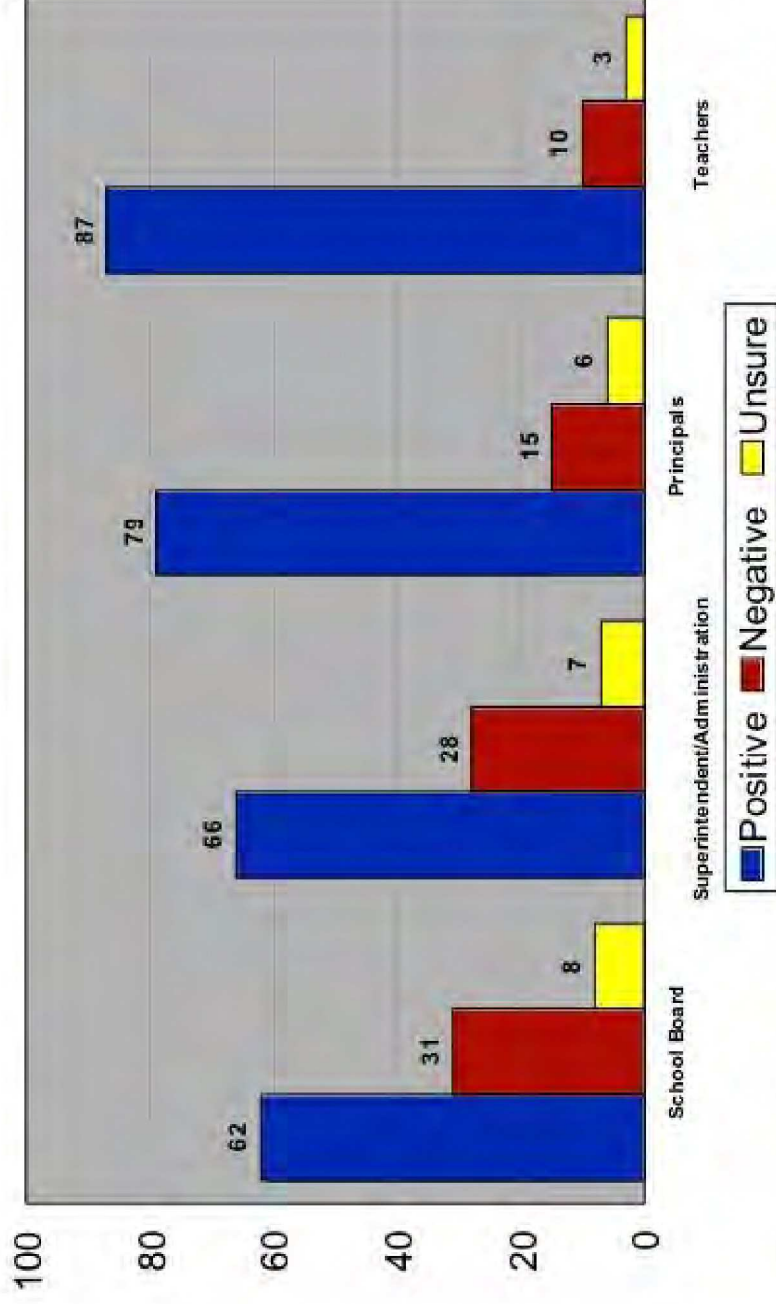
## 2018 White Bear Lake Area School District



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# Job Performance Ratings

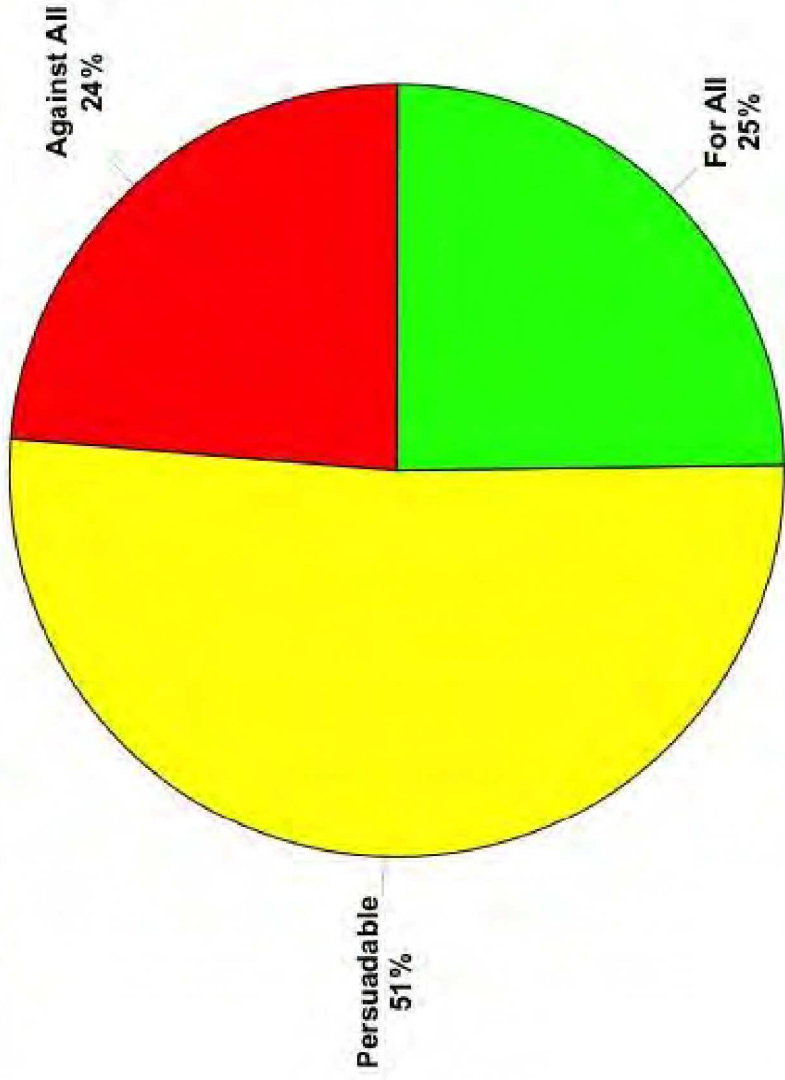
2018 White Bear Lake Area School District



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# Tax Increase Predisposition

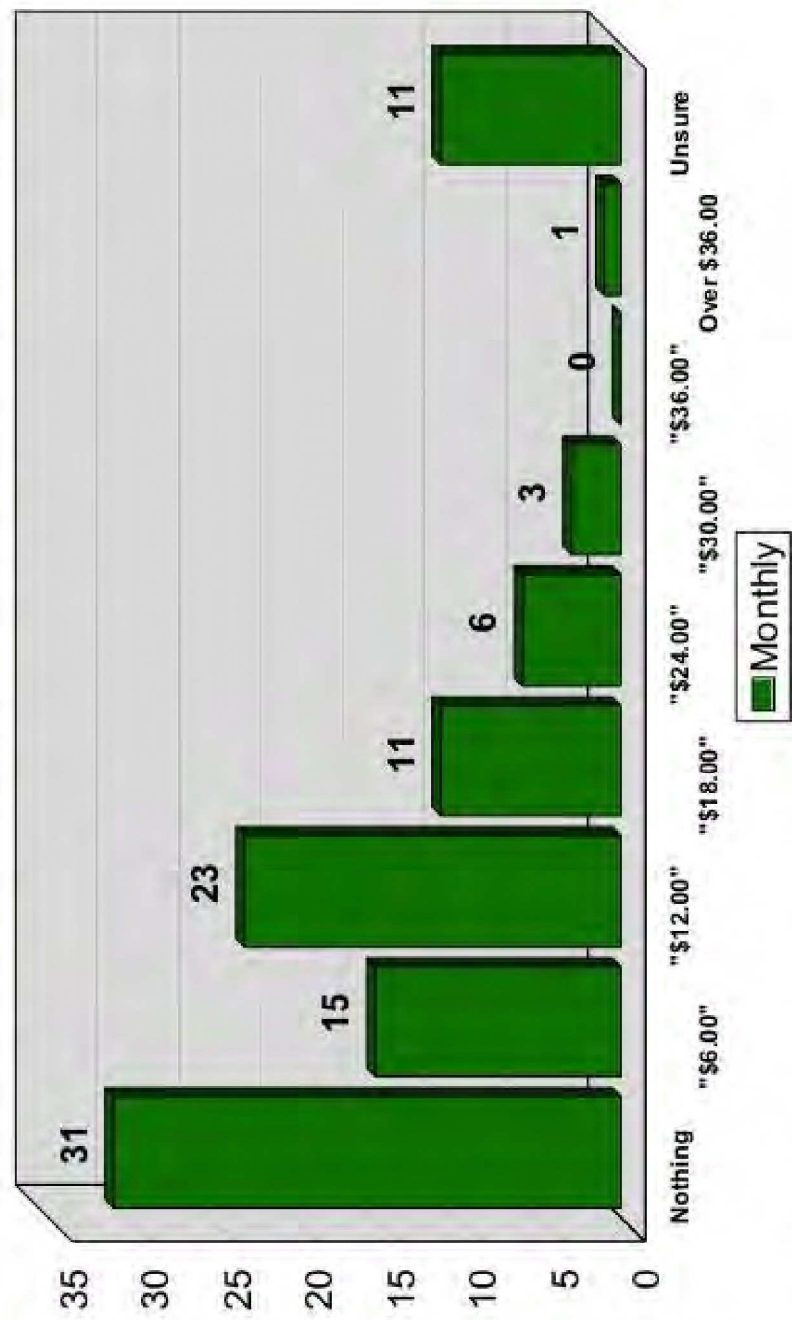
2018 White Bear Lake Area School District



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# Tax Increase for Bond Referendum

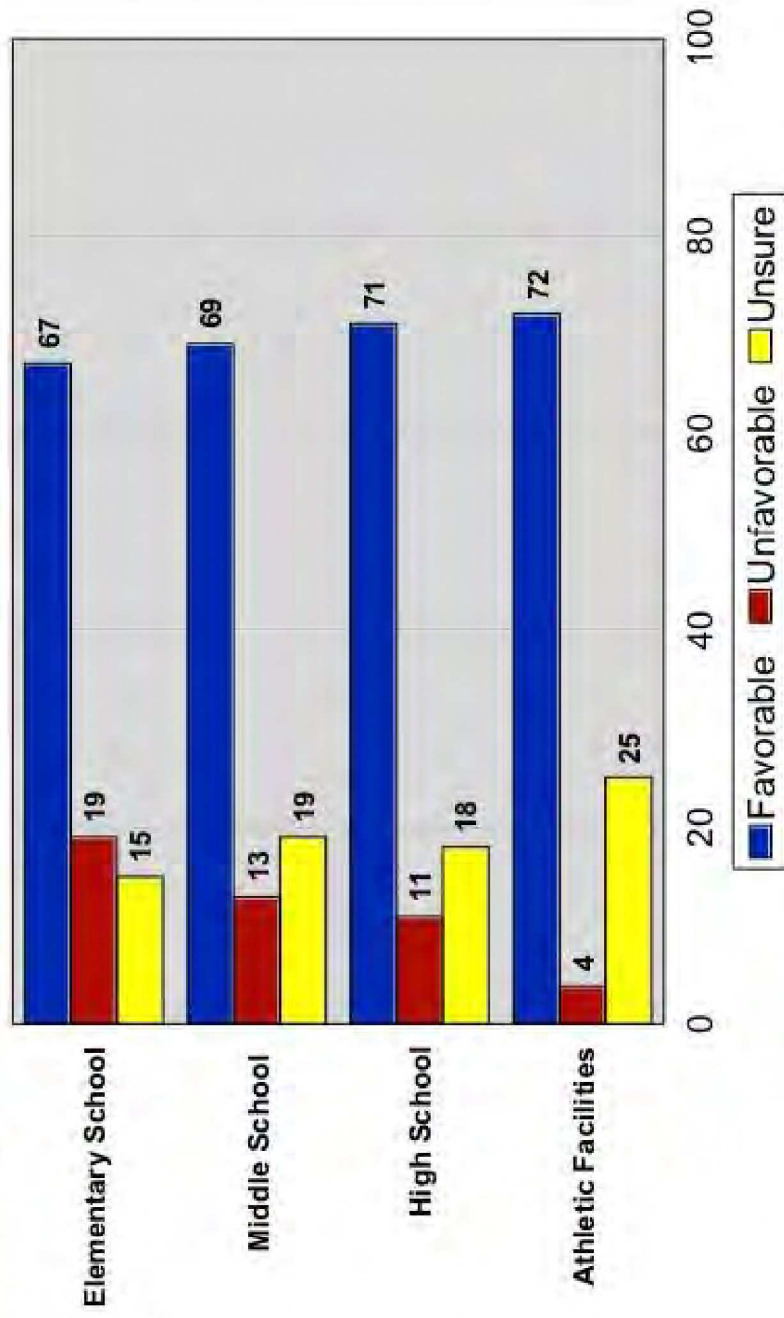
2018 White Bear Lake Area School District



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# Quality of Buildings and Facilities

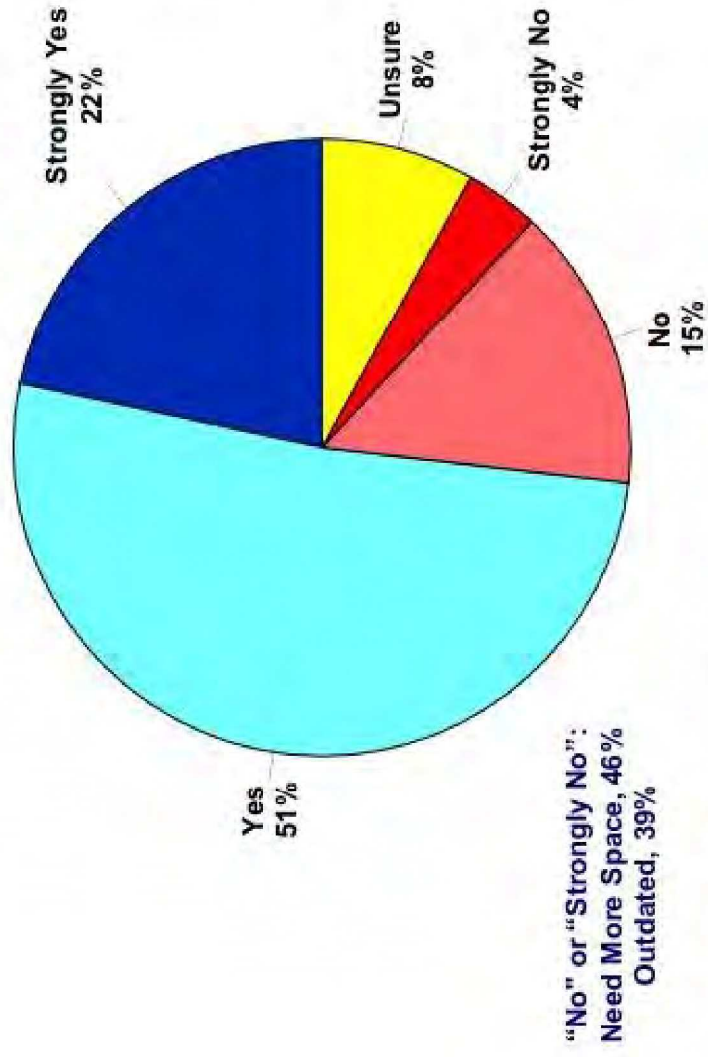
2018 White Bear Lake Area School District



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# Buildings Meet Needs of Educating Today's Children

## 2018 White Bear Lake Area School District

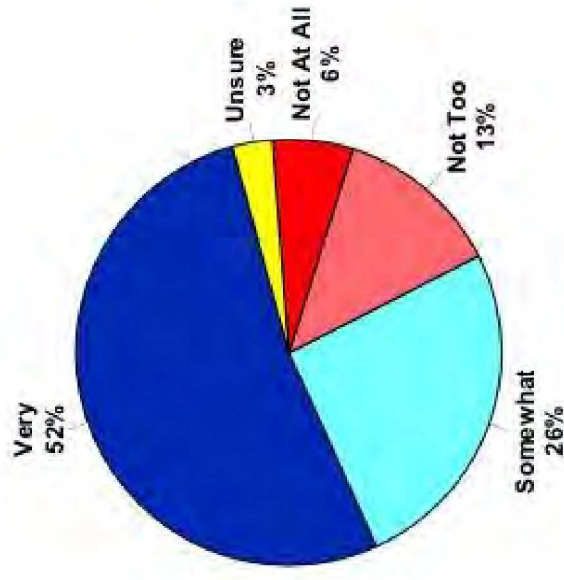


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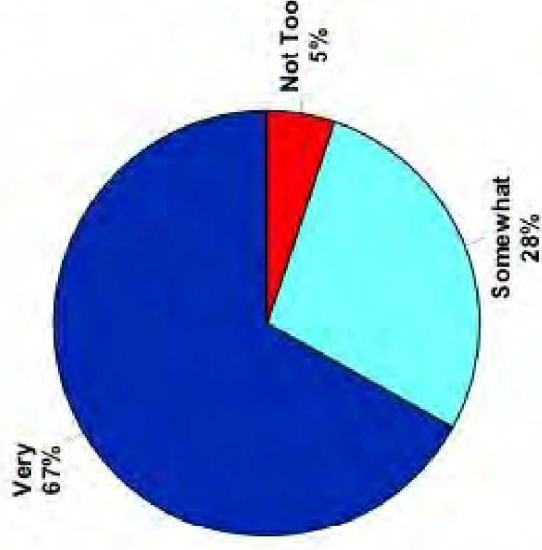


# Student Input and Choice

2018 White Bear Lake Area School District



Importance for Students to have  
Input and Choice in Learning

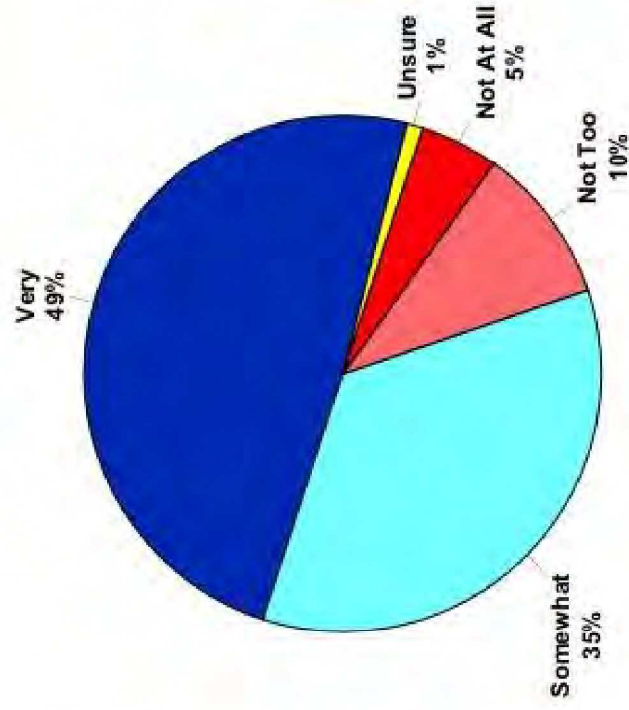


Importance for Students to be  
Able to Work Together

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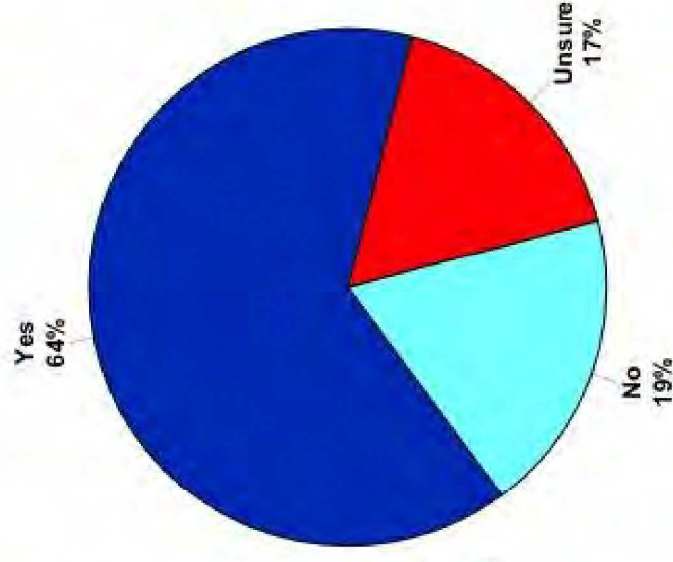
# Flexible Learning Spaces

2018 White Bear Lake Area School District



Importance of Classroom  
Design to Student Learning

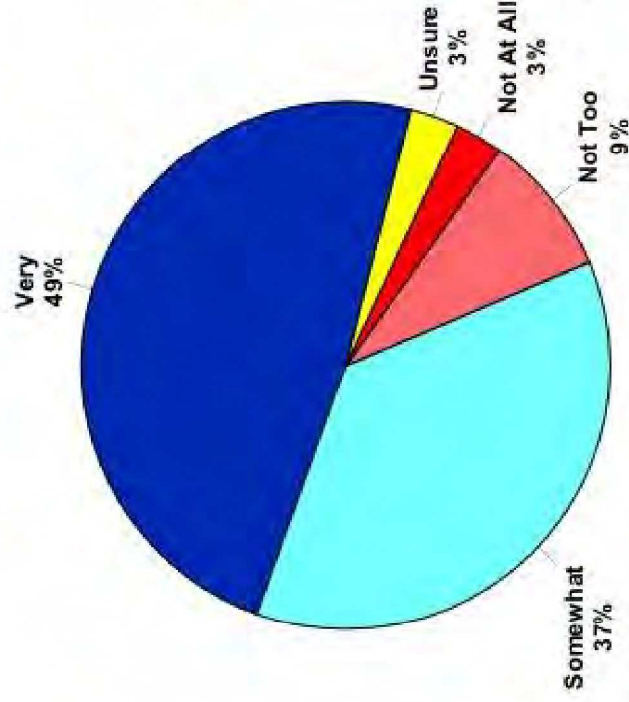
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WBLSD Provide Sufficient  
Flexible Learning Spaces

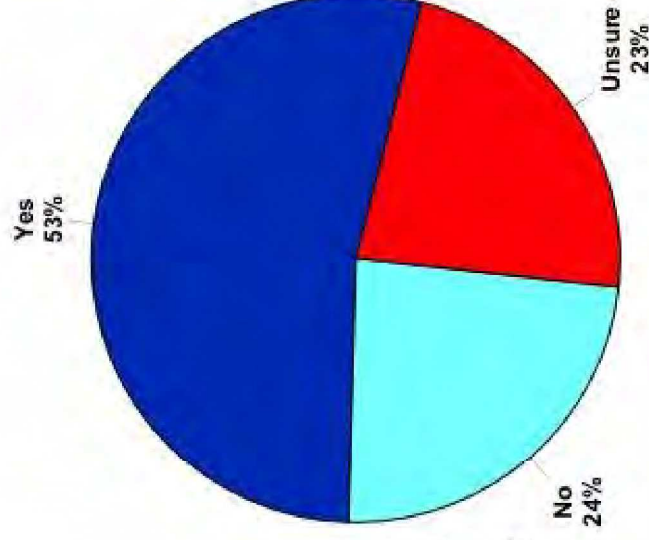
# Facilities Equity

2018 White Bear Lake Area School District



Importance of Equity between Buildings

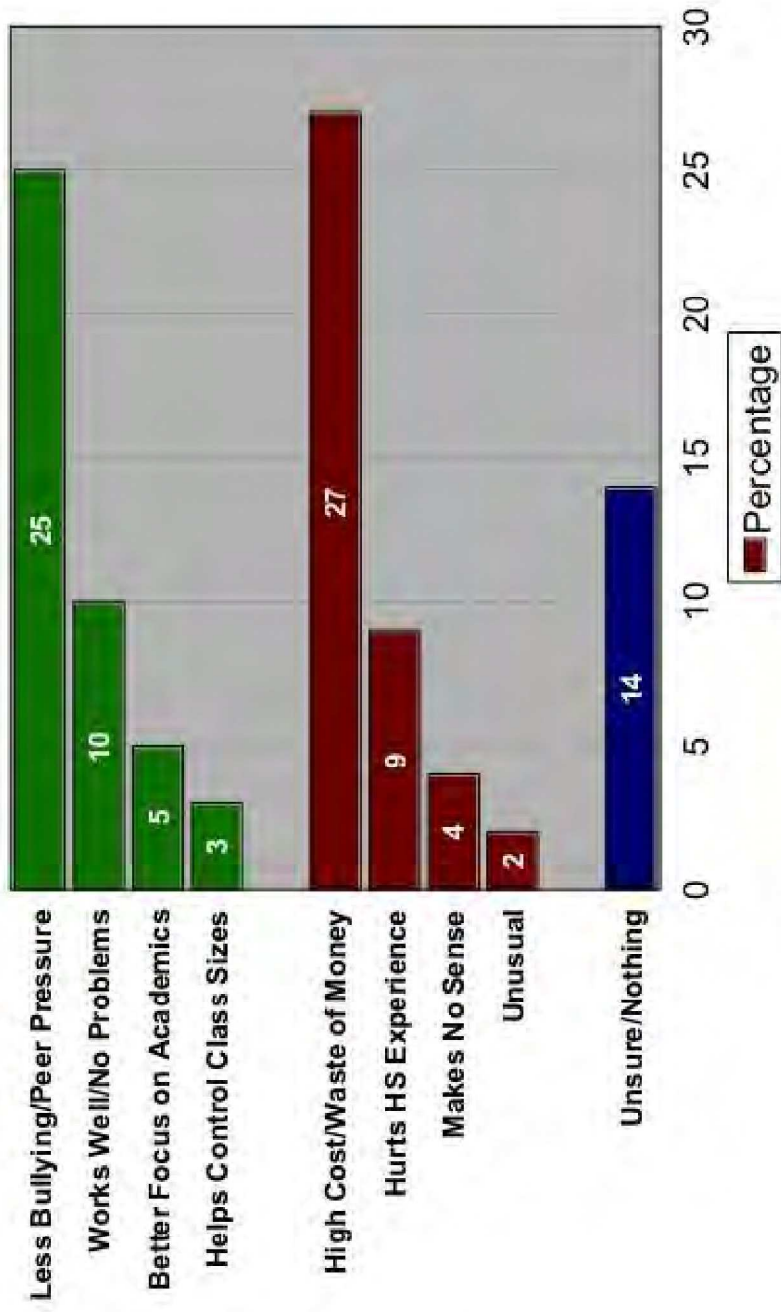
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WBLSD Have Equity Between Buildings

# Split High School Campus

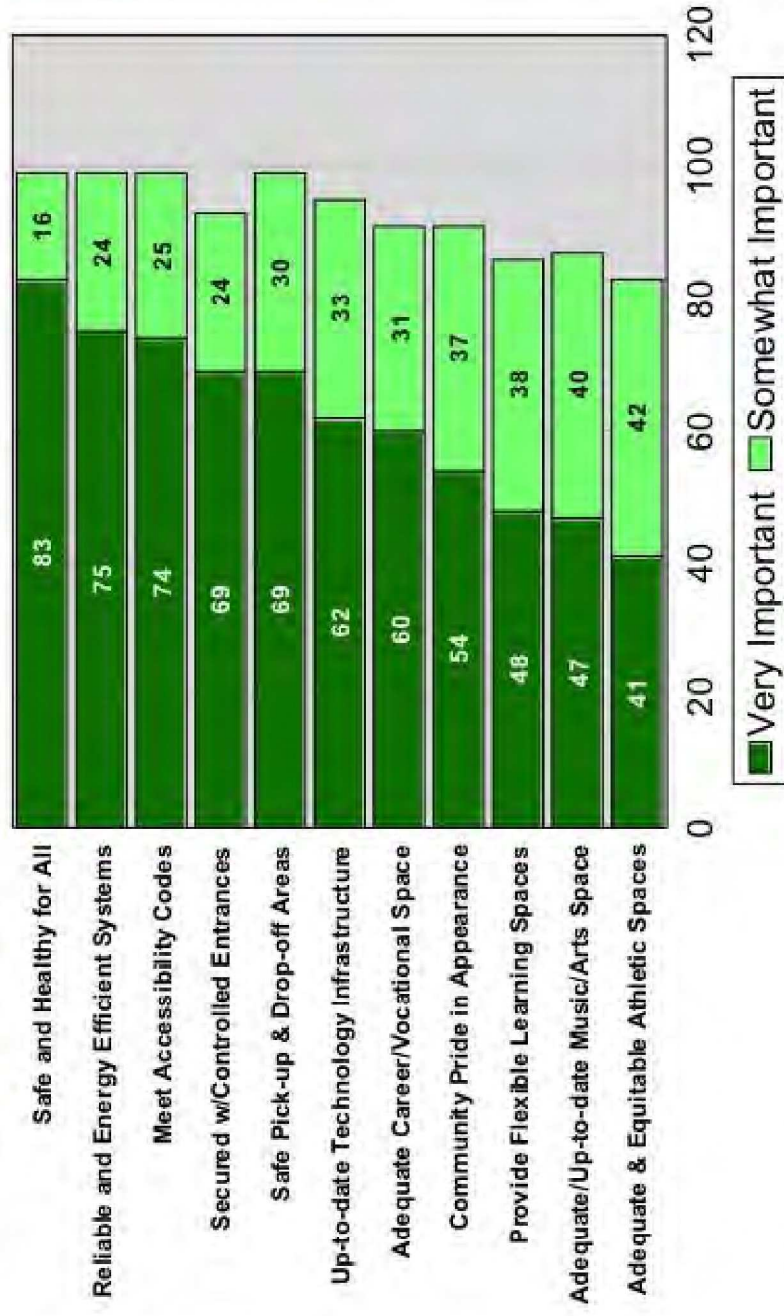
2018 White Bear Lake Area School District



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# Importance of School Characteristics

2018 White Bear Lake Area School District

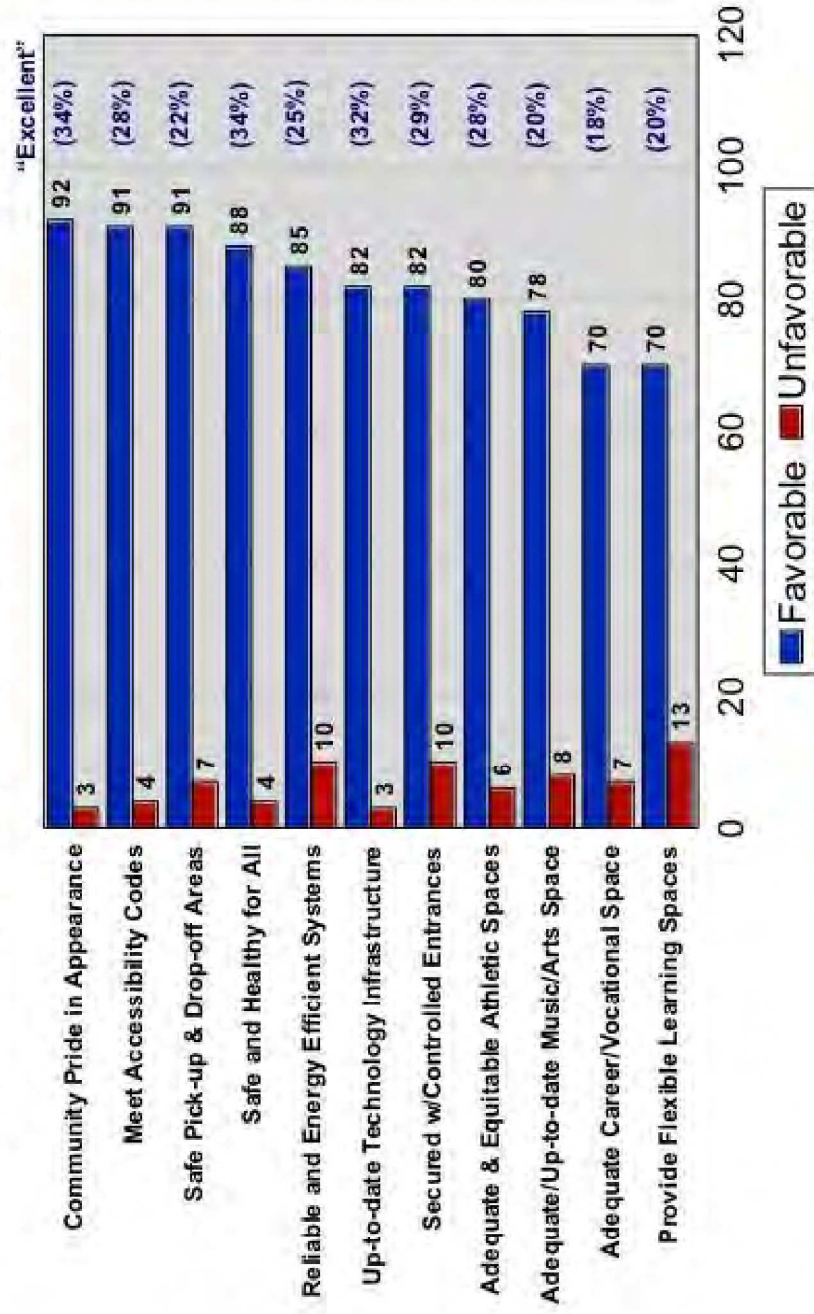


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# Rating of WBLSD Schools

## 2018 White Bear Lake Area School District

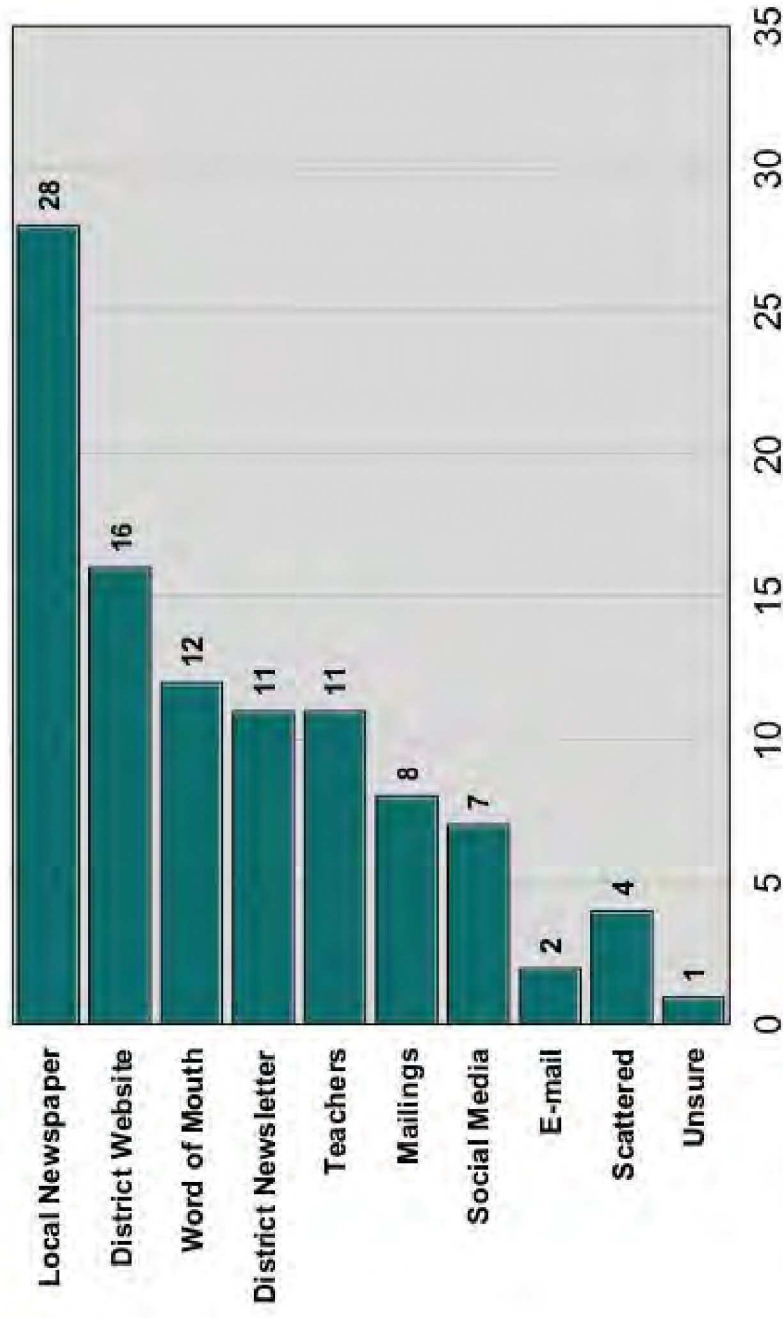


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# Credible Source of Information

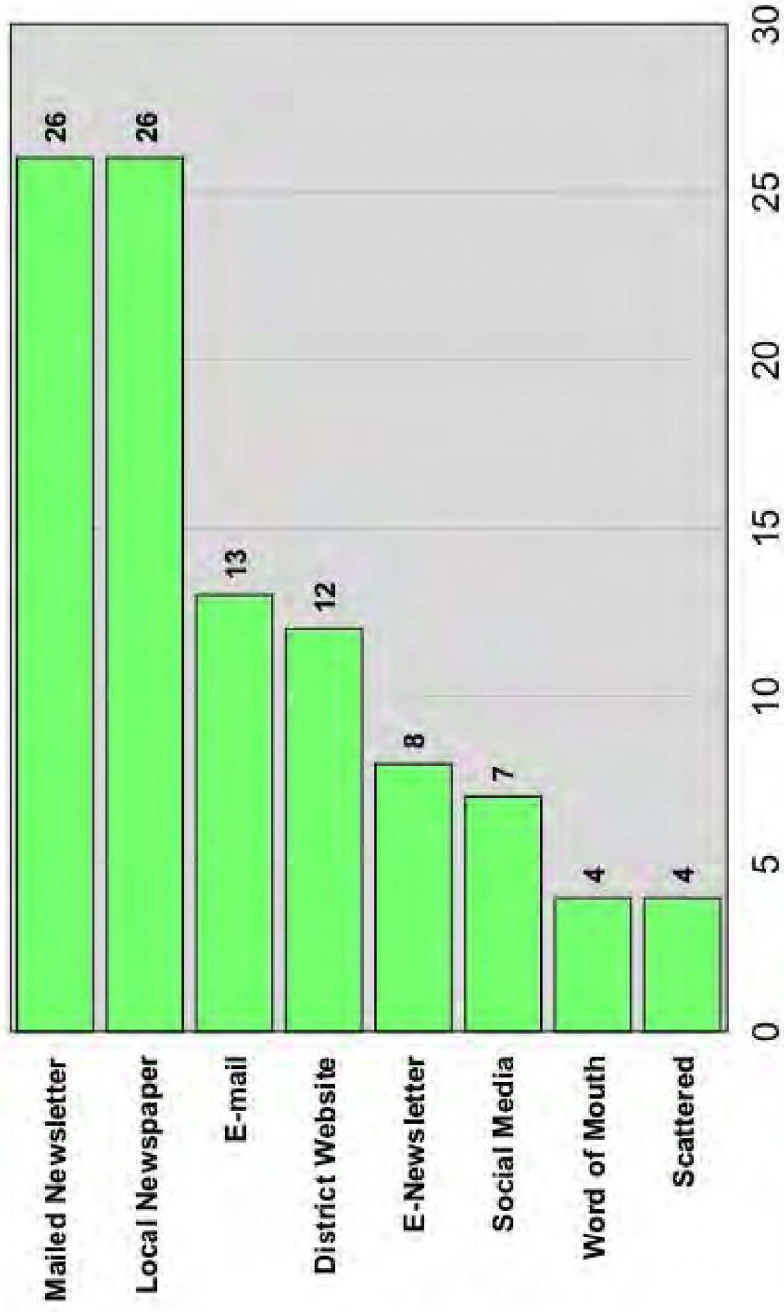
2018 White Bear Lake Area School District



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# Most Effective

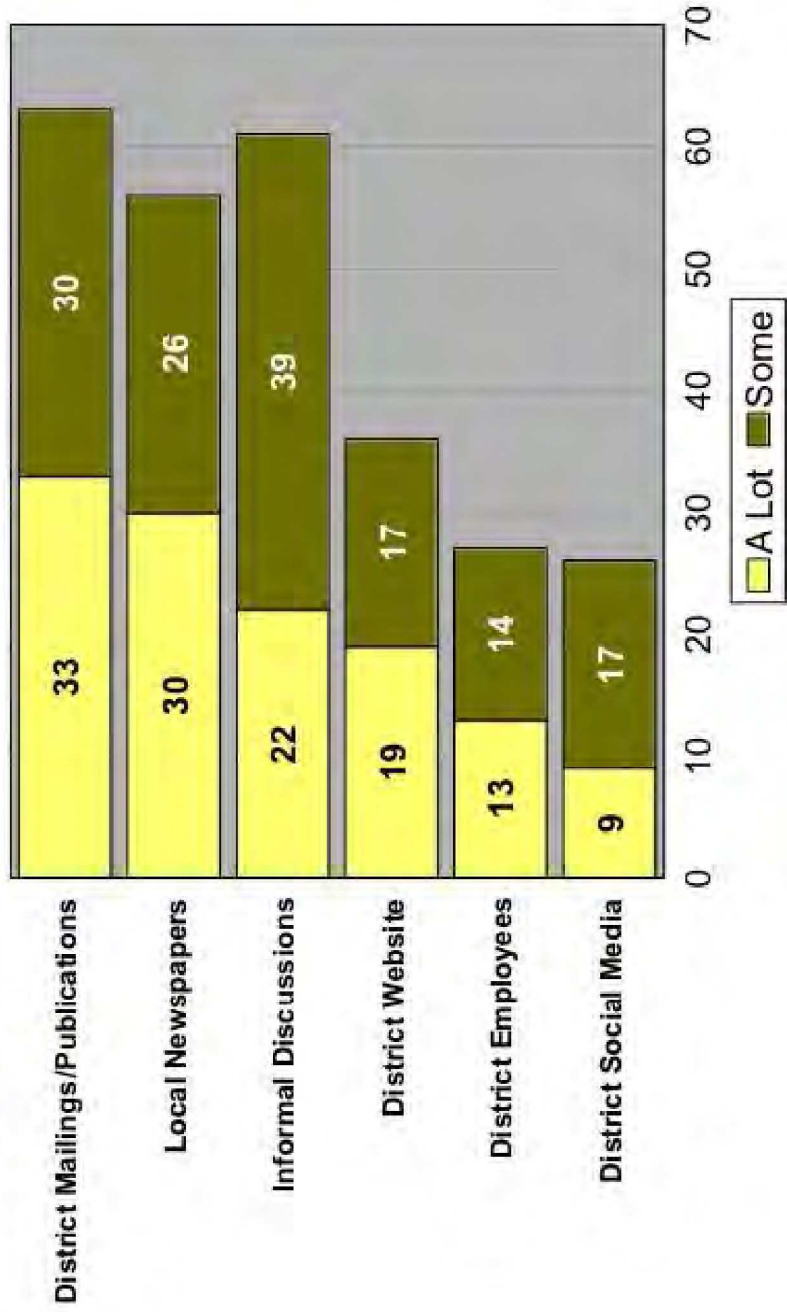
2018 White Bear Lake Area School District



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# Information Sources

## 2018 White Bear Lake Area School District



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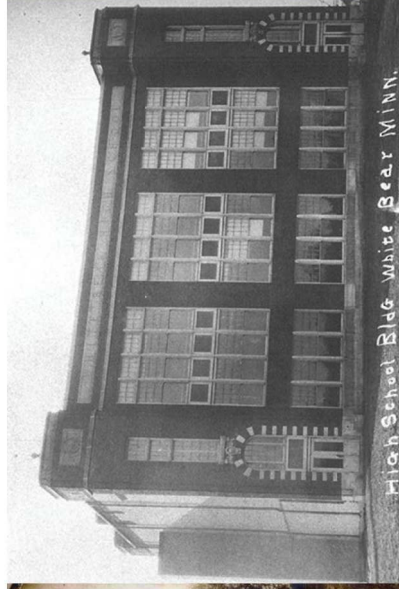
## **Appendix H:**

### High School Alignment in WBL

# High School Alignment in

# White Bear Lake

to 2018



# 1960's

## Elementary Schools built:

1950 - **Vadnais** (additions in 1955, 1979, 1987, 2012)  
1952 - **Lincoln** (additions in 1956, 1961, 1994)  
1956 - **Bellaire** (additions in 1957, 1970) - Now 916 Dist Office  
1960 - **Lakeaires** (additions in 1967, 1994, 2014)  
1961 - **Hugo** (additions in 1967, 1999, 1995, 2007)  
1962 - **Parkview/Matoska** (additions in 1969, 1994 2004, 2013)  
1964 - **Golfview** (Closed early 1980s) - opened ALC in 1992  
1965 - **Willow** (additions in 1994, 2014)  
1966 - **Birch Lake** (additions in 1970, 1994, 2000)  
1987 - **Otter Lake**  
2006 - **Oneka**

## Schools closed:

1960 - **Webster School (Built 1888)**  
1970's - **Gall School**  
1970's - **Beach School (built 1883,1923)**  
1970's - **Parkview** - reopened, now Matoska  
1978 - **Washington School**  
1979 - **Sunrise Park MS** - became Dist Center  
- reopened '93  
1990's - **Golfview** - approx 1983, reopened as ALC in '92  
2002 - **Bellaire Elementary** - currently leased to 916



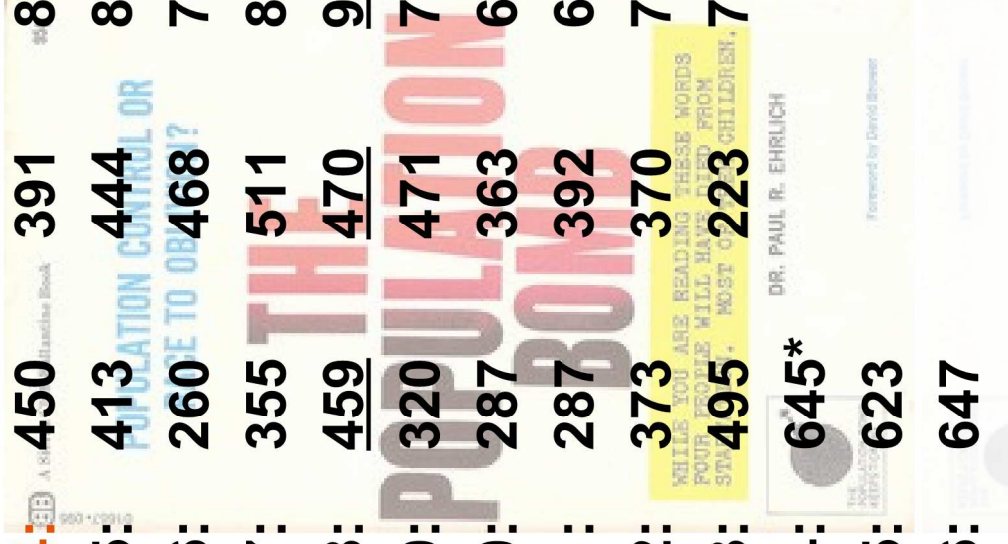
# Graduating Classes



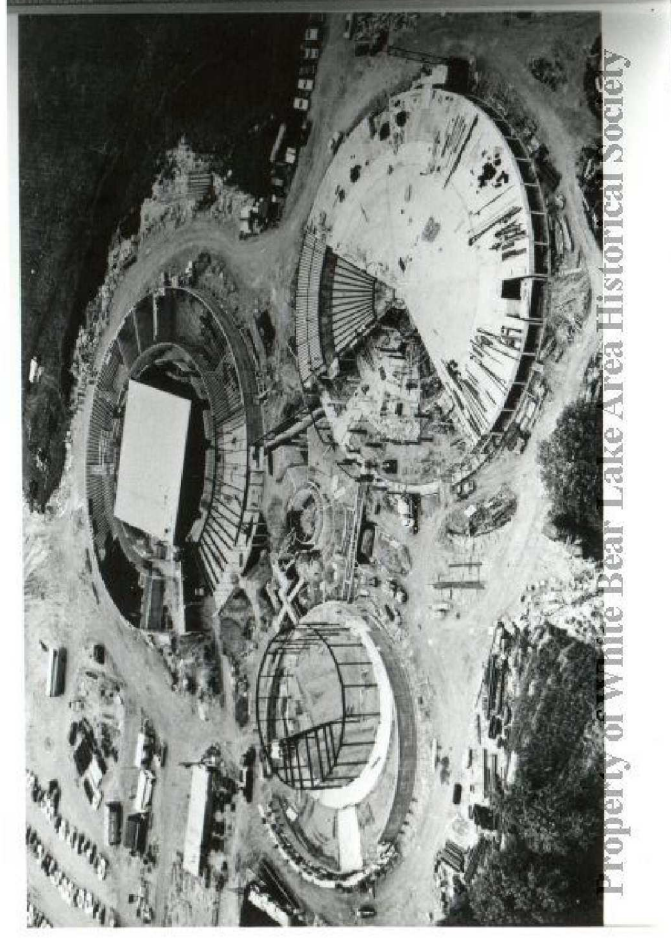
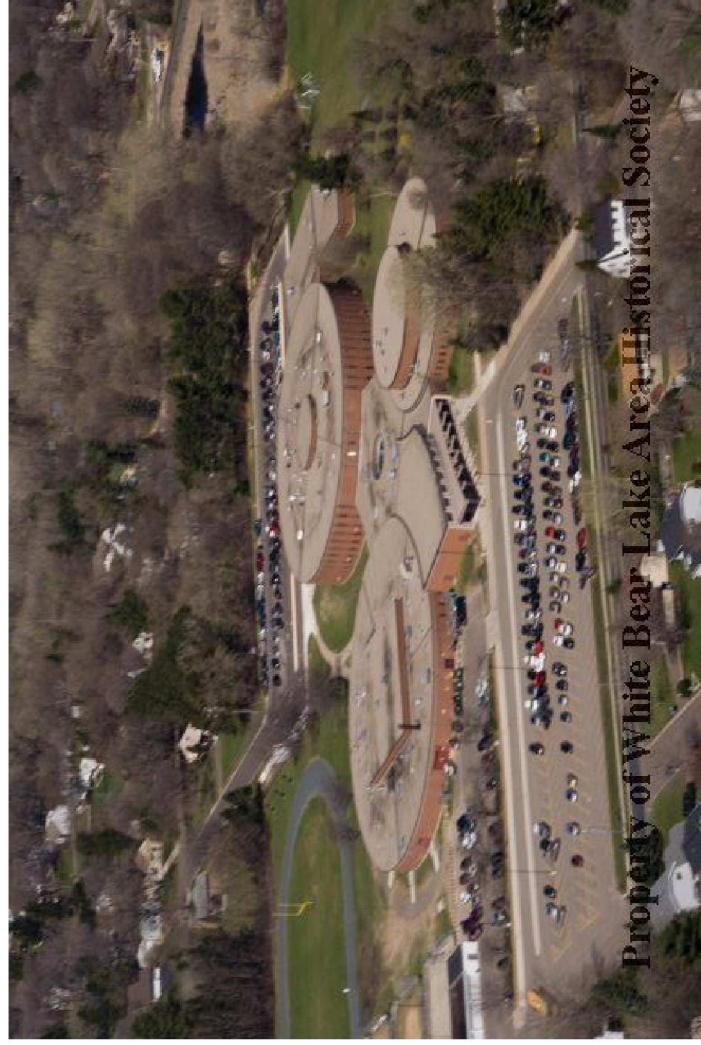
1960: 309  
 1961: 313  
 1962: 322  
 1963: 304  
 1964: 417  
 1965: 571  
 1966: 591  
 1967: 591  
 1968: 671  
 1969: 768\*  
 1970: 723  
 1971: 818  
 1972: 769  
 1973: 673

## WB Mariner Total

1974: 450 391 \*841 (+168)  
 1975: 413 444 857  
 1976: 260 468 728  
 1977: 355 511 866  
 1978: 459 470 929  
 1979: 320 471 791  
 1980: 287 363 650 (-141)  
 1981: 287 392 679  
 1982: 373 370 743  
 1983: 495 223 718  
 1984: 645\*  
 1985: 623  
 1986: 647



1964

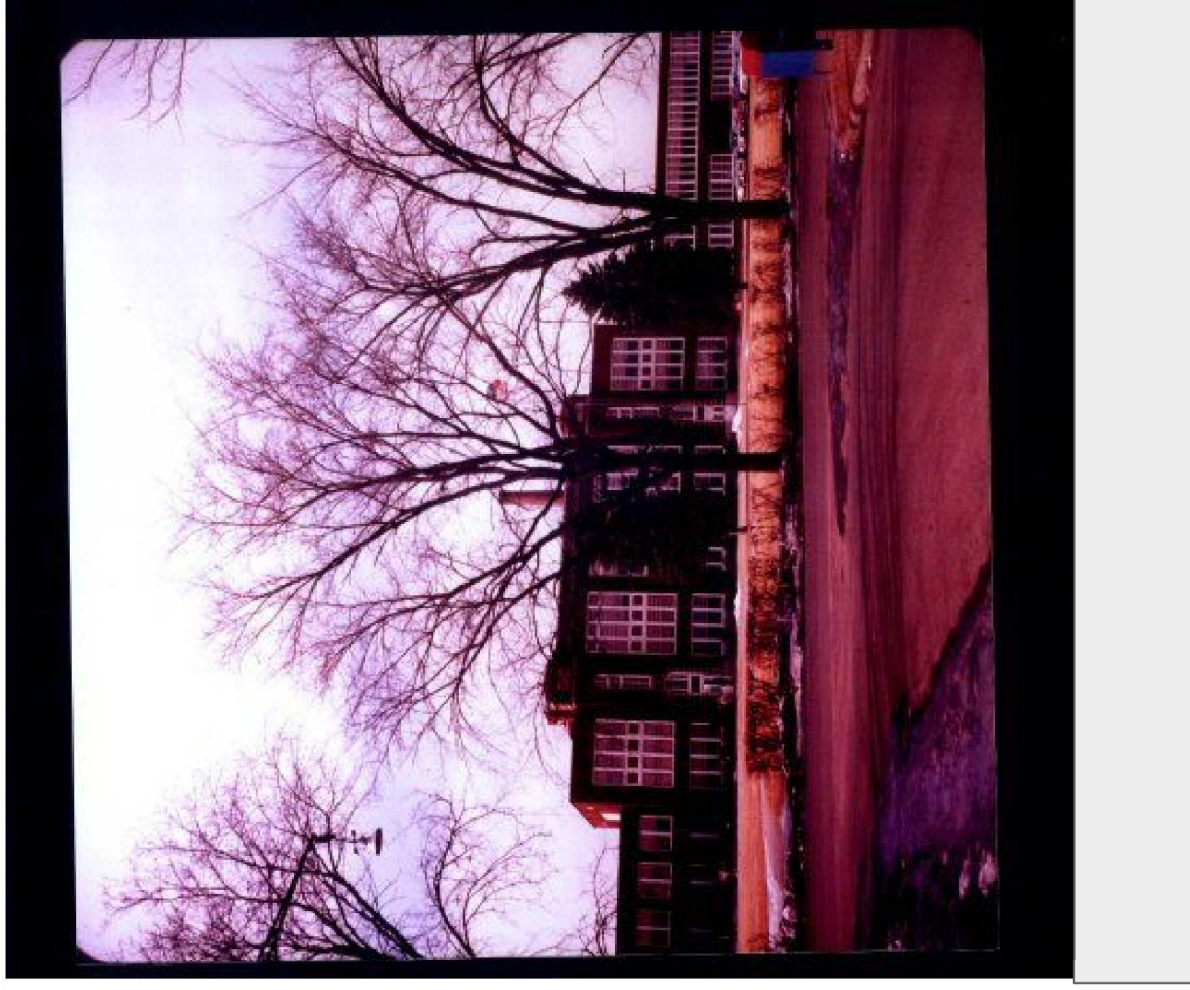


New high school built in 1964  
with an award winning design.



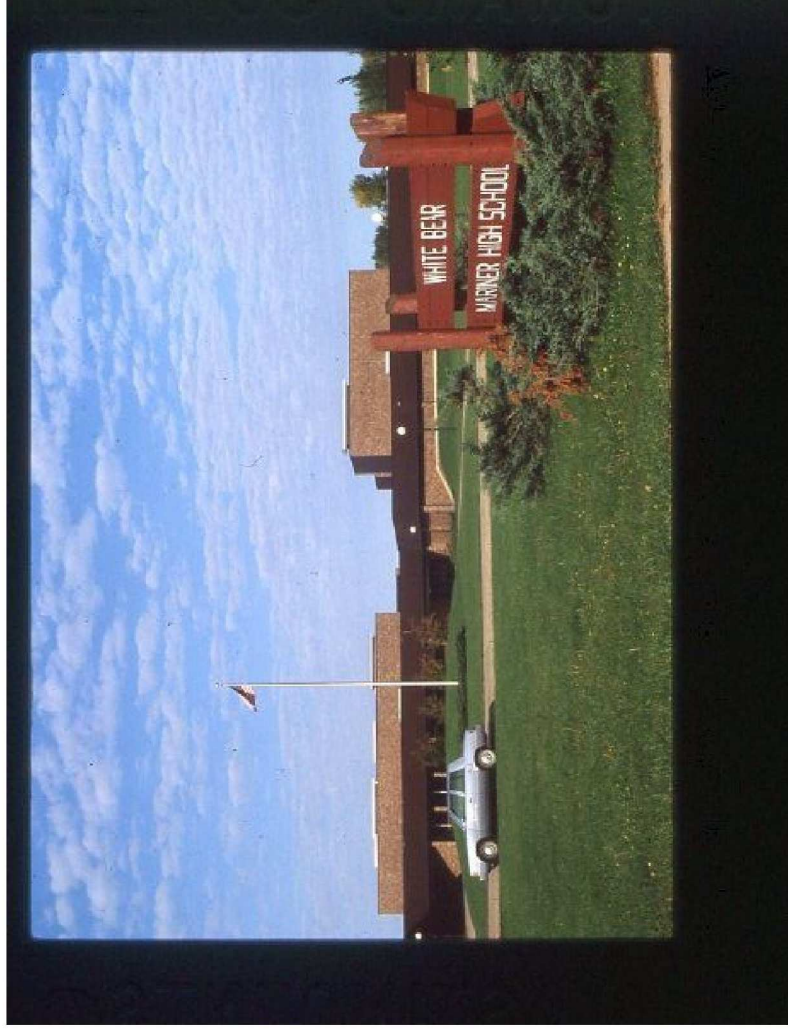
1964

Old high school  
becomes Central  
Middle School.



1974

White Bear Mariner High School  
(1974-1983)





## “A Healthy Rivalry” 1974-1983

White Bear  
Senior High  
School

White Bear  
Mariner High  
School



# Transition to Split Campus - Facts

**Secondary Organization Advisory Committee, Aug 23 - Nov 18, 1982**

- Recession and declining enrollment pinched school finances
- Secondary enrollment predicted to decline by 1,015 students in 5 yrs
  - High school enrollment dropped from 929 in 1978 to 718 in 1983
- Kgtn enrollment in 1982 was 520
- But even with declining enrollment, they needed all secondary sites
  - SPMS closed in 1979
- Concerns regarding ability continue to offer variety of courses in a declining enrollment and staffing environment



# Transition to Split Campus

**Secondary Organization Advisory Committee, Aug 23 - Nov 18 , 1982**

## **Arguments for Split Campus** (WB Press)

- Saving some electives that struggle with enrollment in smaller HS.
- Less course conflicts - due to larger grade level enrollment
- Generate community unity - end the rivalry
- All grade level students are together
- Counselors will serve the same grade level each year - specialized in grade appropriate services (e.g. college admissions)
- Will reduce or maintain class sizes - at least in near future

# Transition to Split Campus

## **Arguments against Split Campus (WB Press)**

- Will fragment sound high school environment students currently experience
- Decision is happening too fast, more study needed
- Creates void of upper class role models for 9-10 gr students
- Too many transitions - some grade levels were hit hard by this as schools were built
- Busing - long rides and extra cost
- Lack of school identity (will it feel like one high school?)
- Extra-curricular involvement - one high schools means less participation
- Size of graduating class will be too big
- Parking - lack thereof
- Back to the basics - modular scheduling hasn't served all of our students
- Access to all classes - students may have difficulty changing their 4 yr plan

# Transition to Split Campus

## School Board Decision was unanimous to move to split campus

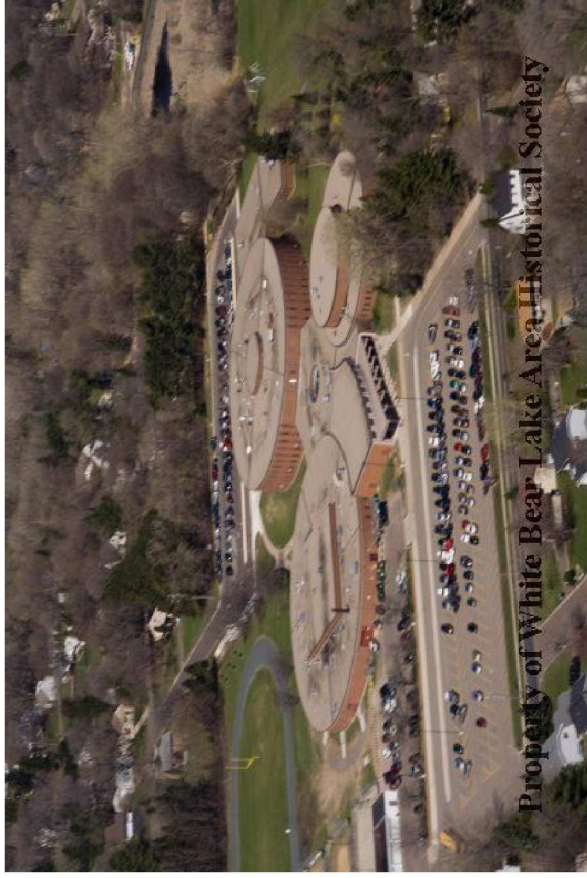
- **Joan Knutson:** “I want the best education for kids in the district.”
- **Kevin Edbeg:** academic (was his) number one priority and feels reorganization is the best strategy.
- **Dan Jones (student) :** “It doesn’t matter what the name (of the school) is, we’re going to be one town now.”
- **Dennis Hammil:** wanted a guarantee class sizes in the core would not increase.
- **Terry Rooney:** noted we have closed six schools while he was on the board.
- **Duane Dietz** commented on how emotional this discussion has been for the community
- **Dorothy Rippie:** commented she wishes they had more time
- **Russell Bjork:** said he was disappointed in people’s concerns for athletics, not academics

# The Transition - Preparing the Split Campus

- **Name:** White Bear Lake Area High School
  - **North Campus and South Campus**
  - **Theme:** *Legend of the Indian, the Bear, and the Lake*
  - **Mascot:** Bear
  - **Nickname:** the Bears
  - **Yearbook:** the Matoskan
  - **Newspaper:** Bear Tracks
- A gold star will be worn on all uniforms for three years to signify the joining of the schools.
- Theater at South Campus will be dedicated as the Mariner Theater
- A wall case should be built outside the theater to house the Mariner shield and memorabilia
- Music groups will incorporate identity to include Mariner themes (we still have the Mariners Choir at South Campus)

# Split Campus Stakeholder Impressions

## Students and Staff



# Advantages of current configuration

## Student Perspective:

- Sense of uniqueness
- Provides leadership opportunities for underclassmen
  - (-ie- student council, ambassadors)
- Minimized exposure to older grade level behaviors
- Over 3000 students in a single building would feel “too big” (smaller student population is a positive)
- Split campus provides the opportunity for classes to develop a sense of togetherness especially around similar aged students.
- Provides opportunity for teachers to “get to know” a certain age group well



# Advantages of current configuration

## Staff Perspective:

- Sense of community - one high school
- Provides opportunities of a large high school but with a small high school “feel”
- Provides a “fresh start” for students
- Opportunity for grade level specific conversations
- Allows for flexibility of programming around grade levels
- Provides an environment of maturity at the South Campus - transition to independence
- Smaller class size for certain specialized classes
- Additional leadership opportunities for students
- Opportunity for staff to specialize

# Disadvantages of current configuration

## Student Perspective:

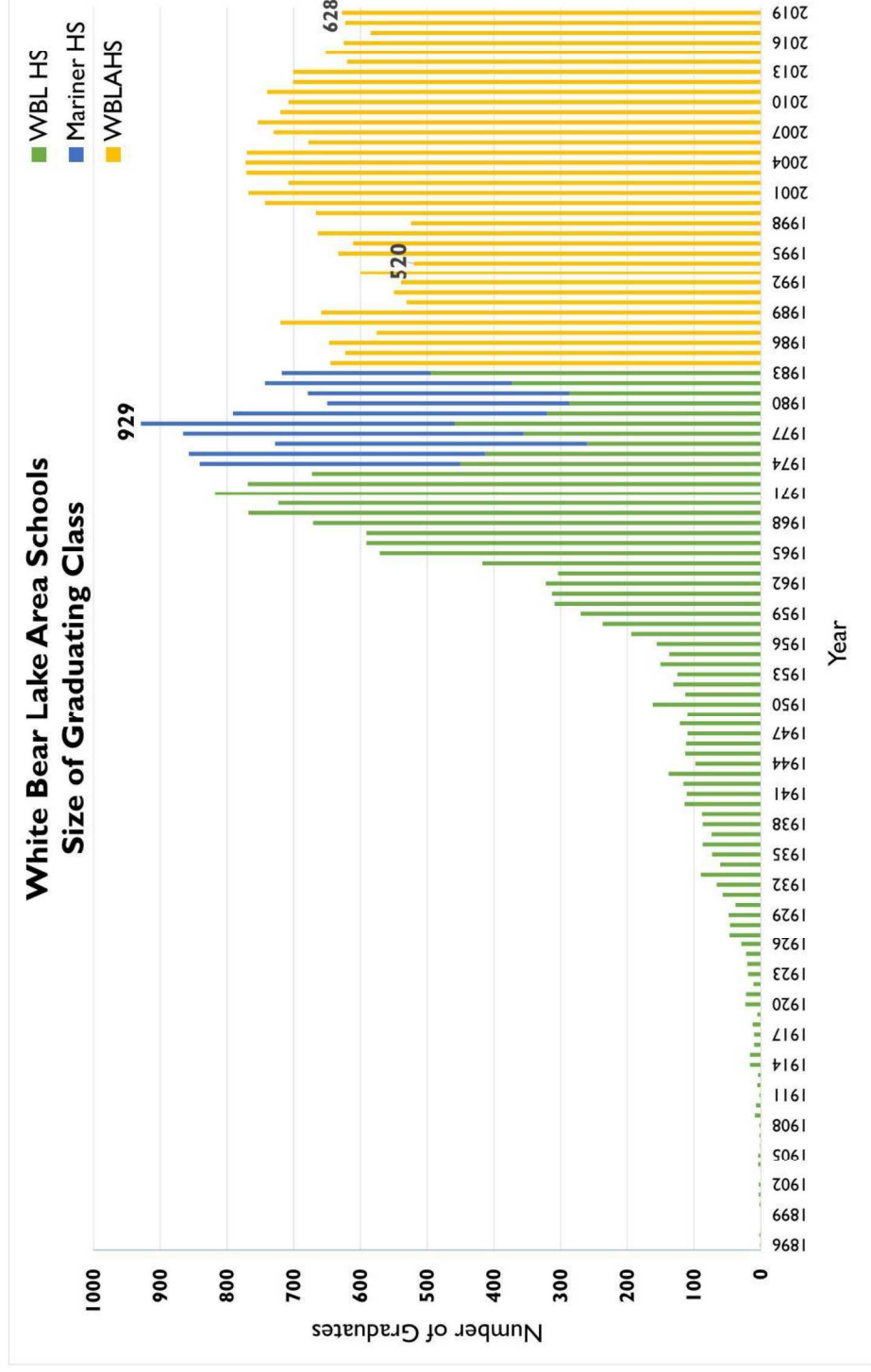
- Additional transition
- 9/10 grades are less mature developmentally, which is magnified with current configuration
- 9/10 campus has a “middle school” feel
- Impact on siblings, less likely to be in the same building
- Friendships can be difficult to maintain with grades above and below
- Mentoring of underclassmen is a challenge (-ie- LINK Program)
- Different start times impact families of siblings at both campuses (-ie- transportation)
- Distance between campuses poses challenges (-ie- financial, inconvenience)
- Student leadership/mentoring of underclassmen within school and co-curriculars
- Duplication of services which leads to increased costs
- Student course scheduling (-ie- access to all courses)
- Bussing at SC is not easily accessible (-ie- multiple transfers/stops to get home). Split campus pushes upperclassmen to drive

# Disadvantages of current configuration

## Staff Perspective:

- North Campus staff misses out on students final years of high school
- Relationships and mentoring of students is lost after two years
- Poses challenges for curriculum alignment (-ie- course redundancy)
- Lack of consistency/cohesiveness
- Limits opportunity to teach multiple grade levels
- Limits opportunity for exposure to certain courses/departments
- Exposure to a true 9-12 experience (North Campus seen as more challenging)
- ‘Student observation’ learning
- Grades 9 & 10 bring an “energy” that is lacking at times at South Campus
- Co-curriculars can feel fragmented
- Transfer students have course limitations
- Negatively impacts ranking of North Campus on 9-12 ranking systems (Great Schools, Minnesota Multiple Rating (MMR) etc.)

# Graduating Class Size History



## **Appendix I:**

### **Early Childhood Presentation**



---

# Early Childhood Programs

*“We believe in the critical importance of early learning opportunities and intervention for the optimal development of the whole child. Our inclusive early childhood program options honor the unique gifts of every child in the White Bear Lake school community.”*

Serving Families & Children in White Bear Lake Area Schools  
Ages Birth-Five Years Old

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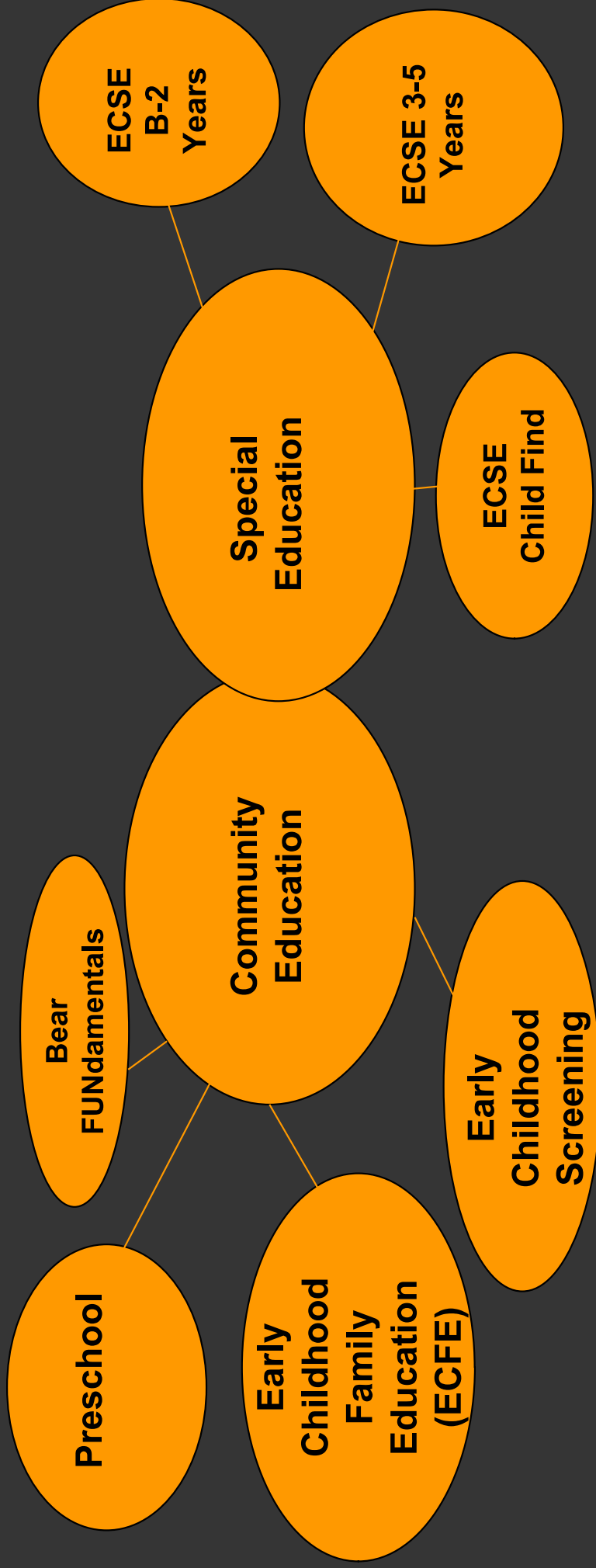




# The Impact of Early Childhood Education

- 90% of brain development occurs before the age of 5.
- Early education has positive impacts on *cognitive skills, behavior, and health*.
- Extensive analysis by economists has shown that education and development investments (\$4-9 per dollar invested) in the earliest years of life produce the greatest returns, such as reduced crime, welfare, and educational remediation.
- “World’s Best Workforce”: Under MN Statute section 120B.11, School Boards are to adopt a long-term, comprehensive strategic plan to support and improve teaching and learning. This plan addresses the following five goals:
  1. *All Children are ready for school.*
  2. *All third-graders can read at grade level.*
  3. *All racial and economic achievement gaps between students are closed.*
  4. *All students are ready for career and college.*
  5. *All students graduate from high school.*

# What does Early Childhood look like in White Bear Lake Area Schools?



# 2017-2018: At a Glance

Children Served in B-5 Programming in White Bear Lake Area Schools

*Approx. 800 total students*

**Preschool:**

**325**

**Children**

\*Includes approx.  
100 Bear Fun.

**ECFE:**

**168**

**Children**

**ECSE B-2:**

**121**

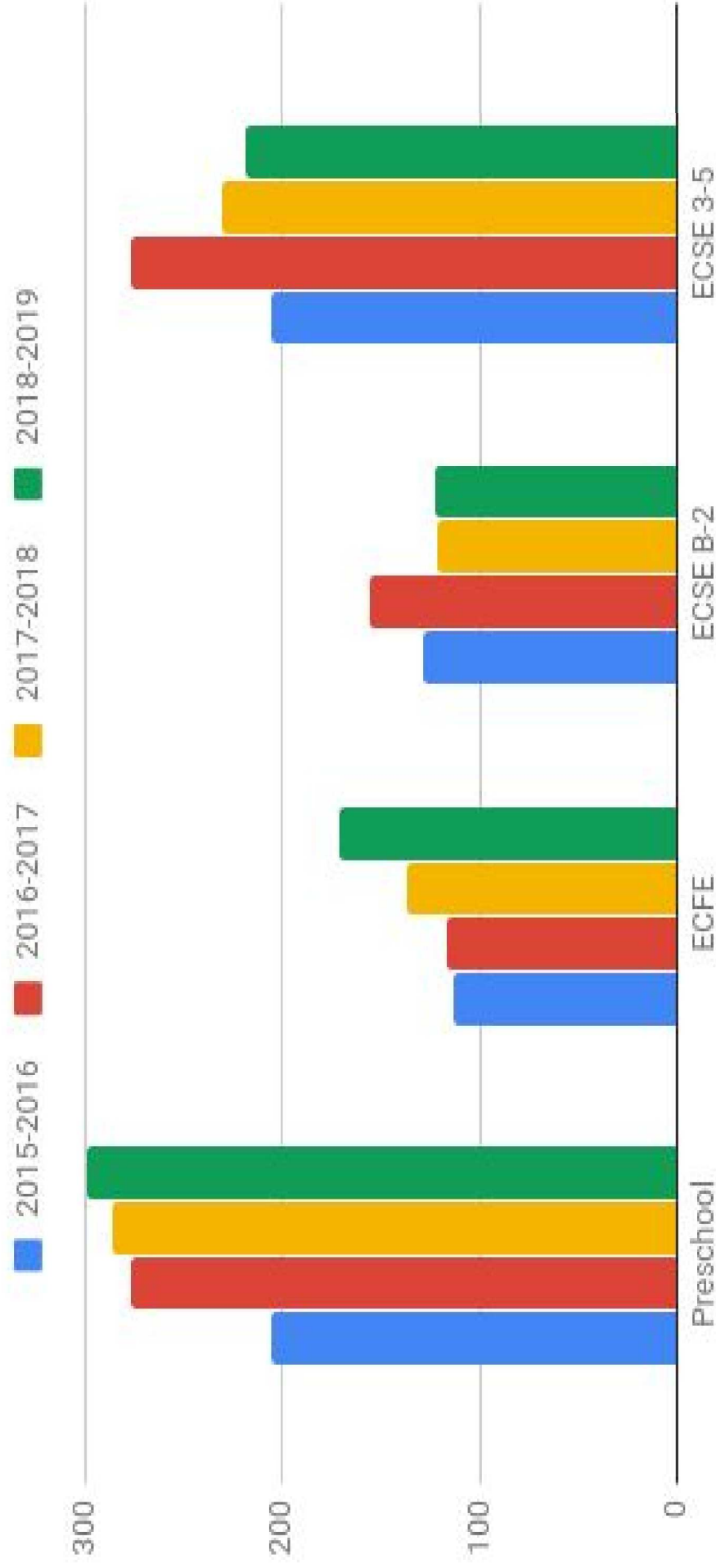
**Children**

**ECSE 3-5:**

**139**

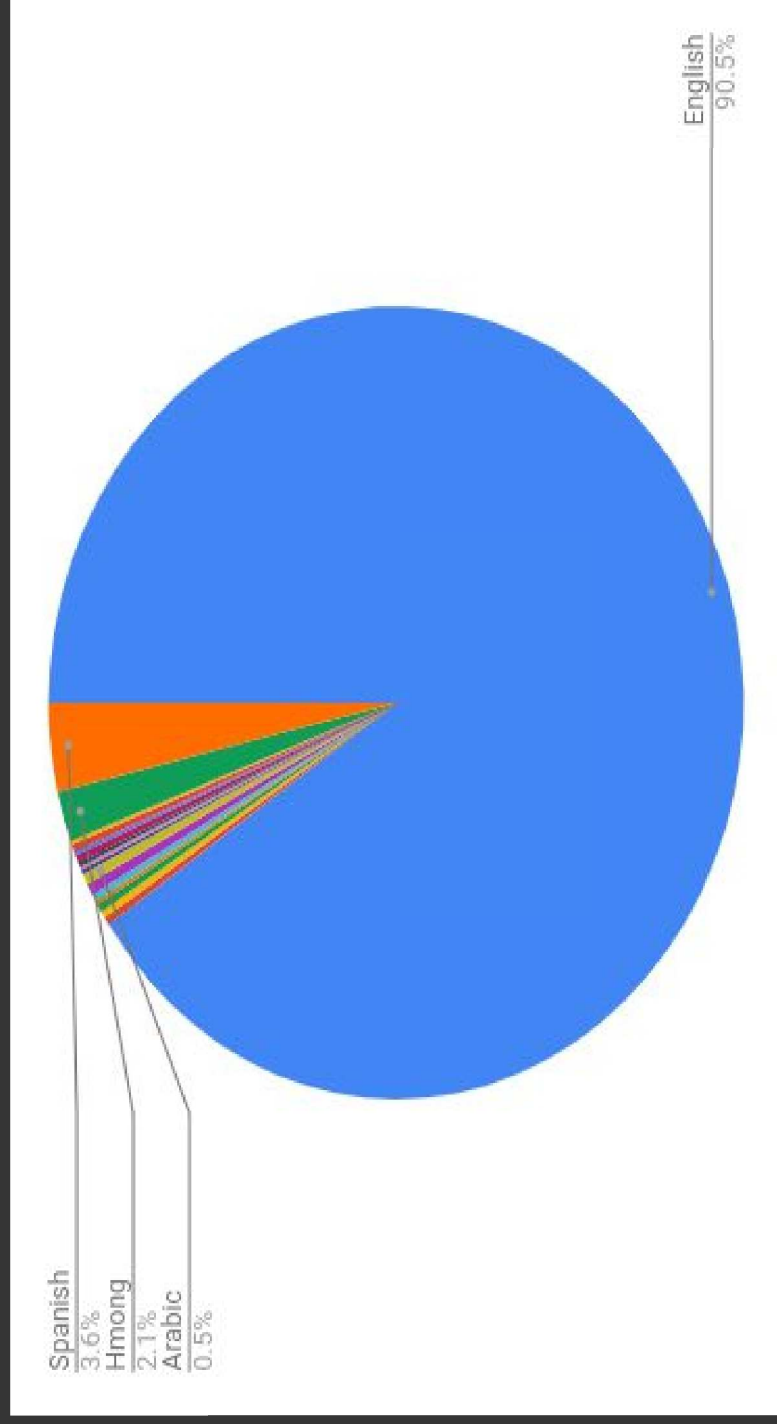
**Children**

## Three Year Growth Trend in Early Learning Programs



# Who are our Programs Serving?

- 16 different home languages represented



## **PRESCHOOL in White Bear Lake Area Schools is:**

- Programming for 3 and 4 year olds.
- Multiple Options - 2, 3, & 4 day options.
- 30 different sections of preschool currently offered.
- 6 locations - Normandy Park Early Childhood Center, Tamarack Nature Center, 4 Elementaries (Hugo, Birch, Vadnais, Lakearies)
- Classes offered - Daytime, Evenings, Saturdays
- Most classrooms have 6-8 designated Inclusion slots for ECSE placement.
- 83% of preschool enrollment is resident students.
- 26% of current Kindergarteners in White Bear lake Area Schools attended a District Early Childhood program.



# Parent *Aware* Rated Program



*Highest Possible Rating*

Our Preschool  
Programs are  
Parent Aware  
rated. This means  
that White Bear  
Lake Area  
Schools is  
committed to  
providing a high  
quality early  
childhood  
education  
experience.

## — What is Early Childhood Family Education (ECFE)?

**ECFE:** It is a public school program that has been in existence for 44 years or all Minnesota families with children between the ages of birth and kindergarten. Established in Minnesota in 1974, ECFE is the largest and oldest program of it's kind in the country.

**ECFE Program Philosophy:** The program recognizes parents as a child's first and most significant teachers.

**The ECFE Mission:** To strengthen families through the education and support of all parents to provide the best possible environment for the healthy growth and development of their children.

**Universal Access:** ECFE is required to provide a universal fee scale so that all families can access the support and information that ECFE provides.



# ECFE Programming in White Bear Lake Area Schools

## Traditional classes with 3 Components:

- 1) Parent Discussion/Education
  - 2) Early Childhood Education
  - 3) Parent/Child Interaction Time
- 25 different sections of ECFE currently offered
  - We also offer: Special Topic Classes, Age Specific Classes, Family Literacy, and Drop-In & Play Classes
  - Outreach
  - Family Events
  - 87% of ECFE enrollment is resident students.

—

# Early Childhood Collaborations & Outreach Programs in White Bear Lake Area Schools

- Solid Ground
- Tamarack Nature Center
- Food Shelf
- Childcare Providers
- Public Library
- WIC/Public Health
- Baby Showers

## Early Childhood Screening in White Bear Lake Area Schools is:

- A quick snapshot of child's development.
- Early is best! Screening by 3 is recommended.
- Mandated prior to Kindergarten in public schools.
- ECS is scheduled most Fridays at Normandy Park Early Childhood Center.
- Currently **88% of the 689 Kindergarteners** have been screened.

---

## **Early Childhood Child Find Activities in White Bear Lake Area Schools**

Children are identified as needing an evaluation or ECSE services in the following ways:

- District Early Childhood Screening
  - Family makes referral and seeks out services
  - Physicians
  - Child Care Providers
  - Help Me Grow- MDE website
  - Early Childhood Special Education (ECSE) Services are provided by the ECSE team and are aligned as much as possible with Preschool programming to promote maximum Inclusion with peers.
-



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## **Early Childhood Special Education (ECSE)**

### **Early Intervention (B-2)**

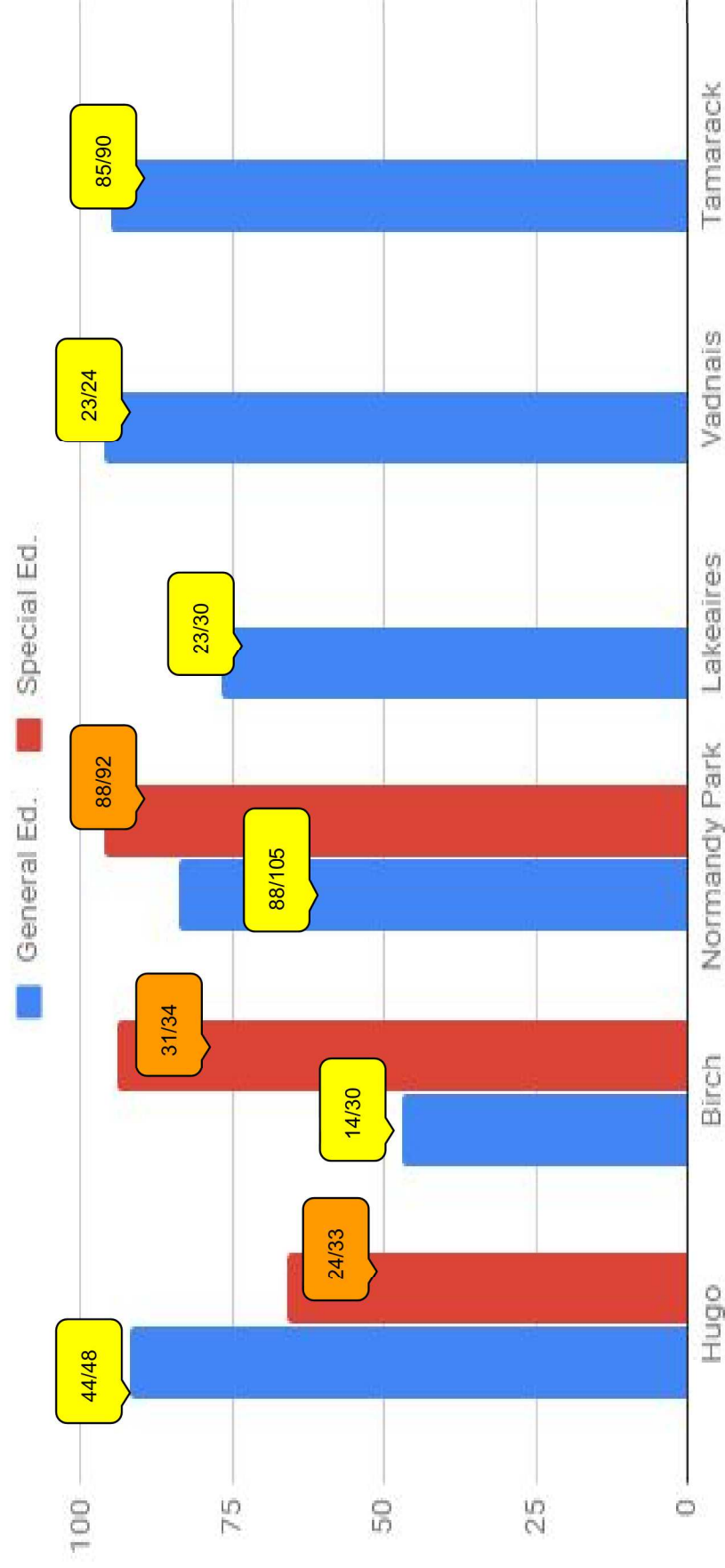
- District services for children birth through 2 yrs 11 months offered to families who have children assessed with significant delays or with medically diagnosed conditions associated with a high probability of developmental delay.
- Presently serving over 100 children and their families.

### **ECSE 3-5**

- Preschool experiences for students age 3-5 who meet state criteria for a developmental delay or categorical disability ( ex. Autism Spectrum Disorder, Speech Language Impairment)
  - Presently serving over 200 children.
-

# Current Reality: % of Total Capacity by Location (12/1/18)

\*\*\*The Birch location received funding the first week of school and was able to fill 14/30 of the slots by November 2018



# Planning for the Future of Early Childhood in White Bear Lake Area Schools

- Early Childhood lays the foundation for all that is to come!
- Early Childhood in White Bear Lake Schools is made up of five program areas housed under Community Education and Early Childhood Special Education.
- Our programs are focused on aligning best practices for young children's personalized optimal growth and development.
- White Bear Lake Schools Early Childhood programs are growing to meet the needs of the community.
- As of December 2018, 86% of the total 3-5 years old preschool slots are full among the six District Preschool Locations. This does not include ECFE or center-based ECSE Preschool & Language Classes.
- 84% of the center-based ECSE slots for children 3-5 years old are full (12/01/18).

**Appendix J:**  
Facility Planning Committee  
Findings and Needs Statements



## **Facility Planning Committee Findings and Needs Statements**

### **Learning Spaces**

#### **TOPIC: The Future of Learning**

##### **Findings:**

- Personalized learning and student agency are a part of the District's Strategic Plan.
- Choice in learning environment is an important aspect of modern learning environments. A multitude of space solutions, including flexible learning environments and conventional spaces, are required to meet the needs of all learners.
- Education is changing to incorporate more experiential and project-based learning to prepare students for their future, including critical thinking and problem-solving skills. Facilities will require changes as a result.
- Our schools are a focal point of the community, and our learners are diverse – students, families, and community members.
- The District has valuable partnerships with local businesses to facilitate life-long learning and industry skills development.
- Technology infrastructure, including connectivity and cabling, are increasingly important as devices are utilized at all levels.
- Flexible space supports a variety of activities for building agility and longevity.
- Current building spaces place restrictions on teaching and learning methods.

##### **Needs Statements:**

- We need to have facilities that support students being the primary agent of their learning.
  - Facilities need to be designed to serve the academic, physical, social, and emotional needs of each child.
- How classrooms and other learning spaces are designed should complement the strategic plan.
- Our schools need a variety of options for learning spaces to support student choice, including individual, small, and large group learning. These spaces need to be flexible and adaptable to handle changes in the future.
- It is important for our students to be future-ready, including spaces that are aligned with industry practices.
- The facilities need to support equitable access to technology and associated infrastructure.
- The District needs to partner with local businesses for lifelong and adult learning.
- The District's buildings need to be climate-controlled to allow for year round programming.
- Flexible and future-ready spaces need to be a part of core design and planning.
- The facilities need to provide equitable technology infrastructure.
- The facilities need to support consistency in delivery for food services.



## **Facility Planning Committee Findings and Needs Statements**

### **Learning Spaces TOPIC: Early Learning**

#### **Findings:**

- Early Childhood programming has constraints based on the space currently available. All programs have grown and there are waiting lists for several programs. This will increase with the projected enrollment of the District.
- When preschool occurs in Elementary environments, it can help students transition and become familiar with the building and procedures. Some early childhood programming benefits from being centralized to support collaboration, operations, and service delivery. Birth to five years old is a critical time of development for children, and early learning programming has improved outcomes for many students.
- Facilities to support early intervention for students with special needs through ECSE (early childhood special education) programming are essential.
- As demand and funding for early childhood education increases, more building capacity will be needed.
- Some families face challenges accessing early childhood programming, including language, transportation, socio-economic, etc.
- The District provides a variety of program offerings to support parent and family choice.
- Our schools are a focal point of the community, and our learners are diverse – students, families, and community members. This also applies to those who access early childhood programming.

#### **Needs Statements:**

- Future District plans need to include early learning considerations in all planning.
- The facilities need to provide adequate space for both current and anticipated future space needs due to growth and learning needs of all students
- The facilities need to support ECFE (early childhood family education) programming for families.
- Our facilities need to be responsive to developmental needs of all learners.
- Facilities and staffing for early childhood education need to reflect the diversity of our community.
- Need to provide resources and programming at appropriate locations for families who cannot access preschool due to scheduling or location limitations.





## Facility Planning Committee Findings and Needs Statements

### Learning Spaces

#### TOPIC: Building Configuration

##### Findings:

- There are strengths and weaknesses associated with grade configuration choice at each level, including at the High School.
  - Efficiency – services and space use
  - Leadership opportunities for students
  - Collaboration opportunities for staff and students
- Continuity in student experience is essential to child development, including social, emotional and academic growth.
  - It is challenging to support student choice and agency across grade levels and disciplines in the current High School grade configuration.
- While we consider ourselves to be one High School, most of the benefits associated with a single High School are lost with the current facilities configuration.
- Student agency is an important aspect of the District's strategic plan. Student agency is defined as a student taking ownership in their own learning.
- Many committee members value unifying the high school campuses, and building unity across the District. The District should seek to verify this statement through broader community input.
- 6<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup> grade are transition years for students. Transitions can negatively impact students by requiring them to build new relationships and learn a new environment.

##### Needs Statements:

- The facilities need to support equitable opportunities for all students.
- The facilities plan will eliminate barriers toward achieving student agency. A student's age should not determine their access to programs and opportunities they need.
- The impact of transitions on students' needs to be considered and minimized when possible.
- It is critical to create a community of learners facilitated by professionals who know them well.
- Spaces need to be able to be reconfigured to allow for flexibility and adaptation as needed.



## **Facility Planning Committee Findings and Needs Statements**

### **Community Spaces TOPIC: Indoor Facilities**

#### **Findings:**

- There is an inadequate amount of indoor practice space to support all users, including daytime PE, District activities/athletics, extended day programming, and community users. This has led to practice times late into the evening or users not having access to space and forgoing practice.
- Several teams have to utilize a variety of spaces to support all levels, including being divided between multiple buildings. This creates supervision challenges and difficulty in creating unity among teams.
- The High School (between North and South campus) has two competition gymnasiums. Due to demand, several teams utilize other facilities throughout the District and community. There is time lost as a result of this travel.
- The current available indoor spaces are particularly challenging if there is inclement weather, when outdoor spaces may not be accessible. This is a recurring issue in the spring.
- The District has many more activities that need to access locker rooms, weight rooms, storage space, and practice space than when the buildings were built, especially at the secondary level.
- The District has fewer competition game and practice gyms at the High School level than many peer Districts of similar enrollment and in their athletic conference.
- Participation: 1,545 students participate in MSHSL activities; 715 students participate in middle school athletics; 4,000+ participate in youth recreation sports; and 1,002 number of students participate in extended day programming.
- Strong programs and quality facilities are an important consideration when families are making choices. Of our peer districts (Mounds View, Roseville, Stillwater, Forest Lake, North St. Paul, Woodbury and Centennial), WBLAS has less gyms per student and less auditorium seats per student. Scheduling demands on available space limits opportunities for students and the community.

#### **Needs Statements:**

- We need to provide an adequate quantity of spaces and locations for all users to support equitable access. This would benefit daytime physical education programming and allow for practices to be held at recommended times, teams to be together, and better access for the community.
- Facilities need to be planned to include the projected growth.
- Appropriate storage space for equipment should be provided to protect these investments.



## **Facility Planning Committee Findings and Needs Statements**

### **Community Spaces TOPIC: Indoor Facilities Needs Statements Continued:**

- We need a variety of multipurpose spaces to address the needs of all users of our indoor community spaces.
  - The District needs to provide indoor activities space to support student opportunity and experience
    - Spaces in order for student athletes to continue to compete and grow.
    - Strategic Plan: “Provide expanding access to a broad range of opportunities for all students”
    - Meeting space for clubs, community groups (nonsports activities)
- 

### **Community Spaces TOPIC: Adaptive / Diversity Findings:**

- Many buildings in the District do not have appropriate space for DAPE or adapted sports.
- The space needs for special services have grown, especially since many of the buildings were built. Many of the buildings were designed before special services were a part of the public school system.
- Accessing the buildings, including parking and pick-up and drop-off, can be a challenge at several sites for those with mobility challenges.
- The District leases part of Otter Lake Elementary from Intermediate School District 916, and some White Bear Lake Area Schools students are served in offsite ISD 916 facilities.

### **Needs Statements:**

- Equitable access to indoor and outdoor facilities for all learners is important. These facilities need to be universally accessible.
- The District needs to provide accessible parking and reasonable distances to the main door at all of their buildings.
- Appropriate space, including storage, is needed to support programs, including adaptive physical education, clubs, enrichment activities, and adapted sports.
- All buildings need to meet relevant accessibility codes to support all those who use the buildings, including students, staff, and the community.



## **Facility Planning Committee Findings and Needs Statements**

### **Community Spaces**

#### **TOPIC: Community**

##### **Findings:**

- The School District provides recreation activities and opportunities for the community.
- The District's buildings are utilized by a wide variety of users of all ages.
- There is not adequate room for youth programming, including academic enrichment, athletic and fine arts experiences. This creates challenges for programs to grow or expand and limits opportunities for all.
- The District's athletic facilities have very little availability to the broader community due to the current scheduling demands. The communities of White Bear Lake Area Schools are projected to continue to grow.
- Due to space challenges, access to certain spaces by community groups or for events within the District can be limited. This can lead to divisiveness and conflict between those trying to access these spaces.
- The District has a unique role in providing community access to sports and activities facilities. The District operates recreational programming for the communities of White Bear Lake Area Schools.

##### **Needs Statements:**

- The District should continue to collaborate with community partners to provide the opportunities and experiences valued by all. These spaces should be multi-purpose to maximize utilization.
- The District should foster relationships with new potential community partners; per the Strategic Plan, "We will foster community engagement and partnerships."
- A variety of opportunities at our facilities for all age levels are important, including access to activity and fitness space.
- Community amenities, such as access to social services, food shelf pantries, social services, etc. are essential and need appropriate space within the District.
- It is important to our community to keep seniors active and engaged.



## **Facility Planning Committee Findings and Needs Statements**

### **Community Spaces TOPIC: Outdoor Facilities**

#### **Findings:**

- The available outdoor facilities in the District are not appropriately distributed by location; this requires increased travel by users and teams are not always able to practice together.
- There is only one track in the District that can host a meet, and the Middle Schools do not have a surfaced track.
- Inclement weather causes many of the District's available outdoor fields to be unusable for daytime PE and activities; these fields require additional resting time after rain to avoid further deterioration, which causes scheduling issues.
- There is only one field in the District with an artificial turf surface; there are extensive demands on this field.
- There is not adequate access to restroom or concessions facilities within the District for outdoor events.
- Due to lack of available space, there are staggered or varying practice times for many student athletes.

#### **Needs Statements:**

- We need to provide adequate and appropriate outdoor spaces for all users to support access and equity, including holding practices at recommended times and teams to be together. This would benefit daytime physical education programming as well as those who use these spaces outside the school day. Outdoor facilities need to be appropriately distributed by sport, age, and location.
- The District needs to provide additional surfaced track space to support Middle School and High School use.
- The District needs outdoor field space that is less limited by weather to meet the needs of students' capacity and schedule.
- The District needs to provide appropriate restroom and concessions facilities at practice and competition venues.



## **Facility Planning Committee Findings and Needs Statements**

### **Community Spaces**

#### **TOPIC: Fine Arts**

##### **Findings:**

- Sunrise Middle School does not have an auditorium; they are required to utilize another building's space for events and performances.
- The auditoriums at North and South Campus do not currently have adequate seating for a class of students to meet together or to allow for parents to attend their student's concerts and other events. Parking is also an issue for many of these events.
- The District has added orchestra programming, which will continue to expand to all buildings. The buildings do not all have equitable space to support this program due to the continued growth.
- The performance spaces in the District lack adequate support spaces, including storage, scene/set shops, etc. Hallway space is currently used when possible as support space. This lack of support space creates limitations for performances.

##### **Needs Statements:**

- The Elementary Schools need to have equitable space to support performances and events.
- Middle School students need equitable access to spaces that support the fine arts, including performance spaces.
- Performance spaces need to provide adequate seating capacity to support the variety of events they are used for, including a grade level assembly.
- The performing arts venues in the District need to have adequate support spaces, including storage, green room, scene shop, etc.
- All buildings in the District need to provide equitable space for music programming, including band, orchestra and specialized storage.





## **Facility Planning Committee Findings and Needs Statements**

### **Community Spaces**

#### **TOPIC: Specialized Sports**

##### **Findings:**

- Specialized sports includes gymnastics, hockey, archery, trap shooting, cheer, dance, golf, swimming and other important programs.
- The current amount of available space for many specialized activities does not accommodate the growing needs. This has led to inconsistency in available space for many teams, and may limit offerings.
- There is high demand for ice time within the communities of White Bear Lake Area Schools, which impacts when students are available to practice.
- The only access to pool facilities in the District is at the YMCA.

##### **Specialized Sports Needs Statements:**

- Specialized sports have unique space needs; these would be utilized both by student athletes and relevant community members.
- Flexible, multipurpose spaces for these activities are important.
- It is important to protect equipment in appropriate and adequate storage space.
- Weights and other personal fitness areas must adequately support the needs of students, staff and the community.
- Students need spaces that are safe for both practice and competition.
- The District needs to utilize community partnerships to meet needs of some specialized sports.
- The District will work with community partner(s) to provide an improved pool environment.



## **Facility Planning Committee Findings and Needs Statements**

### **Physical Conditions**

#### **TOPIC: Equity in Facilities**

##### **Findings:**

- The facilities in the District are not currently equitable. Some examples of these facilities include site features, field space, parking, parent drop off, labs, gyms, cafeteria, auditoriums, and music facilities. The District's Strategic Plan calls for inspiring learning environments for all students at all age levels and facilities.

##### **Needs Statements:**

- The District must endeavor to provide equitable access to facilities to meet the needs of all learners. Equity does not mean the same and may look different at different buildings.
  - Classrooms, office spaces, health services, restrooms and locker rooms, cafeteria space, media centers, multipurpose labs, furniture, gymnasium, community spaces, and outdoor facilities.
- The District needs a focused approach to equity which depends on the needs of the student population.
- Each school population has unique needs. The District must respond to these needs with programs appropriate to that population. The facility should support these unique programs.



## **Facility Planning Committee Findings and Needs Statements**

### **Physical Conditions**

#### **TOPIC: Safety and Transportation**

##### **Findings:**

- The District has made recent investments in their facilities to improve safety and security, but additional improvements to meet best practices are required.
- Safety is fundamental to student learning; all District facilities need to be safe and secure.
- Projected growth in the District will impact busing, drop-off/pick-up and parking needs at impacted sites.
- Transportation is an issue at many buildings, including mixed flow of cars and buses and amount of available parking.
- Several sites have parking issues that affect both daytime programming and community events.

##### **Needs Statements:**

- The District needs to implement an equitable safety and security standard to all buildings in the District, including before and after school. This includes secure vestibules, monitoring and access control systems, communications systems, and lockdown procedures.
- All buildings need the ability to compartmentalize or zone different areas of the building for various events (i.e. elections, night and weekend events, etc.)
- Enhance “Crime Prevention Through Environmental Design” (CPTED) principles to increase safety around the exterior of our schools.
- Parking and bus/car traffic need to be considered when buildings are expanded to accommodate projected growth.
- Whenever possible, new and existing building sites should be designed to align with site safety best practices, including separating parent and bus traffic and providing adequate parking. Provide safe routes to school for pedestrians and bicyclists. Students should have access to crosswalks.



## **Facility Planning Committee Findings and Needs Statements**

### **Physical Conditions**

#### **TOPIC: Capacity and Enrollment**

##### **Findings:**

- The District is projected to experience significant growth over the next ten years, and there is currently not adequate space at any grade level (elementary, middle, or high schools) to accommodate this growth. Buildings in the northern part of the District are particularly affected by this growth.
  - The District is projected to have 10,806 students enrolled in the year 2027-28.
    - Elementary: 4,712 total students (594 additional students, 14.4% growth)
    - Middle: 2,617 total students (645 additional students, 32.7% growth)
    - High: 3,476 total students (988 additional students, 39.7% growth)
  - The District's buildings are currently at or above capacity based on the 2018 Capacity Study.
    - Elementary Capacity 4,096 seats; Enrollment 4,118 students
    - Middle Capacity 1,931 seats; Enrollment 1,972 students
    - High School Capacity 2,674 seats; Enrollment 2,488 students
- Overall current District K-12 enrollment is 8,578 as of October 1, 2018. The 2018-2019 grade 12 enrollment is 666 and 2018-2019 kindergarten enrollment is 682.
- There are some classrooms in the District that are smaller than others.
- There are some core spaces, including cafeterias and gymnasiums that are not adequately sized to support current or future enrollment.

##### **Needs Statements:**

- The facilities need to accommodate the District's projected enrollment growth in the next ten years; we need to plan enough space for the projection based on 75% buildout of available land (approximately K-12 10,800 total students District-wide). This includes both classroom and core capacity space.
- The District needs to develop a comprehensive plan that studies the benefits of repurposing sites along with possibilities of updating the physical conditions, expanding current facilities and new construction.
- District building planning needs to meet the capacity for all students, Pre-K through High School and beyond (including all specialty populations).
- Classrooms and core spaces, including food service, need to be right-sized to support intended programming.



## **Facility Planning Committee Findings and Needs Statements**

### **Physical Conditions**

#### **TOPIC: Building Conditions**

##### **Findings:**

- Annual State funding falls considerably short of what is required to maintain District assets. The LTFM (long term facilities maintenance) funding source generates about \$3M/year, including required yearly expenses.
- The District would require 2%-4% of replacement cost every year to keep up with maintenance needs; the current system of funding does not support this, which leads to maintenance being deferred.
- There are \$270M in deferred maintenance needs District-wide; \$125M of these are priority I. Priority I is defined as items not functioning or broken and includes HVAC systems, windows, accessibility upgrades, domestic piping, and fire alarm systems.
- It takes more time to repair older systems, and at some point, it is counterproductive and inefficient to do these repairs.

##### **Needs Statements:**

- All District facilities need appropriate and reliable systems to support an effective learning environment.
- It is important to consider replacement costs as well as ongoing operational/maintenance costs for building systems.
- We need to have a plan to address the high priority deferred maintenance needs, with all needs being addressed in a phased approach.
- We need to evaluate the cost of not addressing or planning to fix priority #1 needs (catastrophic replacement).
- Beyond new additional buildings, we need to discuss the prioritization of full scale replacement versus repair / maintenance / partial updates for existing buildings.

## **Appendix K:**

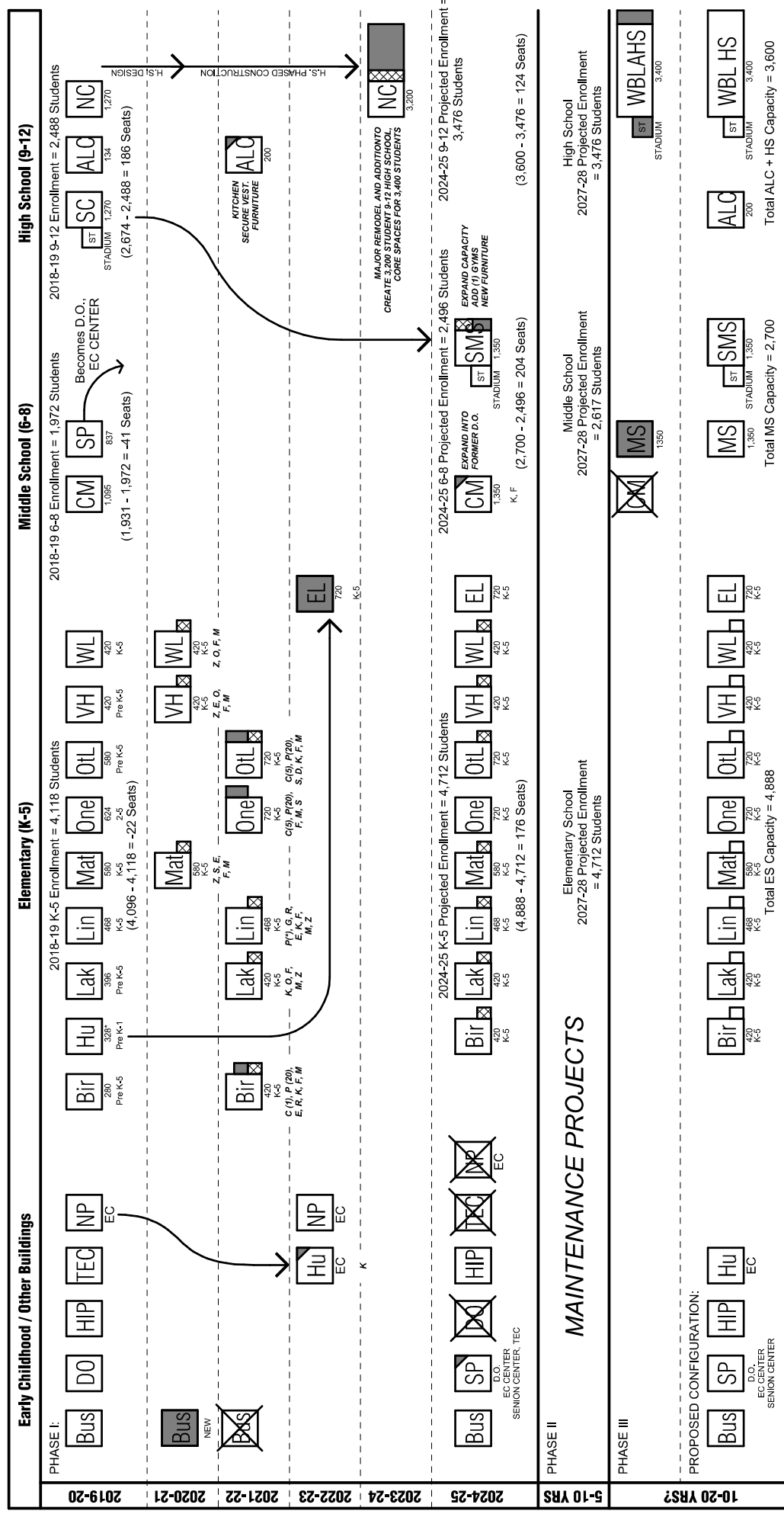
### **2019 Referendum Phasing Plan**



# WHITE BEAR LAKE AREA SCHOOLS

2019 FACILITY PLANNING  
DRAFT JUNE 12, 2019

## PHASED PLAN



## **Appendix L:**

### **New Elementary School Space Summary**



**Potential 2019 Referendum  
New Elementary School  
Space Summary**

**Independent School District #624**

White Bear Lake Area Schools

DRAFT April 10, 2019

**April 2019**

**PreDesign**

**ADMINISTRATION**

General Office/Waiting	600	S.F.
Principal Office	180	S.F.
Conference	300	S.F.
Workroom/Copy Room/Mail/Volunteer Room	360	S.F.
Files Storage Room	60	S.F.
Dean/Shared Office	140	S.F.
Staff Restroom	60	S.F.
Flex Office (Coaches)	200	S.F.
	<b>1,900</b>	<b>S.F.</b>

**HEALTH/NURSE**

Cot Room (4 cots, incl. nurse exam / desk)	500	S.F.
Health Office	80	S.F.
Toilet	64	S.F.
	<b>644</b>	<b>S.F.</b>

**CLASSROOMS**

1st - 5th Grade Classrooms	25 @ 900	22,500	S.F.
Team Storage	5 @ 120	600	S.F.
Collaboration/Conference Rooms	5 @ 300	1,500	S.F.
Learning Commons	5 @ 1500	7,500	S.F.
		<b>32,100</b>	<b>S.F.</b>

**KINDERGARTEN**

Classrooms	6 @ 1000	6,000	S.F.
Resource Area	1 @ 1200	1,800	S.F.
Team Storage	1 @ 120	120	S.F.
Collaboration/Conference Rooms	1 @ 300	300	S.F.
		<b>8,220</b>	<b>S.F.</b>

**SPECIALIST SPACES**

Language Classroom	2 @ 900	1,800	S.F.
Multipurpose Lab	1 @ 1000	1,000	S.F.
Music Classroom (incl. storage)	2 @ 1000	2,000	S.F.
Music Storage		200	S.F.
		<b>5,000</b>	<b>S.F.</b>



**Potential 2019 Referendum  
New Elementary School  
Space Summary**

**Independent School District #624**

White Bear Lake Area Schools

DRAFT April 10, 2019

**April 2019**

**PreDesign**

**STUDENT SERVICES**

Center-Based Classroom (EBD/ASD)	2 @ 900	1,800 S.F.
Sensory Room (ASD)		80 S.F.
Sensory Room (EBD)		80 S.F.
Multi-Cat and Tier II	2 @ 650	1,300 S.F.
Special Ed Related Services (Sm Group)		100 S.F.
Quiet / De-Escalation Room		50 S.F.
Mental Health Office		64 S.F.
Intervention Rooms	3 @ 200	600 S.F.
Counselor/Social Worker		140 S.F.
Speech Office		120 S.F.
School Psych		140 S.F.
		<hr/> <b>4,474 S.F.</b>

**LEARNING COMMONS**

Circulation / Distribution / Stacks / Storage		1,850 S.F.
Independent Study Area/Reading		
Area/Flexible Computer Space	Incl.	
Media Workroom with AV Storage		180 S.F.
Large Group Room		700 S.F.
Conference Room (Small)		120 S.F.
Storage/Professional and Curriculum Library		200 S.F.
		<hr/> <b>3,050 S.F.</b>

**PHYSICAL EDUCATION**

Gymnasium (1 court, 8 ft around)	6,600 S.F.
Office ((2) Staff and (1) Adaptive)	120 S.F.
Storage	300 S.F.
	<hr/> <b>7,020 S.F.</b>

**SCHOOL AGE CARE**

Office	140 S.F.
Storage	300 S.F.
	<hr/> <b>440 S.F.</b>

**STAFF SPACE**

Faculty Dining	700 S.F.
Toilets	6 @ 65 390 S.F.
	<hr/> <b>1,090 S.F.</b>



**Potential 2019 Referendum  
New Elementary School  
Space Summary**

**Independent School District #624**

White Bear Lake Area Schools

DRAFT April 10, 2019

**April 2019**

**PreDesign**

**CAFETERIA**

Cafeteria (250 students x 3 lunch shifts)	3,600	S.F.
Performance Space	1,000	S.F.
Table Storage	100	S.F.
	<b>4,700</b>	<b>S.F.</b>

**KITCHEN/FOOD SERVICES**

Kitchen / Prep	800	S.F.
Dry Food Storage	200	S.F.
Serving Lines	450	S.F.
Dish Wash Area	300	S.F.
Office/Lockers/Toilet/Mop Area	170	S.F.
Refrigerator and Freezer	200	S.F.
	<b>2,120</b>	<b>S.F.</b>

**RECEIVING/CENTRAL SUPPLY/STORAGE**

Receiving	800	S.F.
Workroom/Office	100	S.F.
Outdoor Storage	280	S.F.
	<b>1,180</b>	<b>S.F.</b>

**SUPPORT**

Toilet Rooms/Custodial	<b>Incl.</b>
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**TOTAL NET SQUARE FOOTAGE** **71,938 S.F.**

NET/GROSS FACTOR 1.40

**TOTAL GROSS SQUARE FOOTAGE** **101,000 S.F.**

## **Appendix M:**

### North Campus Addition Space Summary



## DRAFT Space Summary North Campus Addition

AREA	Existing Space				Proposed Space				
Classrooms									
General Purpose					50	900	45,000	SF	50
- 1st Level Classrooms	13	see notes	10,791	SF	0	0	-	SF	
Study Rooms	2	161	322	SF	0	0	-	SF	
Bears Den	1	851	851	SF	0	0	-	SF	
- 2nd Level Classrooms	21	785	16,485	SF	0	0	-	SF	
Flexible Learning Space	0	0	-	SF	10	1,500	15,000	SF	
			28,449	SF			60,000		50
	84								
SCIENCE LAB SPACES									
Biology / Chemistry	5	see notes	6,548	SF	1	1,700	1,700	SF	1
Physics/Multi-purpose	0	0	-	SF	4	1,700	6,800	SF	4
Physical Science	4	see notes	3,869	SF	0	0	-	SF	
Multipurpose Labs	0	0	-	SF	4	1,600	6,400	SF	4
Resource / Storage	3	see notes	1,436	SF	4	400	1,600	SF	
			11,853	SF			16,500	SF	9
	18								
FACS									
Food Science / Culinary Arts	1	1,179	1,179	SF	2	3,000	6,000	SF	2
Classroom Space	2	see notes	1,772	SF	0	900	-	SF	0
Resource/Storage/Laundry	2	see notes	185	SF	1	400	400	SF	
			3,136	SF			6,400	SF	2
ENGINEERING, AGRICULTURE AND TECHNOLOGY									
Industrial Tech	2	see notes	2,719	SF	0	0	-	SF	
- Storage Rooms	3	see notes	613	SF	0	0	-	SF	
Metal Shop	1	2,254	2,254	SF	0	0	-	SF	
Architecture + Office	1	1,123	1,123	SF	0	0	-	SF	
Computer Lab	1	1,054	1,054	SF	0	0	-	SF	
- Storage/ Office	2	see notes	232	SF	0	0	-	SF	
PLTW	1	1,134	1,134	SF	0	0	-	SF	
Automotive	0	0	-		1	3,000	3,000	SF	1
Design	0	0	-		1	2,000	2,000	SF	1
Construction	0	0	-		1	2,000	2,000	SF	1
Manufacturing	0	0	-		1	2,000	2,000	SF	1
Classrooms	0	0	-	SF	1	900	900	SF	1
Resource / Storage	0	0	-	SF	2	1,000	2,000	SF	
			9,129	SF			11,900	SF	5





## DRAFT Space Summary North Campus Addition

AREA	Existing Space				Proposed Space				
ART									
2-D Lab (Drawing/Painting)	4	see notes	2,693	SF	1	1,500	1,500	SF	1
Digital Photo/ Graphics Labs	1	2,085	2,085	SF	0	0	-	SF	
- Storage/ Dark Rm/ Office	6	see notes	612		0	0	-	SF	
3-D Lab (Ceramics/Graphics)	0	0	-	SF	1	1,500	1,500	SF	1
Digital Studio / CAD	0	0	-	SF	1	900	900	SF	1
Storage	3	see notes	1,039	SF	1	400	400	SF	
			6,429	SF			4,300	SF	3
MUSIC									
Band Room	1	1,832	1,832	SF	1	3,600	3,600	SF	1
- Tuning Room	1	103	103	SF	0	0	-	SF	
Choir Room	1	1,386	1,386	SF	1	2,000	2,000	SF	1
- Office, Practice Rm, Storage	3	546	546	SF	0	0	-	SF	
Orchestra Room	0	0	-	SF	1	2,000	2,000	SF	1
Instrument Storage	1	573	573	SF	2	500	1,000	SF	
Uniform Storage	0	0	-	SF	2	120	240	SF	
Resource / Offices / Library	1	242	242	SF	2	400	800	SF	
Ensemble	1	207	207	SF	3	400	1,200	SF	
Practice	5	see notes	270	SF	8	60	480	SF	
			5,159	SF			11,320	SF	
MEDIA COMMONS / LEARNING HUB									
Books/Circulation/Computers	1	2,942	2,942	SF	0	0	-	SF	
Conference Rooms/ Breakout	6	see notes	1,057	SF	0	0	-	SF	
Writing Center	1	172	172	SF	0	0	-	SF	
Media Rooms/ Office	3	0	1,250	SF	0	0	-	SF	
Storage	4		402	SF	0	0	-	SF	
Computer Lab / Classroom	0	0	-	SF	0	0	-	SF	
Work Room / Storage	1	445	445	SF	0	0	-	SF	
Office	1	170	170	SF	0	0	-	SF	
Innovation Hub					1	4,400	4,400	SF	
			6,438	SF			4,400	SF	
STUDENT SERVICES									
Student Support	1	1,230	1,230	SF					
Offices	2	90	180	SF					
Student Supervisor	1	379	379	SF					
Reception	0	0	-	SF			500	SF	

Page 3 of 6



## DRAFT Space Summary North Campus Addition

AREA	Existing Space				Proposed Space			
Psychology	1	141	141	SF	<i>incl in student support</i>			
Life Skills Space								
PAES Lab	0	0	-	SF	1	900	900	SF
Toilet/Changing	0	0	-	SF	4	100	400	SF
Storage	0	0	-	SF	4	250	1,000	SF
			<b>8,195</b>	<b>SF</b>			<b>15,200</b>	<b>SF</b>

### ADMINISTRATION

Main Office Reception / Attendance	1	967	967	SF	1	800	800	SF
Principal	1	165	165	SF	1	250	250	SF
Assistant Principals	2	see notes	257	SF	4	150	600	SF
Athletic Director	0	0	-	SF	1	150	150	SF
AD Assistant	0	0	-	SF	1	120	120	SF
AD Storage	0	0	-	SF	1	150	150	SF
Psychologist	0	0	-	SF	1	120	120	SF
School Resource Officer	1	84	84	SF	1	120	120	SF
Social Worker	1	127	127	SF	<i>incl in student support</i>			
Speech / Therapist	0	0	-	SF	<i>incl in student support</i>			
Counseling Office Reception Area	1	463	463	SF	<i>incl in student support</i>			
- Counselors Offices	3	100	300	SF	<i>incl in student support</i>			
Nurse's Office	1	269	269	SF	1	1,000	1,000	SF
- Boys & Girls Cot Room	1	407	407	SF				
Conference Room A	1	136	136	SF				
Conference Room B	1	205	205	SF				
Conference Room C	1	163	163	SF				
Large Conference Room	1	263	263	SF	2	300	600	SF
Small Conference Room	1	103	103	SF	1	150	150	SF
In School Suspension (ISS)	0	0	-	SF	1	200	200	SF
Staff Toilets	2	30	60	SF	2	60	120	SF
Records/ File Room	1	115	115	SF	1	200	200	SF
Kitchen	1	123	123	SF				
Work Room/Mail/Storage	1	165	165	SF	1	650	650	SF
			<b>4,372</b>	<b>SF</b>			<b>5,230</b>	<b>SF</b>

### TECHNOLOGY

Maker Space	1	1,333	1,333	SF				
AV Room	1	531	531	SF				
Storage	1	394	394	SF				
Office	0	0	-	SF	1	200	200	SF



## DRAFT Space Summary North Campus Addition

AREA	Existing Space				Proposed Space			
Work Area	0	0	-	SF	1	300	300	SF
Data Closets	0	0	-	SF	12	60	720	SF
Head End Room	0	0	-	SF			180	SF
				<b>2,258 SF</b>			<b>1,400 SF</b>	
<b>LOCKERS</b>	0	0	-	SF	1,000	2	2,000	SF
				<b>- SF</b>			<b>2,000 SF</b>	
<b>STUDENT COMMONS</b>								
Student Dining	1	9,738	9,738	SF	3 Shifts		-	SF
Concessions / School Store	0	0	-	SF			500	SF
Table Storage	0	0	-	SF			-	SF
				<b>9,738 SF</b>			<b>500 SF</b>	
<b>STAFF SPACES</b>								
Staff Offices	0	0	-	SF	125	30	4,875	SF
Faculty Lounge	1	933	933	SF			1,000	SF
Staff Toilets	0	0	-	SF	6	60	360	SF
				<b>933 SF</b>			<b>6,235 SF</b>	
<b>FOOD SERVICE</b>								
Central freezer							1,600	
Central storage								
Servery	1	948	948	SF	1	7,500	7,500	SF
Kitchen/Dish/Cooler/Freezer/Storage	1	2,925	2,925	SF				
Office/ Lockers/ Toilet Rms	1	176	176	SF			-	SF
				<b>4,049 SF</b>			<b>9,100 SF</b>	
<b>CUSTODIAL</b>								
Receiving/Trash - 1st Level	1	1,078	1,078	SF			1,000	SF
Office	0	0	-	SF			150	SF
Custodial (+ storage & locker room)	1	3,208	3,208	SF				
Boiler Room	1	2,951	2,951	SF				
Electrical Rooms	0	0	-	SF				
Tools / Storage	0	0	-	SF			1,000	SF
Custodial Room	1	58	58	SF				
Outdoor Storage	0	0	-	SF			1,000	SF
				<b>7,295 SF</b>			<b>3,150 SF</b>	



## DRAFT Space Summary North Campus Addition

AREA	Existing Space				Proposed Space					
AUDITORIUM / THEATER										
Vestibule/Lobby	1	1,230	1,230	SF			600	SF		
Stage	1	2,228	2,228	SF			3,400	SF		
Orchestra Pit	1	432	432	SF			500	SF		
Seating (900)	1	3,205	3,205	SF			7,000	SF		
Dressing Rooms/Toilets	2	182	364	SF	2	200	400	SF		
Make-up Room	2	90	180	SF			500	SF		
Storage	3	428	428	SF			600	SF		
Projection Booth	1	205	205	SF						
Public Toilet Rooms	2	160	320	SF						
Black Box Theater										
Scene Shop	0	0	-	SF			2,000	SF		
Office	0	0	-	SF			120	SF		
Control Room	0	0	-	SF			200	SF		
			8,592	SF			15,320	SF		
TOTAL NET SQUARE FOOTAGE				126,845	SF	267,230				SF
NET TO GROSS FACTOR			x	1.84			x	1.40		
(Includes mechanical, electrical, public toilets, circulation, and maintenance / janitorial spaces)										
TOTAL GROSS SQUARE FOOTAGE				233,887	SF	375,000				SF

## **Appendix N:**

### **2019 Referendum Budget by Building**

6/16/2019



## **Appendix O:**

### **2019 Referendum Scope Diagrams**





## PROPOSED CAPACITY ANALYSIS

### Lakeaires Elementary (Grades K-5)

Kindergartens: 3

First - Fifth Grade: 15

Total: Kindergarten 3 x 20 = 60

Classes 1-5 15 x 24 = 360

**Total Proposed**

**Capacity 420 Students**

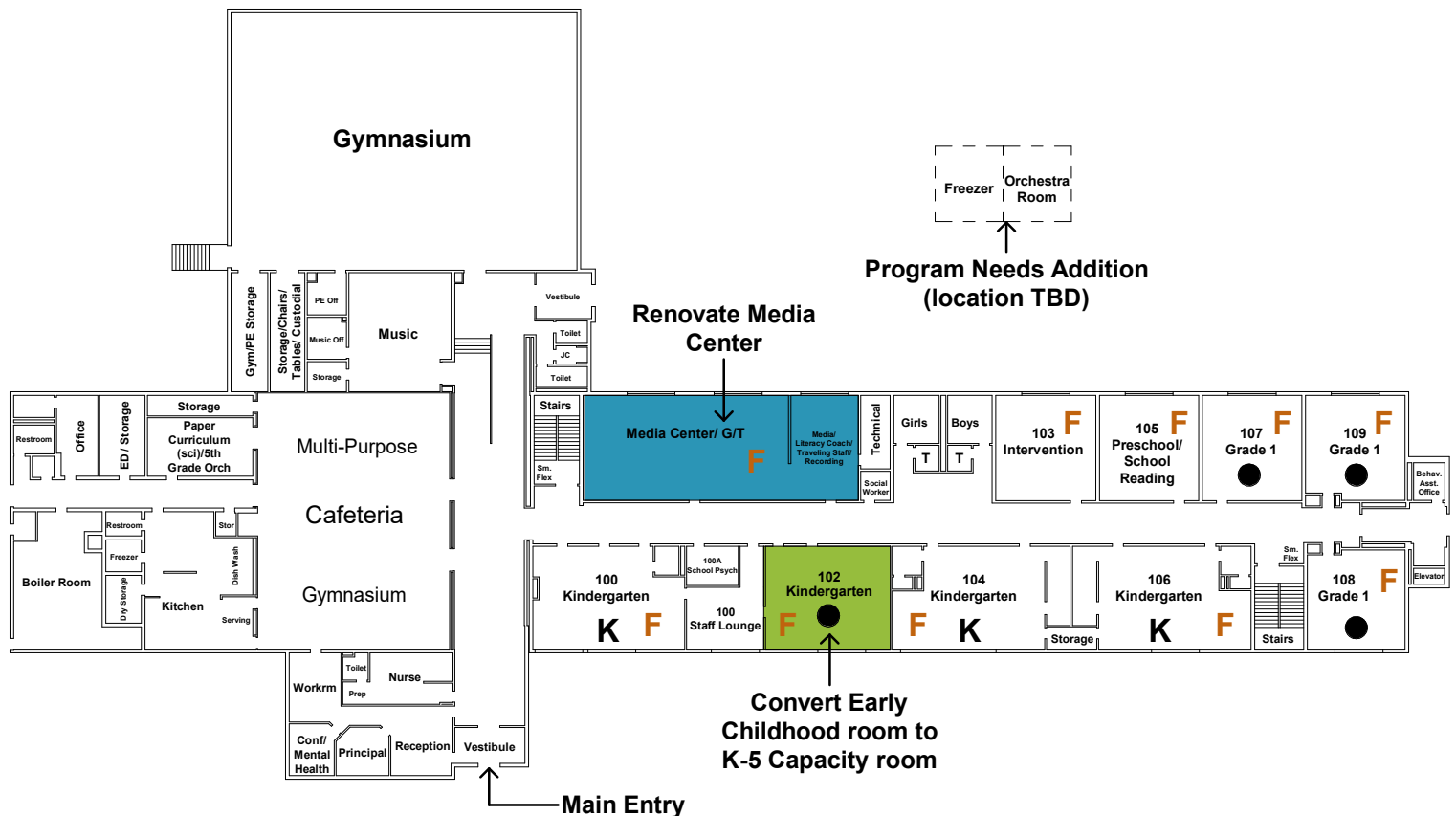
**Total Gross Square Footage:** 86,969 SF

**Media SF:** 2,240 SF

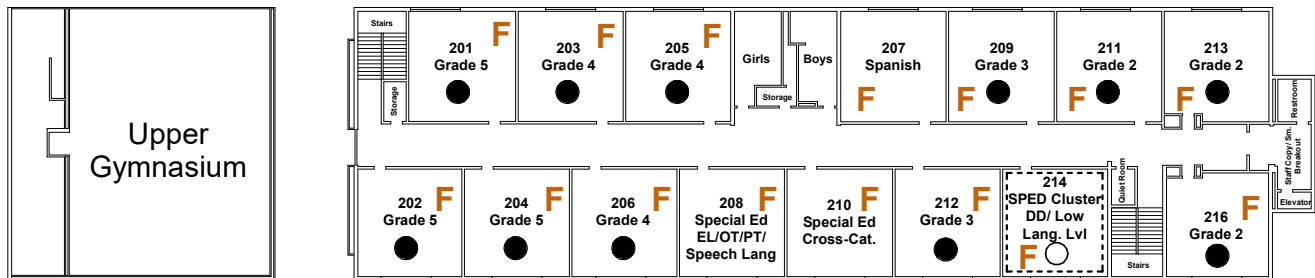
**Cafeteria SF:** 3,640 SF (240 students/lunch)

## Referendum Scope Overview

- **Capacity:** Convert early childhood room to K-5 capacity to reach 420
- **Program needs:** Freezer and orchestra room addition (2,370 SF addition)
- **Furniture:** New classroom & media furniture (24 existing rooms, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## LAKEAIRES ELEMENTARY - MAIN LEVEL FLOOR PLAN



## LAKEAIRES ELEMENTARY - SECOND LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

Lincoln Elementary (Grades K-5)

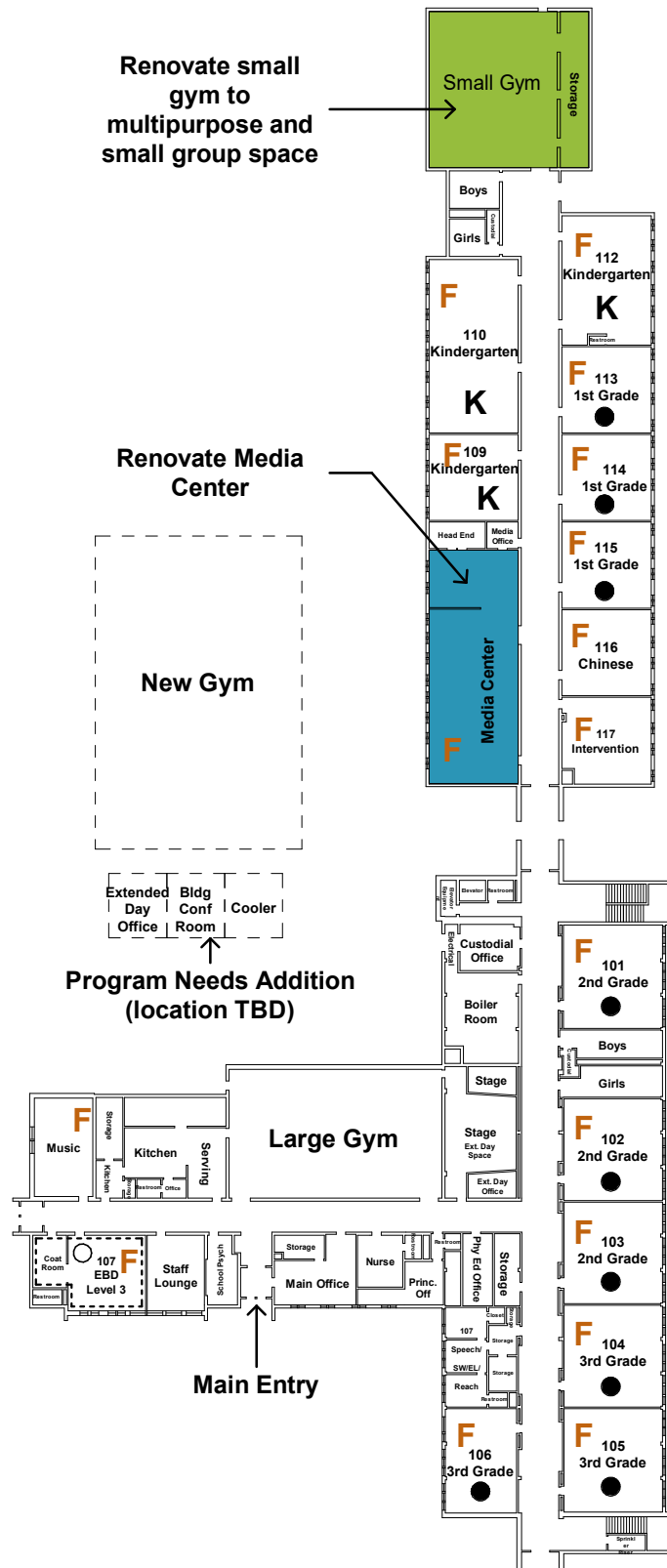
Kindergartens: 3  
First - Fifth Grade: 17

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 17 x 24 = 408  
**Total Proposed  
Capacity 468 Students**

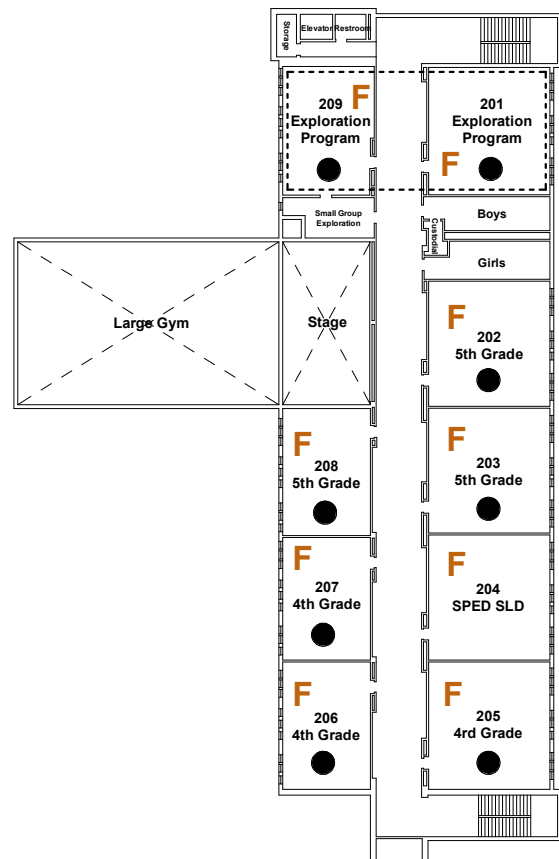
**Total Gross Square Footage:** 59,954 SF  
**Media SF:** 2,120 SF  
**Cafeteria SF:** 2,840 SF (189 students/lunch)

## Referendum Scope Overview

- **Capacity:** 468 (no change)
- **Program needs:** Gymnasium, conference room, cooler and extended day office addition (11,520 SF addition), rearrange parking for addition; renovate small gym into multipurpose room (3,000 SF renovation)
- **Furniture:** New classroom & media furniture (26 existing rooms, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## LINCOLN ELEMENTARY - MAIN LEVEL FLOOR PLAN



## LINCOLN ELEMENTARY - SECOND LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

### Matoska International Elementary (Grades K-5)

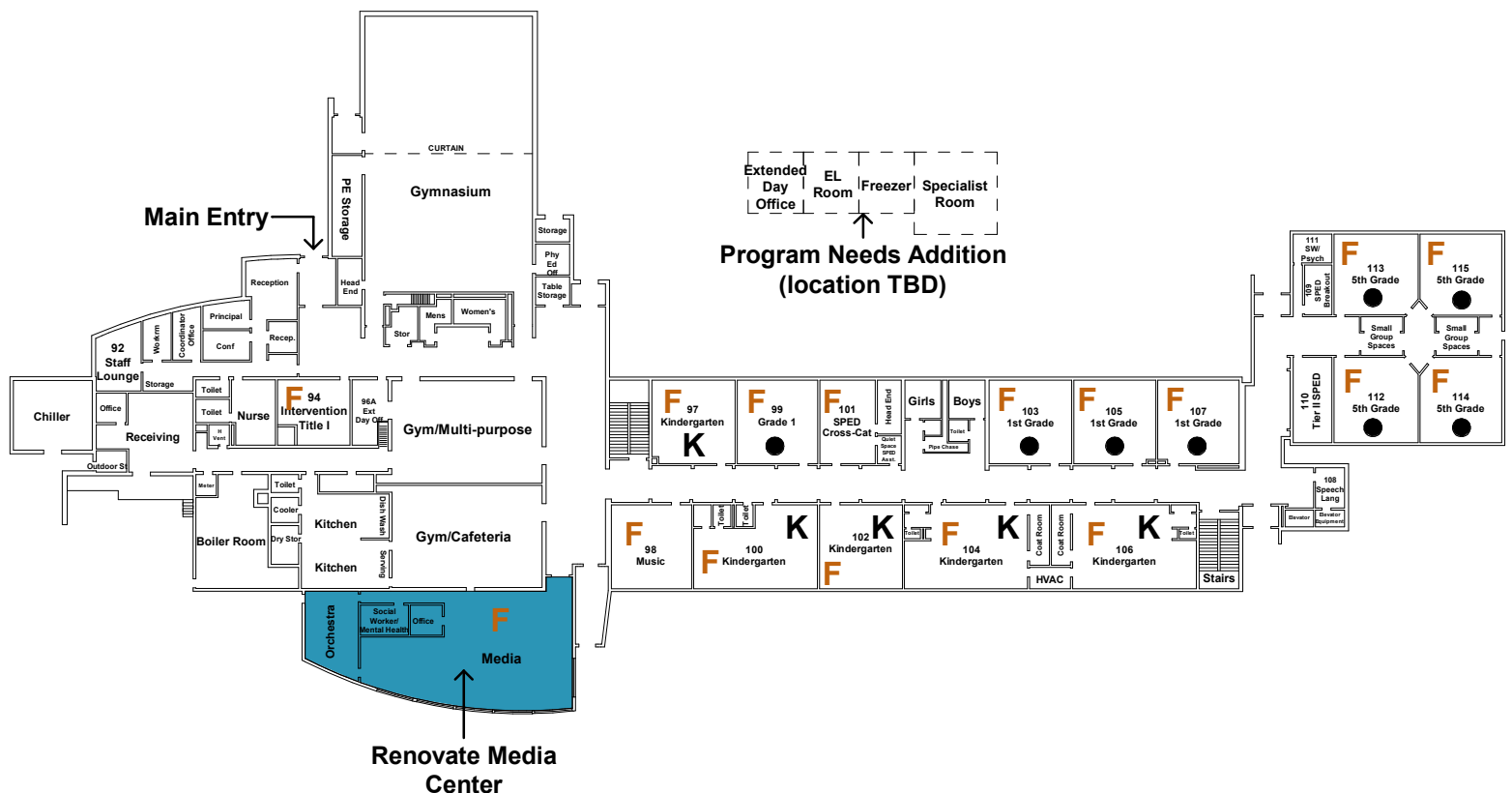
Kindergartens: 5  
First - Fifth Grade: 20

Total: Kindergarten 5 x 20 = 100  
Classes 1-5 20 x 24 = 480  
**Total Proposed**  
**Capacity 580 Students**

**Total Gross Square Footage:** 71,494 SF  
**Media SF:** 2,600 SF  
**Cafeteria SF:** 3,600 SF (240 students/lunch)

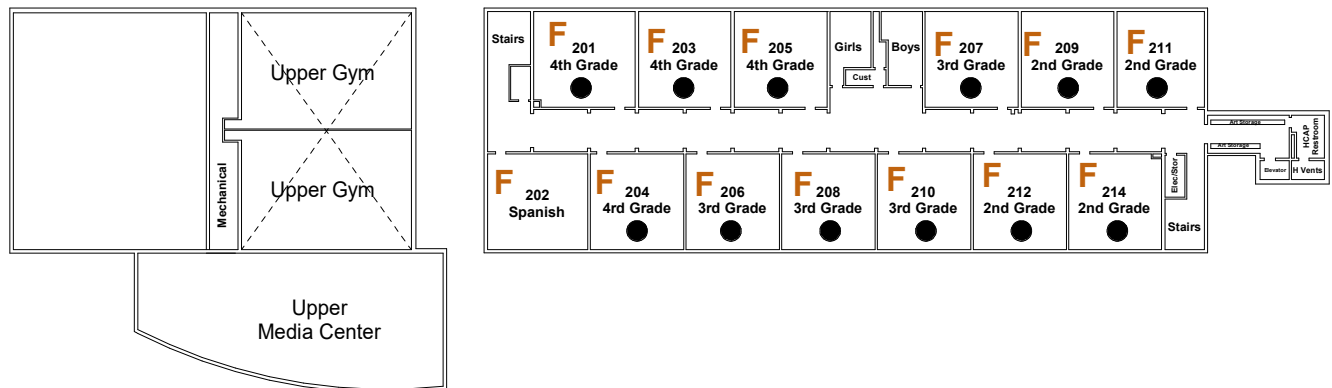
## Referendum Scope Overview

- **Capacity:** 580 (no change)
- **Program needs:** Add freezer, EL room, extended day office, and specialist space due to enrollment (3,270 SF addition)
- **Furniture:** New classroom & media furniture (29 existing rooms, 4 rooms' worth for media center, 2 new rooms - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## MATOSKA INTERNATIONAL ELEMENTARY - MAIN LEVEL FLOOR PLAN





## MATOSKA INTERNATIONAL ELEMENTARY - SECOND LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

### Oneka Elementary (Grades K-5)

Kindergartens: 6

First - Fifth Grade: 25

Total: Kindergarten  $6 \times 20 = 120$

Classes 1-5  $25 \times 24 = 600$

### Total Proposed

**Capacity 720 Students**

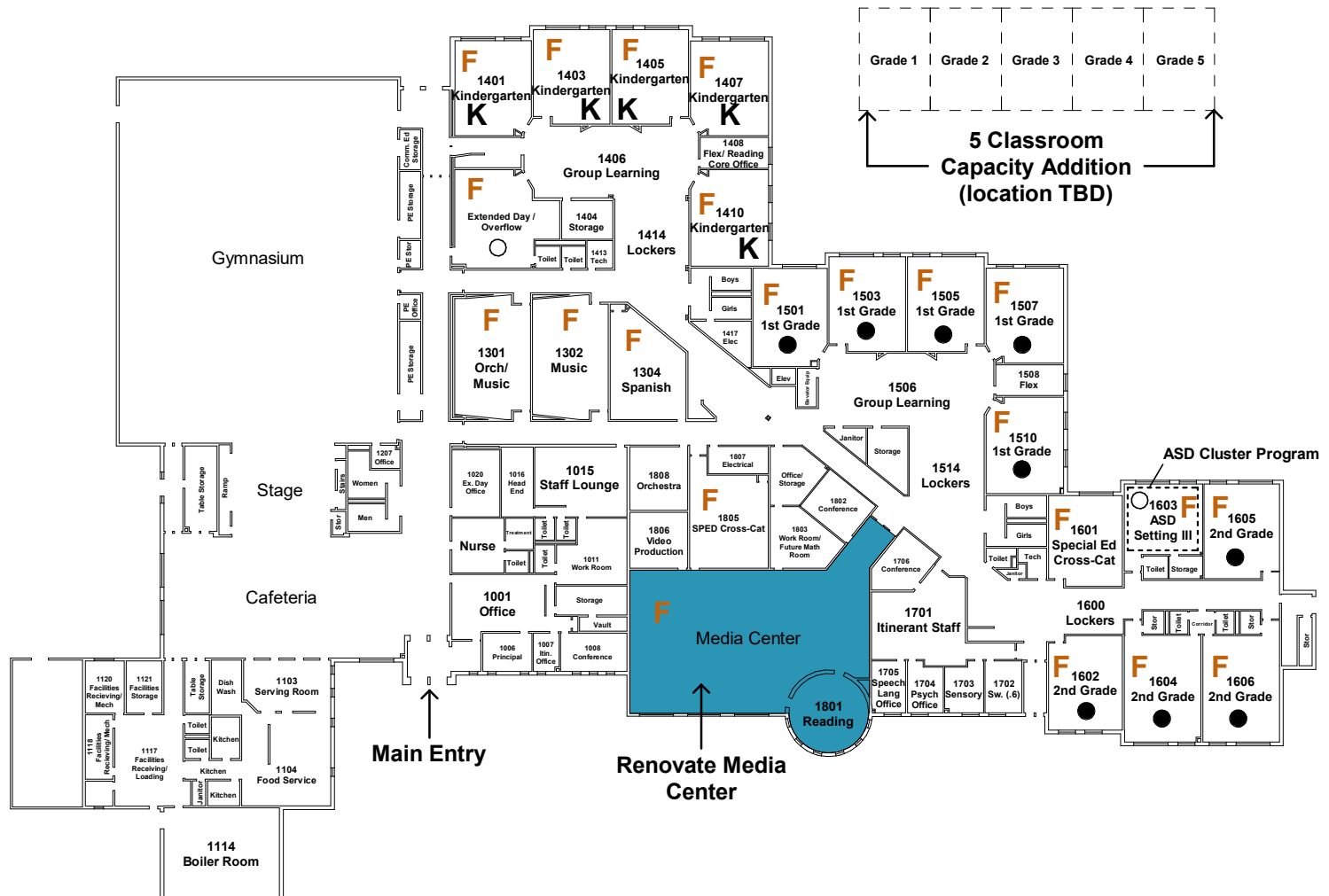
**Total Gross Square Footage: 119,995 SF**

**Media SF:** 4,500 SF

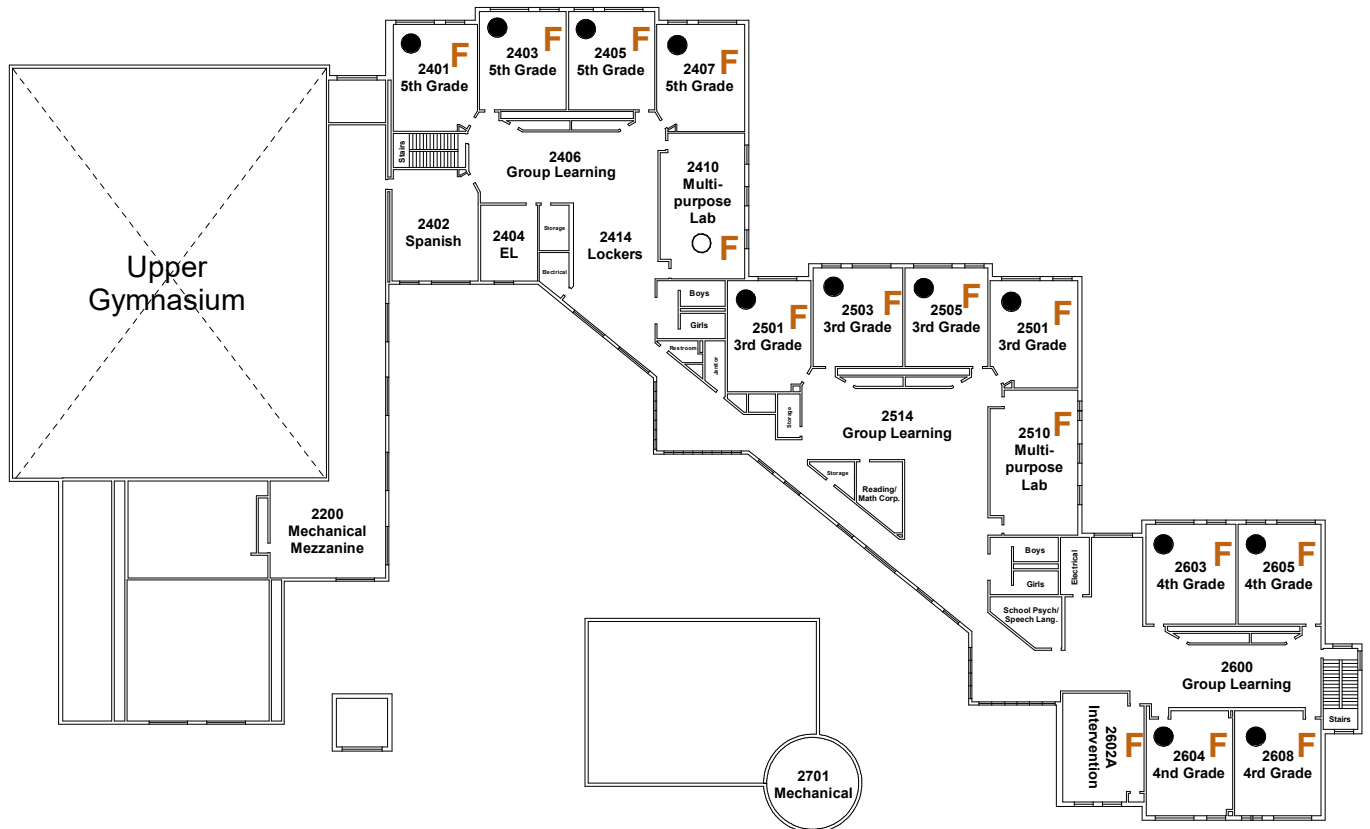
**Cafeteria SF:** 3,700 SF (245 students/lunch)

## Referendum Scope Overview

- **Capacity:** Add 5 classrooms to create total building capacity of 720 students (9,300 SF addition), including 20 parking stalls
- **Program needs:** N/A
- **Furniture:** New classroom & media furniture (37 existing rooms, 4 rooms' worth for media center, 5 new rooms - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## ONEKA ELEMENTARY - MAIN LEVEL FLOOR PLAN



## ONEKA ELEMENTARY - SECOND LEVEL FLOOR PLAN

## PROPOSED CAPACITY ANALYSIS

### **Otter Lake Elementary (Grades K-5)**

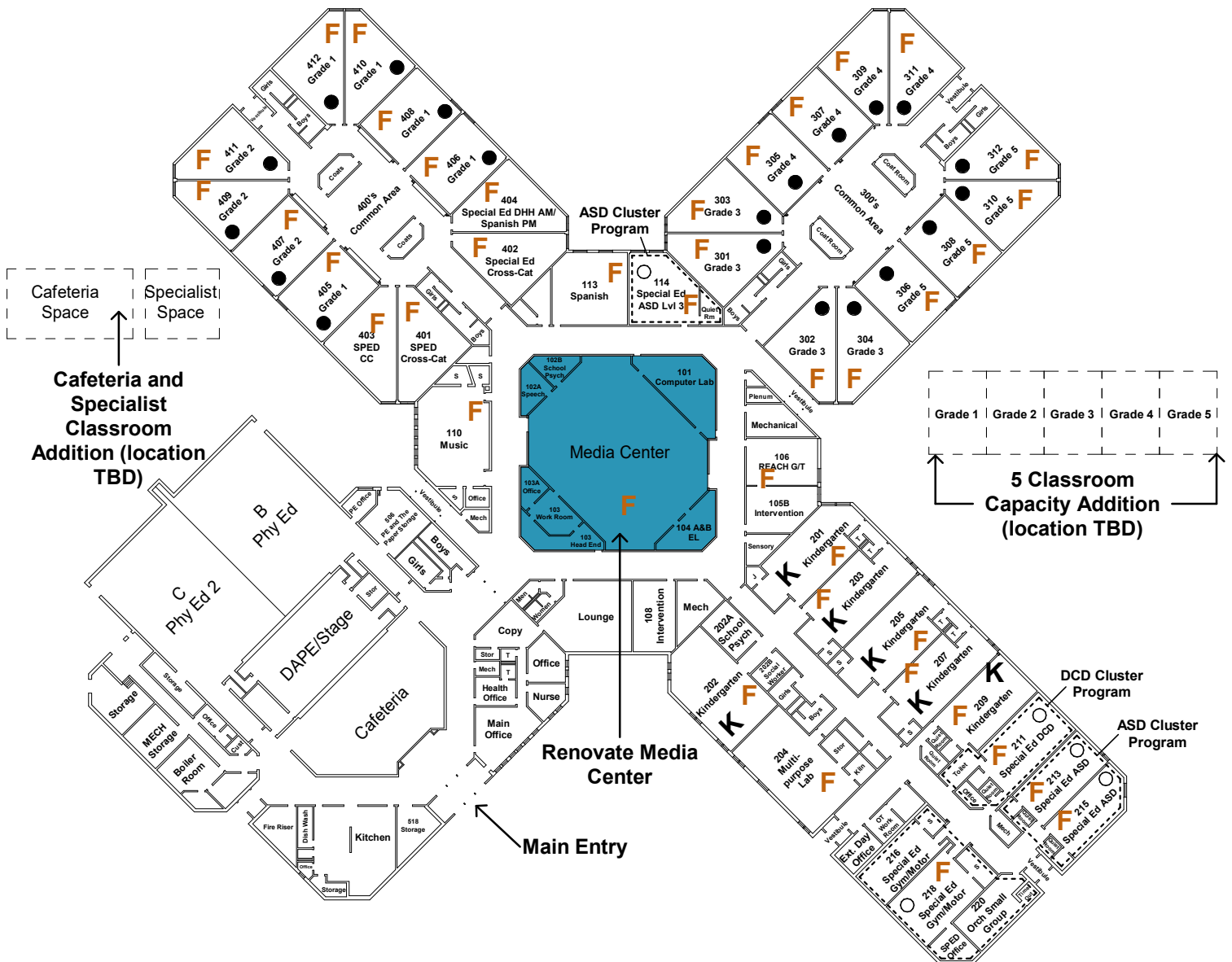
Kindergartens: 6  
First - Fifth Grade: 25

Total: Kindergarten 6 x 20 = 120  
Classes 1-5 25 x 24 = 600  
**Total Proposed  
Capacity 720 Students**

**Total Gross Square Footage:** 104,739 SF  
**Media SF:** 5,790 SF  
**Cafeteria SF:** 3,200 SF (213 students/lunch)

## Referendum Scope Overview

- **Capacity:** Add 5 classrooms to create total building capacity of 720 students incl. cafeteria space (13,020 SF addition), including 20 parking stalls
- **Program needs:** N/A
- **Furniture:** New classroom & media furniture (39 existing rooms, 4 rooms' worth for media center, 5 new - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## OTTER LAKE ELEMENTARY - MAIN LEVEL FLOOR PLAN (OPTION 4)



## PROPOSED CAPACITY ANALYSIS

### Vadnais Heights Elementary (Grades K-5)

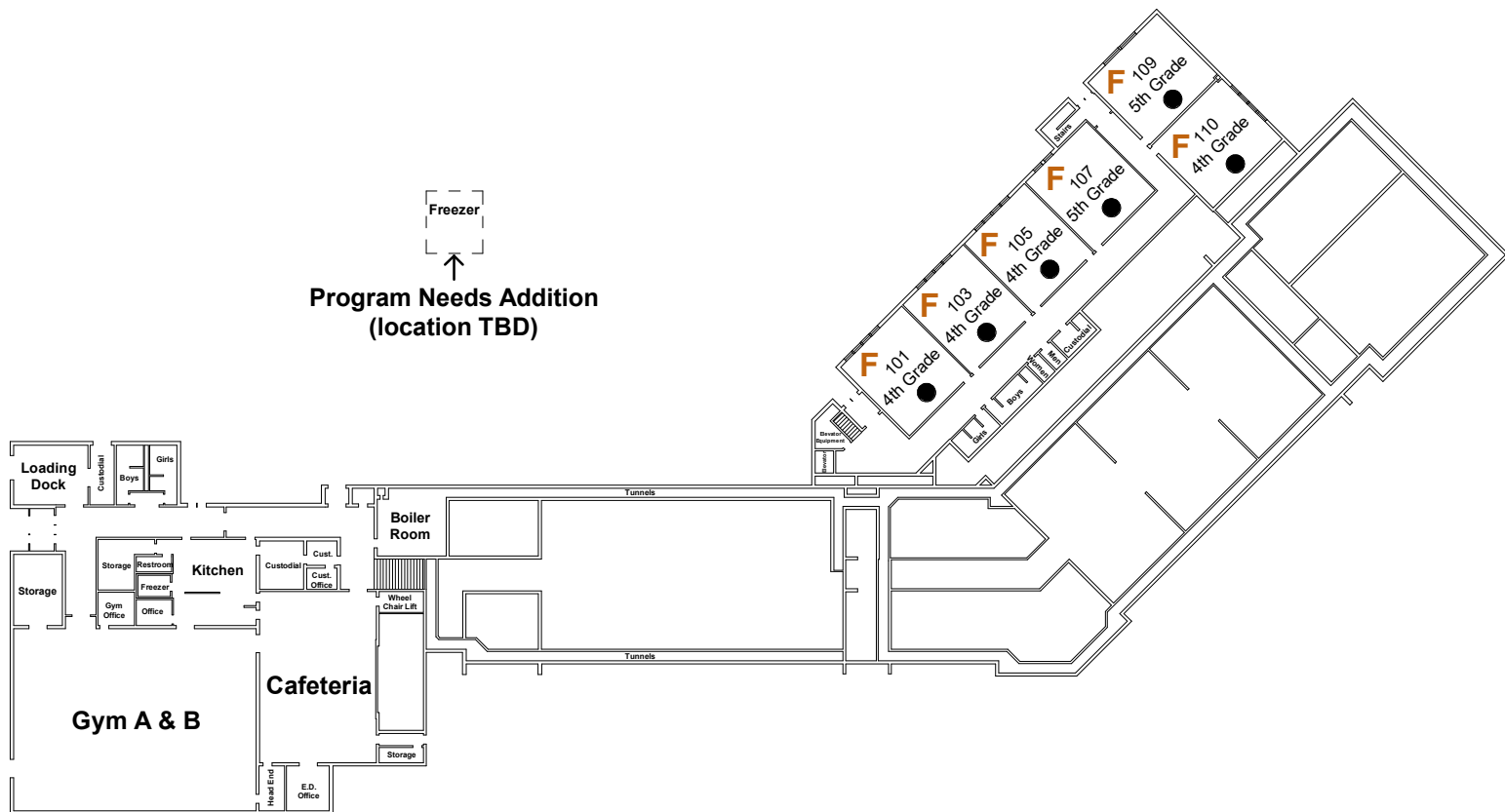
Kindergartens: 3  
First - Fifth Grade: 15

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 15 x 24 = 360  
**Total Proposed  
Capacity 420 Students**

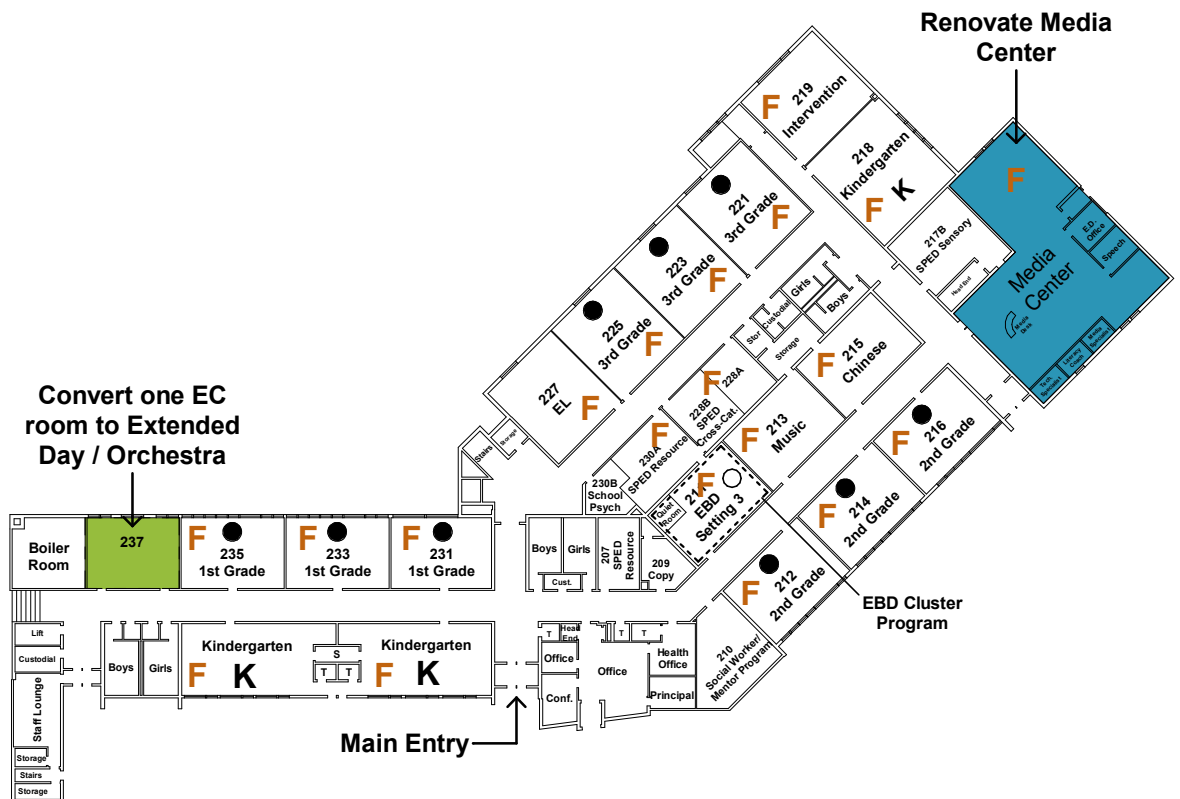
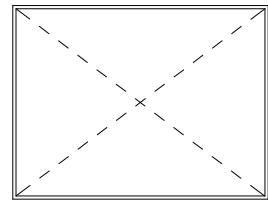
**Total Gross Square Footage:** 69,256 SF  
**Media SF:** 3,200 SF  
**Cafeteria SF:** 2,185 SF (145 students/lunch)

## Referendum Scope Overview

- **Capacity:** 420 (no change)
- **Program needs:** Freezer addition, renovation for current EC room to extended day and orchestra
- **Furniture:** New classroom & media furniture (25 existing rooms, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## VADNAIS HEIGHTS ELEMENTARY - GARDEN LEVEL FLOOR PLAN



## VADNAIS HEIGHTS ELEMENTARY - MAIN LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

### Willow Lane Elementary (Grades K-5)

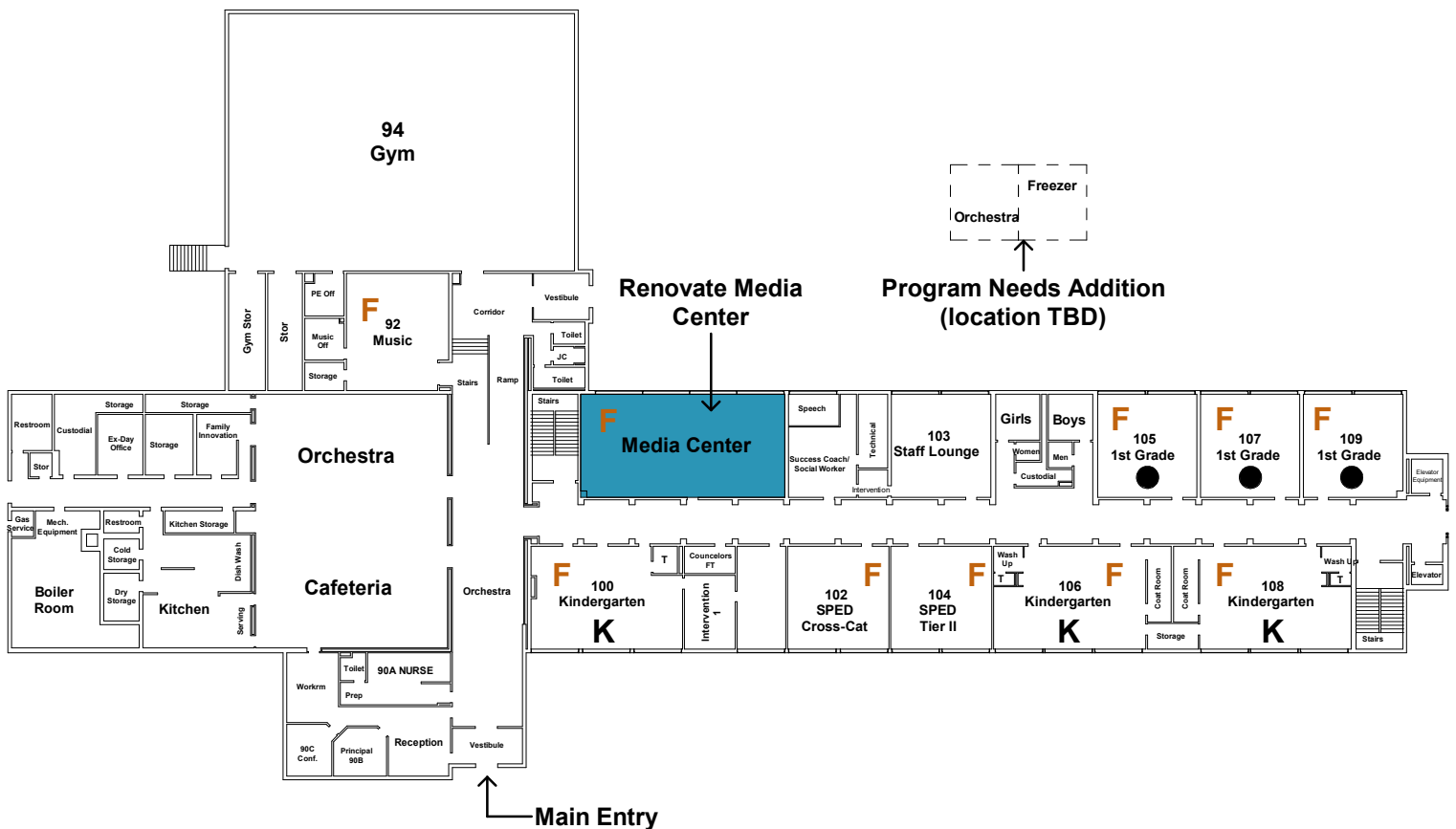
Kindergartens: 3  
First - Fifth Grade: 15

Total: Kindergarten 3 x 20 = 60  
Classes 1-5 15 x 24 = 360  
**Total Proposed  
Capacity 420 Students**

**Total Gross Square Footage:** 86,723 SF  
**Media SF:** 1,575 SF  
**Cafeteria SF:** 3,500 SF (233 students/lunch)

## Referendum Scope Overview

- **Capacity:** 420 (no change)
- **Program needs:** Freezer, and orchestra room addition (1,200 SF addition)
- **Furniture:** New classroom & media furniture (25 existing rooms, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



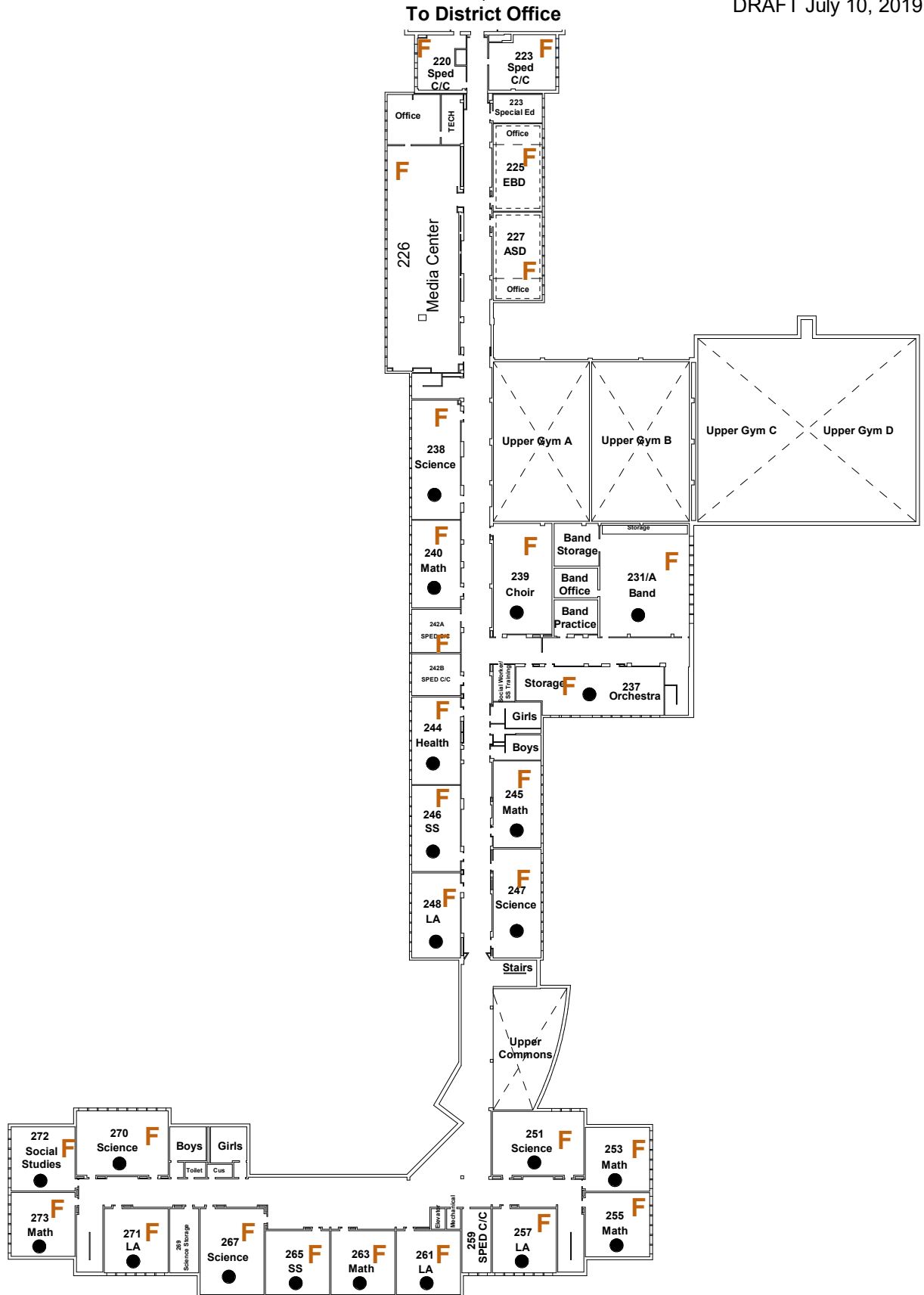
## WILLOW LANE ELEMENTARY - MAIN LEVEL FLOOR PLAN



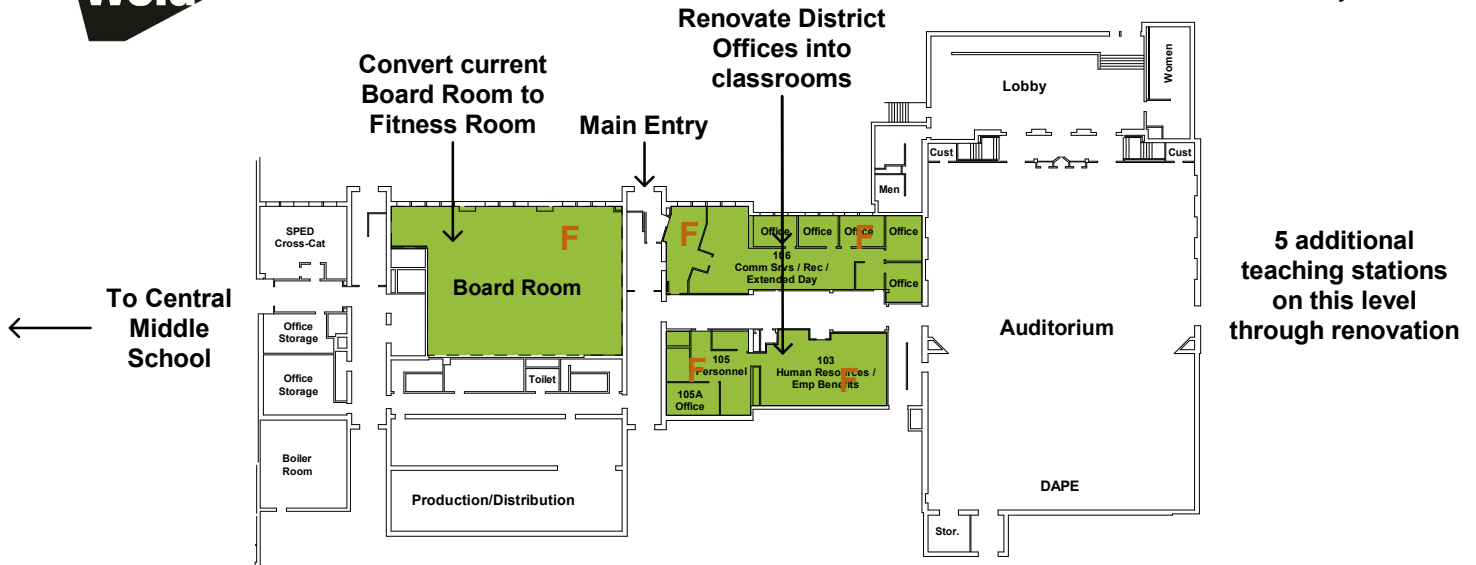


## WILLOW LANE ELEMENTARY - SECOND LEVEL FLOOR PLAN

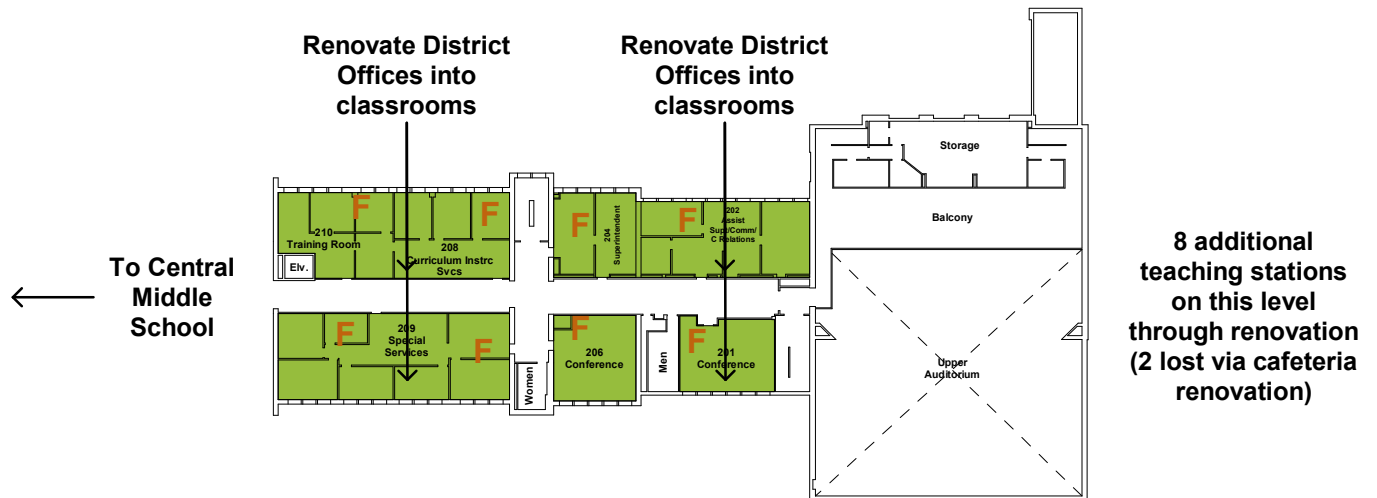




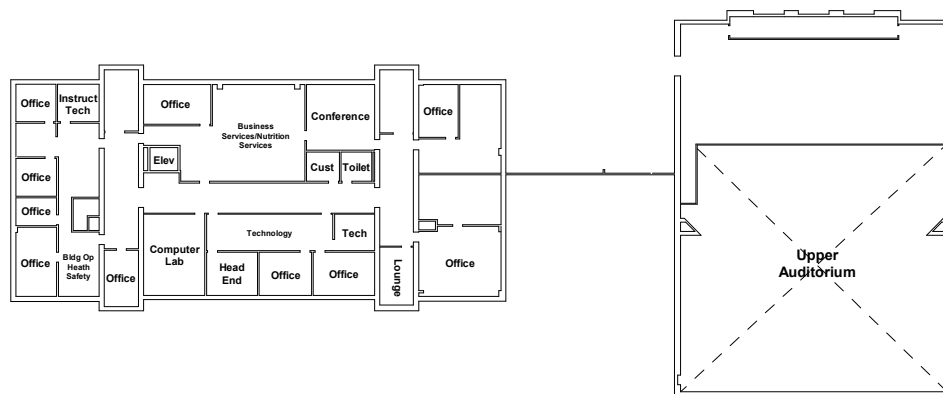
## CENTRAL MIDDLE SCHOOL - SECOND LEVEL FLOOR PLAN



## DISTRICT OFFICE- MAIN LEVEL FLOOR PLAN



## DISTRICT OFFICE - SECOND LEVEL FLOOR PLAN



## DISTRICT OFFICE - THIRD LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

### South Campus Building (Grades 6-8)

Teaching Stations: 51 existing + 9 (with addition)  
(assumes 28 avg. per teaching station)

Total: Stations 59 x 28 = 1652  
Utilization x 83%  
Total Adjusted Capacity 1,371

Total Gross Square Footage: 264,893 SF  
Media SF: 8,400 SF  
Cafeteria SF: 10,000 SF (665 students/lunch)

## Referendum Scope Overview

- **Capacity:** 1,350 - 9 additional teaching stations through addition / renovation (14,000 SF), including new main office for security; renovate existing office, and copy/production (6,500 SF)
- **Program needs:** Additional gymnasium to support scheduling (10,200 SF), renovate existing aux gyms (6,000 SF)
- **Furniture:** New classroom & media furniture (62 existing rooms, 9 new, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space



## SOUTH CAMPUS BUILDING - MAIN LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

### WBLAHS - North Campus (Grades 9-12)

Teaching Stations: 51 existing + 77 new (addition)

(assumes 30 avg. per teaching station)

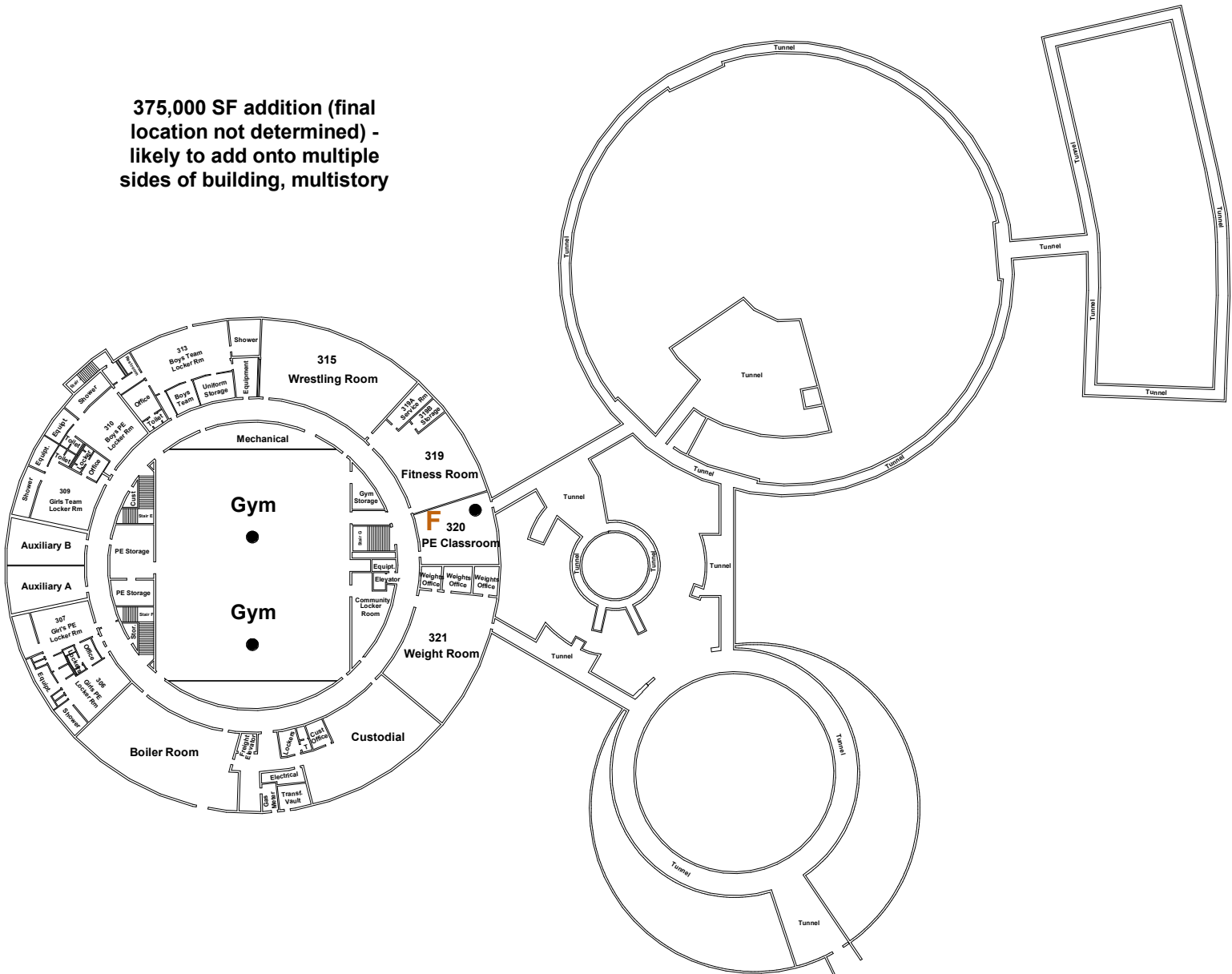
Total: Stations  $128 \times 30 = 3,840$   
Utilization  $\times 85\%$   
**Total Adjusted Capacity 3,264**

**Total Gross Square Footage: 248,069 SF**  
**Media SF: 4,300 SF**

## Referendum Scope Overview

- **Capacity:** 3,200 - 77 additional teaching stations through capacity addition (375,000 SF) including new main office, kitchen, and activities space; renovate circle around existing gym, existing main office, and existing kitchen to create commons (37,000 SF)
- **Program needs:** Budget for each existing classroom for modernization (\$15,000 / room x 60 classrooms)
- **Furniture:** New classroom & media furniture (74 existing rooms, 77 new, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space

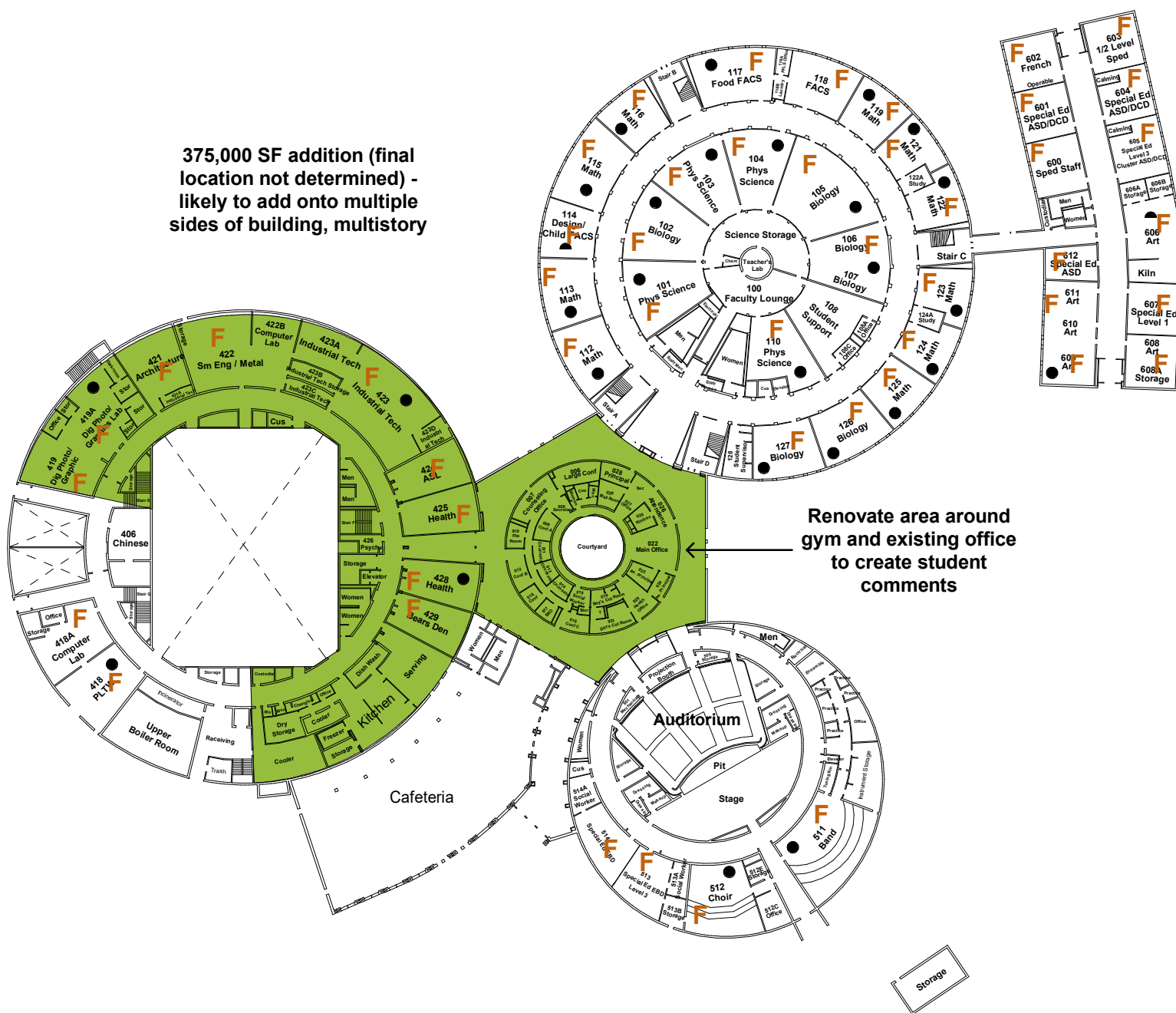
**375,000 SF addition (final location not determined) - likely to add onto multiple sides of building, multistory**



## WHITE BEAR LAKE AREA HS - NORTH CAMPUS - LOWER LEVEL FLOOR PLAN



375,000 SF addition (final location not determined) - likely to add onto multiple sides of building, multistory



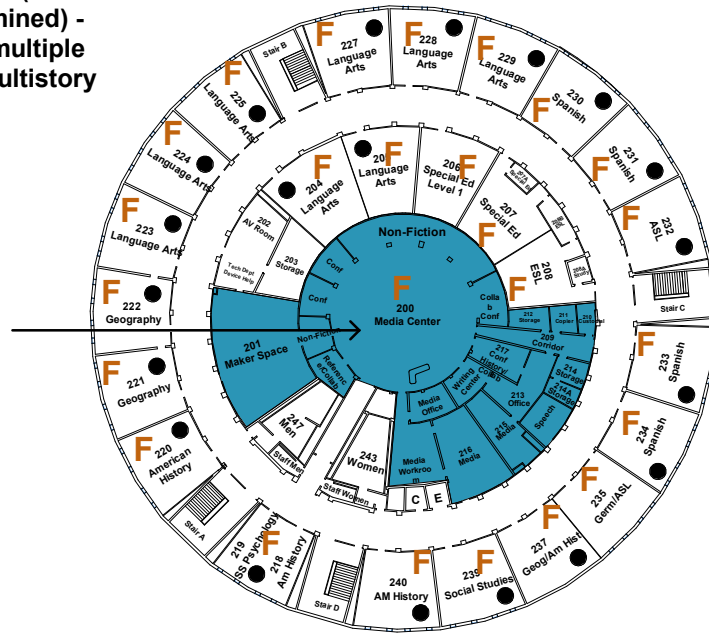
## WHITE BEAR LAKE AREA HS - NORTH CAMPUS - MAIN LEVEL FLOOR PLAN





375,000 SF addition (final  
location not determined) -  
likely to add onto multiple  
sides of building, multistory

Renovate Media  
Center



## WHITE BEAR LAKE AREA HS - NORTH CAMPUS - SECOND LEVEL FLOOR PLAN



## PROPOSED CAPACITY ANALYSIS

### Area Learning Center (Grades 9-12)

Teaching Stations: 11.5

(assumes 21 avg. per teaching station)

Total: Stations  $11.5 \times 21 = 240$

Utilization  $\times 83\%$

**Total Adjusted Capacity 200**

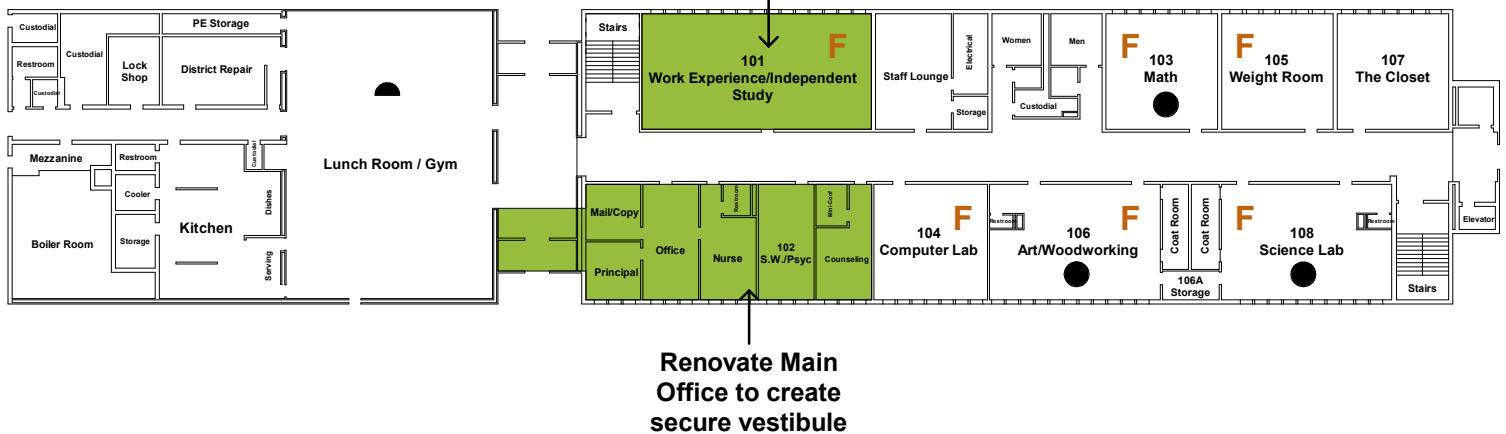
**Total Gross Square Footage: 41,368 SF**

**Media SF: 1,675 SF**

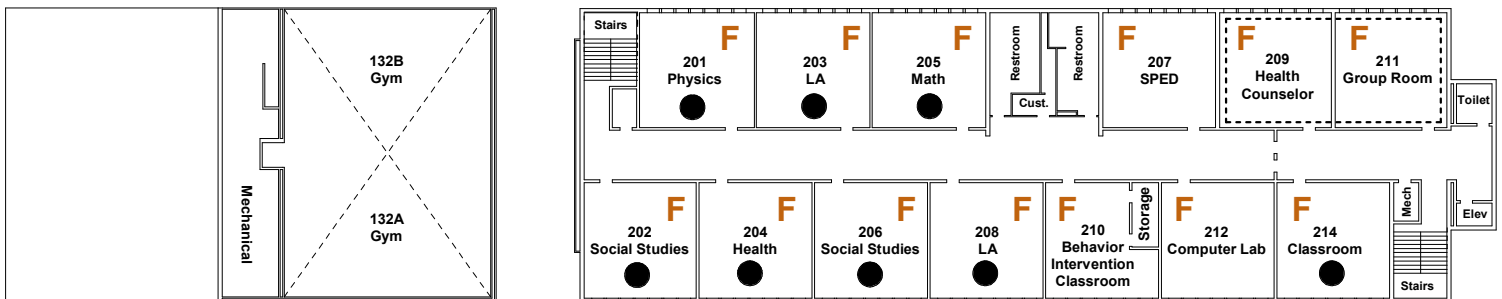
## Referendum Scope Overview

- **Capacity:** 200 (no addition)
- **Program needs:** Renovations for a secure vestibule
- **Furniture:** New classroom & media furniture (18 existing rooms, 4 rooms' worth for media center - indicated by "F" on floor plan)
- **Media Center renovation:** Renovate existing media center to modernize and provide flex learning space (used for independent study)

Renovate  
Independent Study  
Space



## AREA LEARNING CENTER - MAIN LEVEL FLOOR PLAN



## AREA LEARNING CENTER - SECOND LEVEL FLOOR PLAN



## Referendum Scope Overview

- **Capacity:** Convert to Early Childhood Center (North)
- **Program needs:** N/A

## 2 Centers - Elements per Site

- Screening (ONLY AT ONE LOCATION - 2 small conference room type spaces)
- Large Training Room (night time events, family, etc.)
- Office Space
  - Reception / greeter
  - 1 leader and admin at each site
  - School psych. (based out of one site, drop into the other one)
  - Health office at each site (typ. Elementary nursing setup)
  - Vision / screening could use either nurse or psych office
  - Conference room (10-12 could be the same as the larger training room)
- Staff:
  - Birth to 3: 8-10 landing pads (ONLY AT ONE LOCATION)
  - Outreach (cultural liaisons): 6-8 landing pads (ONLY AT ONE LOCATION)
- Dedicated playground
- ½ size classroom for sound buddies (this would be the speech room, needs storage)
- All Day programming (Bear Fun): 2 all-day program rooms
- 4 Year Old programming:
  - 5-6 4 year old rooms per center
- 3 Year Old programming:
  - 3-4 3 year old rooms per center
- ECSE
  - 2-3 rooms per site
  - 1-2 parent ed rooms per location
  - 1 sib care room
- ECSE
  - Motor room (sensory - with a swing) (size of Normandy Park)
  - 2 breakout testing (like Spring Lake Park)
  - 3 cluster classrooms (w/dedicated bathroom, for changing)
- Large Motor Space (similar to Normandy Park)
- OT/PT - drop in space for 5-6 people, a few associated "conference spaces" for private phone calls
- Storage
- Consumables (room 128 at NP)
- Large Motor (room 129 at NP)

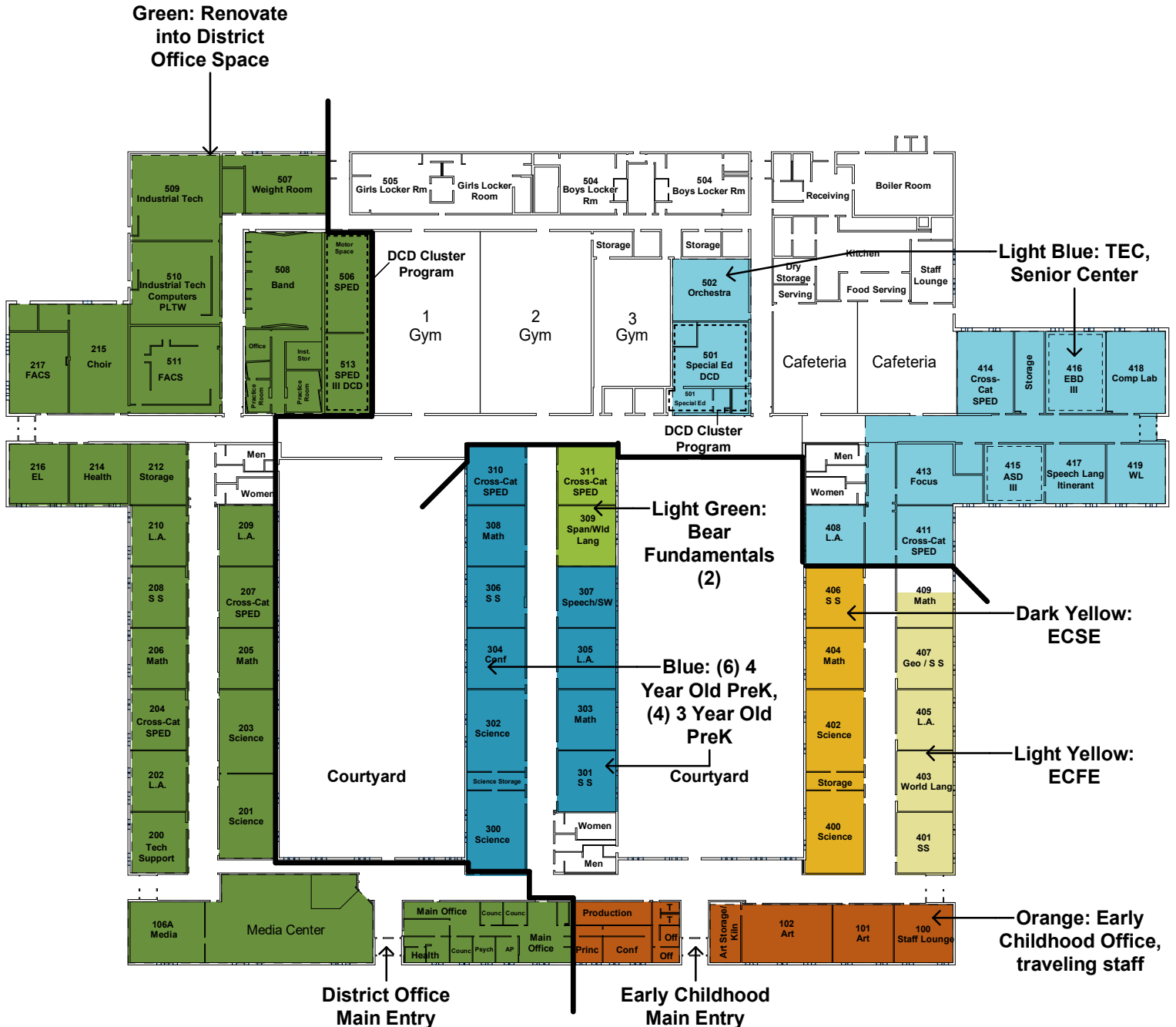


## HUGO BUILDING - MAIN LEVEL FLOOR PLAN (NORTH EC CENTER)



## Referendum Scope Overview

- **Capacity:** Convert to District Office, Transition Education Center, Senior Center, & Early Childhood Center (South)
- **Program needs:** N/A



## SUNRISE PARK - DISTRICT CENTER (SOUTH EC CENTER)

## **Appendix P:**

### **Sample Ballot**

# Special Election Ballot

## Independent School District No. 624 (White Bear Lake Area Schools)

November 5, 2019

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### Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this: ☒ .

---

To vote for a question, fill in the oval next to the word "Yes" on that question.  
To vote against a question, fill in the oval next to the word "No" on that question.

---

### School District Question 1 Approval of School District Bond Issue

☐

Yes

☐

No

Shall the school board of Independent School District No. 624 (White Bear Lake Area Schools) be authorized to issue its general obligation school building bonds in an amount not to exceed \$326,000,000 to provide funds for a phased program of acquisition and betterment of school sites and facilities, including the construction and equipping of a new grades K-5 elementary school facility; the construction of various projects to accommodate projected enrollment growth districtwide; the completion of deferred maintenance projects at all school district facilities; the construction, acquisition and installation of safety and security improvements at all school district facilities; the construction of additions and renovations to current district elementary schools; the construction of additions and renovations to the high school North Campus to convert that site and facility for use as a grades 9-12 single site high school facility; the construction of renovations to the high school South Campus to convert it for use as a middle school facility; the construction of renovations to the Sunrise Park Middle School facility to convert it for uses to include a senior citizen center, an early childhood center, the Transition Education Center and the District office; and the construction of renovations to the current District Center building to allow for expansion of the Central Middle School facility?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU  
ARE VOTING FOR A PROPERTY TAX INCREASE.**

---

AGENDA ITEM: **Action on Resolution Relating to the Election of School Board Members and Calling the School District General Election on November 5, 2019**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**  
**Tim Maurer, Director of Community Services and Recreation**

---

**BACKGROUND:**

Attached please find a document titled *Resolution Relating to Election of School Board Members and Calling the School District General Election*. School Board approval of this resolution is required at least seventy-four (74) days prior to the date of the general election.

**RECOMMENDED ACTION:**

Suggested Action: Move to approve the *Resolution Relating to Election of School Board Members and Calling to School District General Election* as presented.



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

HELD: \_\_\_\_\_, 2019

Pursuant to due call and notice thereof, a \_\_\_\_\_ meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Public Schools), State of Minnesota, was held in said school district on \_\_\_\_\_, 2019, at \_\_\_\_ o'clock p.m.

The following members were present:

and the following were absent:

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

**RESOLUTION RELATING TO ELECTION OF SCHOOL BOARD MEMBERS  
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

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

1. (a) It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

(b) The clerk shall include on the general election ballot the names of the individuals who file or have filed Affidavits of Candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and directed to be held on Tuesday, the 5th day of November, 2019, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m. For those voters residing in the City of Lino Lakes, the City of Maplewood and the City of White Bear Lake, the School District's general election will be held in conjunction with these cities' municipal elections.

3. Pursuant to Minnesota Statutes, Section 205A.11, the school district polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for this general election. However, because the City of Lino Lakes, the City of Maplewood, and the City of White Bear Lake will be holding their respective municipal elections on November 5, 2019, the polling places for voters residing in the precincts in those cities shall be the polling places designated by those cities.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the County Auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said general election. The notice shall specify the date of said election and the office or offices to be voted on at said general election. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said elections to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the general election.

The notice of election so posted and published shall state the offices to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

5. The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this general election and generally to cooperate with any election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in

substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system:

[A Form of the Ballot is on the Following Page]

# General Election Ballot

## Independent School District No. 624 (White Bear Lake Area Public Schools)

November 5, 2019

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### Instructions to Voters:

To vote, completely fill in the oval(s) next to your choice(s) like this:



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School Board Member

Vote for up to Three

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☐

Name

☐

Name

☐

Name

☐

Name

☐

Name

☐

Name

☐

\_\_\_\_\_  
write-in, if any

☐

\_\_\_\_\_  
write-in, if any

☐

\_\_\_\_\_  
write-in, if any

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Optical scan ballots must be printed in black ink on white colored material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at each election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

8. If the School District will be contracting to print the ballots for this election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the general election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance of publication once in the official newspaper, by posting a notice, and by notifying the county or legislative district chair of each major political party.

10. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the place where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the general election and in the newspaper of widest circulation once on the day preceding the general election, or once the week preceding the general election if the newspaper is a weekly.

11. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the

ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

12. The clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at the various polling places during the November 5, 2019 general election. The election judges shall act as clerks of election and submit the results to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

13. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

14. Pursuant to agreement with Ramsey County, Ramsey County elections is authorized to carry out all duties and functions of the School District Clerk applicable to this general election.

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

\_\_\_\_\_ and upon vote being taken thereon the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA    )  
  )SS  
COUNTY OF RAMSEY    )

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

WITNESS MY HAND officially as such clerk this \_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
School District Clerk



AGENDA ITEM: **White Bear Lake Township Polling Location Change**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services & Recreation**

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**BACKGROUND:**

There has been a precinct polling location change in White Bear Township P-2. Eagle Brook Church is under construction and the replacement precinct is Lakeshore Players Theatre. It is recommended that the School Board approve the attached resolution to change the polling location in White Bear Township P-2 to Lakeshore Players Theatre since Eagle Brook Church is under construction.

**RECOMMENDED ACTION:**

Administration recommends that the Board approve the resolution to change the polling location for White Bear Lake Township P-2 to the Lakeshore Players Theatre.

White Bear Lake Area Schools  
Ramsey County, Minnesota

RESOLUTION NO. 20\_\_ - \_\_

RESOLUTION CHANGING THE LOCATION OF A POLLING PLACE FOR ELECTION HELD BY THE  
SCHOOL DISTRICT 2019

WHEREAS, on December 18, 2018 the District established polling places and combined polling places for school district elections held during calendar year 2019; and

WHEREAS, Eagle Brook Church was designated as the polling place to serve all territory in Independent School District No. 624 located in White Bear Township, Precinct 2; Ramsey County, Minnesota, and

WHEREAS, Eagle Brook Church has become unavailable to serve as a polling place for the District's Election; and

WHEREAS, Minnesota Statutes, Section 204B.16 authorizes the change in a polling place that was approved before December 31, 2018 if the polling place is not available:

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

1. The polling place for all territory in Independent School District No. 624 located in White Bear Township, Precinct 2; Ramsey County, Minnesota, is hereby changed for elections held in 2019 from Eagle Brook Church to Lakeshore Players Theater, 4941 Long Ave, White Bear Lake, Minnesota.

2. Pursuant to Minnesota Statutes, Section 204B.16, subd. 1a, the District shall send a notice of change in this polling place location to each affected household with at least one registered voter in the precinct. The notice should be sent at least 25 days before the next election by nonforwardable mail stating the location of the new polling place.

Adopted by the School Board of \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
\_\_\_\_\_, Chair

\_\_\_\_\_  
\_\_\_\_\_  
School District Clerk

AGENDA ITEM: **Policy 413, Harassment and Violence**  
MEETING DATE: **July 15, 2019**  
SUGGESTED DISPOSITION: **Operational Item**  
CONTACT PERSON(S): **Matt Mons, Director of Human Resources**

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**BACKGROUND:**

School Board Policy 413, Harassment and Violence, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is recommended for a second reading. There are minor changes in sections II General Statement of Policy and section III. Definitions. In section IV. Reporting Procedures, a sentence was added to D.

The purpose of this policy is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability..

**RECOMMENDED ACTION:**

Approve School Board Policy 413, Harassment and Violence, as recommended by the School Board Policy Committee and Cabinet.

**Adopted: April 29, 1996**

**Revised: January 10, 2005**

**Revised: May 12, 2008**

**Annual Review: August 8, 2011**

**Annual Review: September 10, 2012**

**Annual Review: January 13, 2014**

**Annual Review: October 13, 2014**

**Annual Review: July 11, 2016**

*White Bear Lake Area  
School District #624 Policy 413*

**Annual Review: March 5, 2018**

## **413 HARASSMENT AND VIOLENCE**

### **I. PURPOSE**

The purpose of this policy is to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability.

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

- A. ~~It is~~ The policy of Independent School District No. 624 **is** to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability. The School District prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.
- B. A violation of this policy occurs when any student, teacher, administrator, or other school personnel of the School District harasses, threatens to harass or attempts to harass any student, teacher, administrator or other school personnel or group of students, teachers, administrators, or other school personnel through conduct or communication based on a person's race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability as defined by this policy. (For purposes of this policy, School District personnel includes School Board members, school employees, agents, volunteers, contractors or other persons subject to the supervision and control of the district).
- C. A violation of this policy occurs when any student, teacher, administrator, or other school personnel of the School District inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator or other school personnel or group of students, teachers, administrators, or other school personnel based on a person's race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

- D. The School District will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence, based on a person's race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability, and will take appropriate corrective action.

### III. DEFINITIONS

- A. "Assault" is:
1. an act done with intent to cause fear in another of immediate bodily harm or death;
  2. the intentional infliction of or attempt to inflict bodily harm upon another; or
  3. the threat to do bodily harm to another with present ability to carry out the threat.
- B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability when the conduct:
1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
  2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
  3. otherwise adversely affects an individual's employment or academic opportunities.
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. Protected Classifications;
1. "Disability" means any condition or characteristic that renders a person-a disabled person. A disabled person is any person who:
    - a. has a physical, sensory, or mental impairment which materially limits one or more major life activities;
    - b. has a record of such an impairment; or
    - c. is regarded as having such an impairment.
  2. "Familial status" means the condition of one or more minors being domiciled with:

- a. their parent, ~~or parents or the minor's~~ legal guardian; or
    - b. the designee of the parent or parents or **legal** guardian with the written permission of the parent or parents or **legal** guardian. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
  3. "Marital status" means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
  4. "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors.
  5. "Sex" includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
  6. "Sexual orientation" means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. "Sexual orientation" does not include a physical or sexual attachment to children by an adult.
  7. "Status with regard to public assistance" means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. "Remedial response" means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.
- F. School District Personnel includes school board members, school employees, agents, volunteers, contractors or other persons' subject to the supervision and control of the district.
- G. Sexual Harassment:
1. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually-motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

- a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
  - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
  - c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.
2. Sexual harassment may include, but is not limited to:
- a. unwelcome verbal harassment or abuse;
  - b. unwelcome pressure for sexual activity;
  - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
  - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
  - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
  - f. unwelcome behavior or words directed at an individual because of gender.

H. Sexual Violence;

- 1. Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.
- 2. Sexual violence may include, but is not limited to:
  - a. touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;



- b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
- c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
- d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

I. Violence:

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

#### IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct which may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report Form attached and incorporated by reference to this policy as Addendum A, but oral reports shall be considered complaints as well.
- C. ~~Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.~~
- D. The building principal, principal's designee, or building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receive a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this

policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent.

- E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- G. ~~In the District.~~ The school board hereby designates as the school district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves the a human rights officer, the complaint shall be filed directly with the superintendent.<sup>1</sup>
- H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.
- I. ~~Submission of a good faith complaint or report of harassment or violence 1 In some school districts~~ If the superintendent may be is the human rights officer. ~~If so,~~ an alternative individual shall ~~should~~ be designated by the School Board. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- J. Use of formal reporting forms is not mandatory.
- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible,

consistent with the school district's legal obligations to investigate, ~~to~~ take appropriate action, and ~~to~~ comply with any discovery or disclosure obligations.

- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.
- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate violence or harassment or engage in an act of reprisal or intentional false reporting of violence or harassment may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of violence or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

## **V. INVESTIGATION**

- A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the 413-8 individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

## **VI. SCHOOL DISTRICT ACTION**

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.
- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law. 413-9
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

## **VII. RETALIATION OR REPRISAL**

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy; ~~who~~ testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence; or ~~who~~ testifies, assists,

or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

## **VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES**

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human

Rights, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

## **IX. HARASSMENT OR VIOLENCE AS ABUSE**

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minn. Stat. § 626.556 may be applicable.
- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

## **X. DISSEMINATION OF POLICY AND TRAINING**

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.
- B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- C. This policy shall appear in the student handbook.
- D. The school district will develop a method of discussing this policy with students and employees.
- E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- F. This policy shall be reviewed at least annually for compliance with state and federal law.

**Legal References:** Minn. Stat. § 120B.232 (Character Development Education)

Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)  
Minn. Stat. § 121A.031 (School Student Bullying Policy)  
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
Minn. Stat. § 609.341 (Definitions)  
Minn. Stat. § 626.556 et seq. (Reporting of Maltreatment of Minors)  
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)  
29 U.S.C. § 621 et seq. (Age Discrimination in Employment Act)  
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)  
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)  
42 U.S.C. § 2000d et seq. (Title VI of the Civil Rights Act of 1964)  
42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)  
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)

**Cross References:** WBLASB Policy 102 (Equal Educational Opportunity)  
WBLASB Policy 401 (Equal Employment Opportunity)  
WBLASB Policy 402 (Disability Nondiscrimination Policy)  
WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
WBLASB Policy 406 (Public and Private Personnel Data)  
WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)  
WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)  
WBLASB Policy 506 (Student Discipline)  
WBLASB Policy 514 (Bullying Prohibition Policy)  
WBLASB Policy 515 (Protection and Privacy of Pupil Records)  
WBLASB Policy 521 (Student Disability Nondiscrimination)  
WBLASB Policy 522 (Student Sex Nondiscrimination)  
WBLASB Policy 524 (Internet Acceptable Use and Safety Policy) 413-11  
WBLASB 525 (Violence Prevention)  
WBLASB Policy 526 (Hazing Prohibition)  
WBLASB Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

AGENDA ITEM: **Policy 504, Student Dress and Appearance**

MEETING DATE: **July 15, 2019**

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 and had a first reading in June. There are changes in II. General Statement of Policy in A and C. At the June10 Board meeting, Board member Ellison made the recommendation to change Section C.6 *Head covering, or item that conceals a student identity to Head coverings that conceal a student identity.*

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.

**RECOMMENDED ACTION:**

Approve School Board Policy 504, Student Dress and Appearance, with the recommended changes.



*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*  
*Revised: June 10, 2017*

*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 ~~is~~ 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, and other clothing that is not in keeping with community standards.~~ Clothing that is disruptive to the educational process.
  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~~ Head coverings that conceal a student's identity 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.~~ student's religious practice or belief.)
  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 while attending school district activities.

### 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 506, WBLASD Student Discipline Policy**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

At this time, we are only reviewing the purpose of School Board Policy 506, WBLASD Student Discipline Policy. During the 2019-20 school year the entire policy will be reviewed. The School Board has reviewed the purpose of this policy at the February 25 and May 20 work-study meetings. The Policy Committee and Cabinet are recommending this revised purpose statement for a first reading.

**Current Purpose:** ~~The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.~~

**New Purpose:** White Bear Lake Area Schools recognizes that appropriate school behavior is critical to academic success and sustaining a safe and caring learning community. It is also the intention of this policy to ensure a safe and orderly learning environment for all students and a safe working environment for staff. Effective teaching of school appropriate behavior is the responsibility of the adults in every school. Effective school discipline includes the establishment of high standards of behavior, school cultures of respect and acceptance, instruction in appropriate behavior, time for students to learn appropriate behavior, and fair and proportionate consequences for failure to meet behavior expectations. Students share in the responsibility to uphold and respect the high standards of school behavior that contribute to the ability of all to learn. Effective discipline maximizes the amount of student and staff time and attention spent on teaching and learning and minimizes the amount of student and staff time and attention directed toward behavior that disrupts the learning process. The District looks to parents/guardians and families to partner in the teaching, learning and supporting of appropriate school behavior to maximize the academic success of their students. Effective discipline considers the age and development of the student in framing the instruction in appropriate behavior and the consequences for misbehavior. Effective discipline is educational, not punitive. Effective discipline includes building relationships, repair of harm and restoring relationships and restorative practices to re-engage students in their learning community

**Cross Reference:** (Language from the *St. Cloud Area Schools Discipline Policy* was replicated in drafting this purpose statement.) This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40 through 121A.56.

**RECOMMENDED ACTION:**

Approve the purpose of School Board Policy 506, WBLASD Student Discipline Policy, as recommended by the School Board Policy Committee and Cabinet.

**Adopted: August 26, 1996**

**Revised: August 18, 1997**

**Revised: September 9, 2002**

**Revised: January 10, 2005**

**Revised: March 9, 2009**

**Revised: March 28, 2010**

*White Bear Lake Area  
School Board Policy 506*

**Revised: June 8, 2015**

**Revised: June 13, 2016**

**Revised: April 10, 2017**

**Revised: October 8, 2018**

## **506 WHITE BEAR LAKE AREA SCHOOL DISTRICT STUDENT DISCIPLINE POLICY**

### **I. PURPOSE**

~~The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.~~

White Bear Lake Area Schools recognizes that appropriate school behavior is critical to academic success and sustaining a safe and caring learning community. It is also the intention of this policy to ensure a safe and orderly learning environment for all students and a safe working environment for staff. Effective teaching of school appropriate behavior is the responsibility of the adults in every school. Effective school discipline includes the establishment of high standards of behavior, school cultures of respect and acceptance, instruction in appropriate behavior, time for students to learn appropriate behavior, and fair and proportionate consequences for failure to meet behavior expectations. Students share in the responsibility to uphold and respect the high standards of school behavior that contribute to the ability of all to learn. Effective discipline maximizes the amount of student and staff time and attention spent on teaching and learning and minimizes the amount of student and staff time and attention directed toward behavior that disrupts the learning process. The District looks to parents/guardians and families to partner in the teaching, learning and supporting of appropriate school behavior to maximize the academic success of their students. Effective discipline considers the age and development of the student in framing the instruction in appropriate behavior and the consequences for misbehavior. Effective discipline is educational, not punitive. Effective discipline includes building relationships, repair of harm and restoring relationships and restorative practices to re-engage students in their learning community (Language from the *St. Cloud Area Schools Discipline Policy* was replicated in drafting this purpose statement.) This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40 through 121A.56.

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

The School Board of Independent School District No. 624 recognizes that individual responsibility and mutual respect are essential components of the educational process. The School Board further recognizes that nurturing the maturity of each student is of

primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

- A. All students are entitled to learn and develop in a setting which promotes respect of self, others and property. Proper positive discipline can best result from an environment which provides options and stresses student self-direction, decision-making and responsibility. Schools can function most effectively with clear expectations based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that supports a climate in which learning can take place. Overall climate affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

- B. Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. It is the position of the school district that a fair and equitable district-wide student discipline policy will contribute to the quality of each student's educational experience. This discipline policy is adopted in accordance with The Pupil Fair Dismissal Act, Minn. Stat §§ 121A.40-121A.56, which provides definitions for: Dismissal, Exclusion, Expulsion, and Suspension.

- 1) "Dismissal" means the denial of the current educational program to any ~~pupil~~ student, including exclusion, expulsion, and suspension. It does not include removal from class.
- 2) "Exclusion" means an action taken by the School Board to prevent enrollment or reenrollment of a student ~~pupil~~ for a period that shall not extend beyond the school year.
- 3) "Expulsion" means a School Board action to prohibit an enrolled student ~~pupil~~ from further attendance for up to 12 months from the date the ~~pupil~~ student is expelled.
- 4) "Suspension" means an action by the school administration, under rules promulgated by the School Board, prohibiting a student ~~pupil~~ from attending school for a period of Pupil Fair Dismissal Act no more than ten school days. If a suspension is longer than five days, the suspending administrator must provide the Superintendent with a reason for the longer suspension. This definition does not apply to dismissal from school for one school day or less, except as provided in federal law for a student with a disability. Each suspension action may include a readmission plan. The readmission plan shall include, where appropriate, a provision for implementing alternative education services upon readmission and may not be used to extend the current suspension. Consistent with section 125A.091, subdivision 5, the readmission plan must not obligate a parent to provide a sympathomimetic medication for the parent's child as a condition of readmission. The school administration may not impose consecutive suspensions against the same student ~~pupil~~ for the same



course of conduct, or incident of misconduct, except where the student ~~pupil~~ will create an immediate and substantial danger to self or surrounding persons or property, or where the district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of 15 school days.

Detailed information can be found in IXD.

- C. In view of the foregoing and in accordance with Minn. Stat §§ 121A.55, the School Board with the participation of school district administrators, teachers, employees, students, parents/guardians, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

### **III. AREAS OF RESPONSIBILITY**

- A. School Board: The School Board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of the district's discipline policy.
- B. Superintendent: The Superintendent shall establish guidelines and directives to carry out this policy, holds all school personnel, students and parents/guardians responsible for conforming to this policy, and supports all school personnel performing their duties within the framework of this policy. The Superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents/guardians. Any guidelines or directives established to implement this policy shall be submitted to the School Board for approval and shall be attached to an addendum to this policy.
- C. Building Administrator: The building administrator is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final School Board approval. The building administrator shall give direction and support to all school personnel performing their duties within the framework of this policy. The building administrator shall consult with parents of students conducting themselves in a manner contrary to the policy. The building administrator shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents/guardians. A building administrator, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers: All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.

- E. Other School District Personnel: All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.
- F. Parents and Legal Guardians: Parents/guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students: All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members: Members of the community are important partners in contributing to the atmosphere of mutual respect and student adherence to the Code of Student Conduct Policy.

#### **IV. STUDENT RIGHTS**

All students have a right to an education and the right to learn.

#### **V. STUDENT RESPONSIBILITIES**

All students have the responsibility:

- A. For their behavior and for knowing and obeying all school rules, regulations, policies and procedures;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students enrolled;
- F. To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;

- H. To be aware of and comply with federal, state and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- M. To conduct themselves in an appropriate physical or verbal manner; and
- N. To recognize and respect the rights of others.

## **VI. CODE OF STUDENT CONDUCT – UNACCEPTABLE BEHAVIORS**

- A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds and school property or property immediately adjacent to school grounds, school-sponsored activities or trips, school bus stops, school buses, school vehicles, school contracted vehicles or any other vehicles approved for school district purposes, the area of entrance or departure from school premises or events, and all school-related functions and events. School district property also may mean a student's walking route to and from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students or employees.
  - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
  - 2. The use of profanity or obscene language, or the possession of obscene materials;

3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
6. Violation of the school district's Student Attendance Policy;
7. Opposition to authority using physical force or violence;
8. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment Policy;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
11. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
12. Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
13. Violation of the school district's Weapons Policy;
14. Violation of the school district's Violence Prevention Policy;
15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
16. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
17. Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;

18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
19. Violation of any local, state, or federal law as appropriate;
20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms, or bomb threats;
21. Violation of the school district's Internet Acceptable Use and Safety Policy;
22. Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, pagers, radios, and phones;
23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
28. Possession or distribution of slanderous, libelous, or pornographic materials;
29. Violation of the school district' Bullying Prohibition Policy;
30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing **that** ~~which~~ bears a message ~~which~~ **that** is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;
31. Criminal activity;
32. Falsification of any records, documents, notes, or signatures;

33. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
35. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to toward teachers or other school district personnel;
36. Violation of the school district's Harassment and Violence Policy;
37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
40. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, or that are degrading to other people, or threatening to school property;
41. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
42. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;
44. Violation of the school district's one-to-one device rules and regulations;
45. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students,

school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

47. Students are prohibited from recording other students or employees at school without prior written permission from a teacher or a school administrator.

## **VII. DISCIPLINARY ACTION OPTIONS**

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with the teacher, building administrator, counselor or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or things will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent/guardian contact;
- D. Parent/guardian conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;
- H. Detention or restriction of privileges;
- I. Loss of school privileges, e.g. loss of passing time;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;



- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police or other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under The Pupil Fair Dismissal Act;
- Q. Preparation of an admission or re-admission plan;
- R. Extended detention after school or Saturday School;
- S. Expulsion under The Pupil Fair Dismissal Act;
- T. Exclusion under The Pupil Fair Dismissal Act;
- U. Alternative educational setting; and/or
- V. Other disciplinary action as deemed appropriate by the school district.

## **VIII. REMOVAL OF STUDENTS FROM CLASS**

- A. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, and contacting the student's parents/guardians. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, building administrator, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

- 1. Willful conduct that disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
- 2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;

3. Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

Such removal will be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the Parent(s)/guardian(s) of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent/guardians or guardian to discuss the problem that is causing the student to be removed from class. A district may terminate the enrollment of a nonresident student enrolled under this section or section 124D.08 at the end of a school year if the student meets the definition of a habitual truant under section 206C.007, subdivision 19, the student has been provided appropriate services under chapter 260A, and the student's case has been referred to juvenile court. A district may also terminate the enrollment of a nonresident student over the age of 17 enrolled under this section if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under section 120A.22, subdivision 8.

C. Procedures for Removal of a Student From a Class

In the elementary or secondary schools, if a student is removed from class, the teacher, building administrator or other school district employee will complete a report describing the student's behavior. The student will remain in the custody of the building administrator or his/her designee for the duration of the time prescribed.

D. Responsibility for and Custody of a Student Removed From Class

Teachers removing students from class are required to direct the student to the school office and verify his or her arrival as soon as practicable. The administrator may, at his/her option, assign the student to supervision in another area especially designated for this purpose. Students removed for more than one class period will receive assignments from the teachers to enable the student keep up with his/her class work.

E. Procedures for Return of a Student to a Class from Which the Student Was Removed

The student may return to class after a conference with the appropriate administrator, teacher, and/or the parent(s)/guardian(s). At the time of this conference a definite plan of action will be established, including a review of any existing special education services. Students removed from class will be required to examine and take measures to correct inappropriate conduct.

F. Procedures for Notification

Parents/guardians of students removed from class will be notified as soon as practical of the rule violation that led to the removal, resulting disciplinary action, and conditions for re-admission.

G. Students on an IEP; Special Provisions

1. In cases involving students and in need of special education services, appropriate special education staff will be notified of the removal to determine compliance with the student's IEP and to determine whether further assessment or change in the student's IEP is necessary.
2. In cases involving students with a suspected disability, the student assistance team or school counselor will be notified and the school's pre-referral intervention process will be followed.

H. Devices for Detecting Chemical Use While on School Premises

1. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events. Administration, with reasonable suspicion of student use of alcohol during the school day, may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.

I. Procedures for Addressing Chemical Use or Abuse Problems of Students While on School Premise

1. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia

The use, possession, distribution of, or intent to distribute tobacco or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board policy. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).

- a. Individual building discipline committees are authorized to institute those corrective measures that they consider most effective in view of the age and background of the violator.
- b. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a

violation except when a building administrator shall determine an exception is justified.

2. Use, Possession, Distribution of, or Intent to Distribute Alcohol, Drugs and Paraphernalia

The use, possession, distribution, intent to distribute, and/or make a request to another person for (solicitation) alcohol, narcotics, non-prescribed drugs, non-controlled substances packaged to look like controlled drugs, and other illegal substances on school premises or at a school function is prohibited. No student may appear at any school or school-sponsored function in possession or under the influence of alcohol, non-prescribed drugs, chemicals, or illegal substances. It is unlawful for any person knowingly or intentionally to use, possess, or distribute drug paraphernalia. This policy includes students who have reached the legal age of majority.

- a. If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:
  - (a) The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the concern.
  - (b) The building administrator and/or pre-assessment team will determine what course of action should be taken.
  - (c) Action steps may include: conducting an investigation; gathering objective data from additional staff (i.e. a behavior checklist); scheduling a conference with the student and/or parent(s)/guardian; or conducting a meeting between a single member of the team and the student to discuss the behaviors of concern.
  - (d) Information gathered will be reviewed by the pre-assessment team and/or administrator and a determination of whether or not a chemical use problem exists will be ascertained.
  - (e) If the team determines there is chemical abuse, the team will select an appropriate course of action which may include: parent/guardian conference; referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.
- b. When a student is in violation of the above rules at school, the following intervention procedure shall be followed:
  - (a) The staff member informs the student of the observed violation and/or obtains the student's name and accompanies the student to the office.

- (b) Should the student refuse to go to the office, an administrator shall be called. If possible, the staff member will confiscate the chemicals and/or evidence substantiating the violation/concern.
  - (c) The staff member reports the details of the incident immediately to an administrator.
- c. If the administrator is in agreement with the reporting staff member(s), the following actions will occur:
  - (a) The administrator will follow due process.
  - (b) The administrator will report the violation to the appropriate law enforcement agency by calling “911” or by calling the School Resource Officer.
  - (c) The administrator will notify parent/guardian, review School Board policy with parent(s)/guardian, and inform parent(s)/guardians that the police have been contacted.
  - (d) The student will be interviewed by the police and an administrator/supervisor. When appropriate, the student may be taken to the police station.
- d. School-Based Consequences:
  - (a) First Violation:
    1. The student will be prohibited from attending school and school functions for up to 5 days.
    2. A parent/guardian conference is required prior to readmission.
    3. Upon re-entry, the student will be invited to meet with an appropriate school support resource (e.g. chemical health specialist, school counselor.)
    4. If warranted, chemical health assessment resources will also be shared.
    5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.
  - (b) Second Violation:

1. The student will be suspended from school for five (5) school days. The five-day suspension may be reduced, if school administration receives confirmation/verification that the student attended a chemical health assessment.
2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s) (e.g. community-based professional counseling services).
4. A strong recommendation for student to have a chemical health assessment will be voiced.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

(c) Third Violation:

1. The student will be suspended for up to ten (10) school days pending further investigation.
2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s).
4. The district will advocate for a chemical health assessment for the student.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

I. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct

A. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia

The use, possession, distribution of, or intent to distribute tobacco in any form or tobacco paraphernalia by students in school buildings and on school property is a

violation of School Board Policy. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).

1. Individual building discipline committees are authorized to institute those corrective measures that they consider are most effective in view of the age and background of the violator.
2. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a principal shall determine an exception is justified.

**B. Use of Mood-Altering Chemicals by Participants in Minnesota State High School League Sponsored Activities**

The MSHSL Bylaw 205 applies continuously from the first signing of the Student Eligibility Statement. The WBLAS District reserves the right to apply increased sanctions over those stated by the MSHSL. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor. Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.

**1. First Violation**

- a. After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater.
- b. No exception is permitted for a student who becomes a participant in a treatment program.

**2. Second Violation**

- a. After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.
- b. No exception is permitted for a student who becomes a participant in a treatment program.



3. Third and Subsequent Violations
    - a. After confirmation of the second violation, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or six (60 weeks, whichever is greater.
    - b. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.
  4. Progressive and Consecutive Penalties: Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.
  5. Denial Disqualification: A student shall be disqualified from all interscholastic activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.
- J. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior
1. School staff will contact parents/guardians to make them aware of on-going concern(s) with their students. Staff will relay the school or classroom expectation and possible outcomes if the behavior continues. Parents/guardians will be encouraged to discuss situation with their child and work with school personnel to address behavior proactively. A meeting with parents/guardians and school personnel to review the area of concern may occur.
  2. On-going, inappropriate behavior will be documented on the building referral form. Behavior and consequence will be described and parent(s)/guardian(s) will be contacted by school personnel.
- K. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems
1. During the enrollment process, schools will gather as much information from parents/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns.
  2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day.

3. School administration will have a plan for reviewing attendance records on a regular basis and then act on attendance concerns in accordance with the appropriate county truancy program.
4. Schools should have a formal structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration.
5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior, and social/emotional concerns.
6. Schools may have staff assigned to intervene and support students early on as behavior concerns are surfacing.
7. Schools will work with district office chemical health support staff to assess student behavior and determine whether or not chemical issues are present.
8. Passive Breath Alcohol Sensor Devices may be used to screen student's/student guests for evidence of alcohol consumption at school sponsored events.
9. Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.
10. Schools will work with district office personnel to engage and support students from all cultural backgrounds.
11. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or social-emotional concerns might need to be assessed for special education services.
12. A formal structure should be created to share information as student's transition between schools and grades to assist in continuous support and intervention.
13. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.

## **IX. DISMISSAL**

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.
  1. The school district shall not deny due process of equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

2. The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.
- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on the following grounds:
1. Willful violation of any reasonable School Board regulation, including those found in this policy;
  2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
  3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.
- C. Suspension Procedures
1. "Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent or designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less, except as may be provided in federal law for a student with disability.
  2. If a student's total days of removal from school exceeds ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent(s)/guardian(s) before subsequently removing the student from school and, with the permission of the parent(s)/guardian(s), arrange for a mental health screening for the student at the parent(s) or guardian's expense. The purpose of this meeting is to attempt to determine the student's ~~pupil's~~ need for assessment or other services or whether the parent(s)/guardian(s) should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
  3. Each suspension action shall include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent/guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent/guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation,

screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.

4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine that extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress towards meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6<sup>th</sup>) consecutive day of suspension or the tenth (10<sup>th</sup>) cumulative day of suspension has elapsed. School officials may unilaterally place a student with disabilities in an appropriate interim alternative educational setting for up to 45 days if the student brings a weapon to school or a school function; or knowingly possesses, uses, or sells illegal drugs or controlled substances at school or a school function; or inflicts substantial bodily harm.
5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the **student** ~~pupil~~ to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.
6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

7. After a suspension has been assigned and upon further consideration, school administrators may choose to reduce the length of the suspension or assign alternative consequences.
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56, shall be personally served upon the student at or before the time of suspension is to take effect, and upon the student's parent(s)/guardian(s) by mail within forty-eight (48) hours of the conference.
9. The school administration shall make reasonable efforts to notify the student's parent(s)/guardian(s) of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent(s)/guardian(s) within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the School Board's decision in an expulsion or exclusion proceeding, provided that an alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a School Board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the School Board.
2. "Exclusion" means an action taken by the School Board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the School Board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent(s)/guardian(s).
5. The student and parent(s)/guardian(s) shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent(s)/guardian(s) personally or by mail, and shall contain: a complete statement of the facts; a list

of the witnesses and a description of their testimony; state the date, time and place of the hearing; be accompanied by a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and informing the student and parent(s)/guardian(s) of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department Education (MDE).

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent(s)/guardian(s).
7. All hearings shall be held at a time and place reasonably convenient to the student, Parent(s)/guardian(s) and shall be closed, unless the student, parent(s)/guardian(s) requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The School Board may appoint an attorney to represent the school district in any proceedings.
10. If the student designates a representative other than the Parent(s)/guardian(s), the representative must have a written authorization from the student and the parent(s)/ or guardian(s) providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent(s)/guardian(s), or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent(s)/guardian(s), or authorized representative, shall have the right to compel the presence of any school district employee or agent or any

other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.

14. The student, parent(s)/guardian(s), or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which will be made to the school district and served upon the parties within two (2) days after closing of the hearing.
17. The School Board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The School Board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the School Board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the School Board may appeal the decision to the Commissioner within twenty-one (21) calendar days of School Board action pursuant to Minn. Stat. § 121A.49. The decision of the School Board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion, or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent(s)/guardian(s) by mail of the student's right to attend and to be reinstated in the school district.



E. **Students with a Disability** ~~Disabled Students~~; Special Considerations for Expulsion and/or Alternative Placement

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or Section 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP or Section 504 team and the child's parent(s)/guardian(s) shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP or Section 504 plan. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement.

Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP or Section 504 plan is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

**X. ADMISSION OR READMISSION PLAN**

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parent/guardian involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parent(s)/guardian(s) to provide a sympathomimetic medication for their child as a condition of readmission.

**XI. NOTIFICATION OF POLICY VIOLATIONS**

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by The Pupil Fair Dismissal Act, or other

applicable law. The teacher, building administrator, or other school district officials may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each physical assault of a school district employee by a student within thirty (30) days of the assault. This report must include a statement of the alternative educational services or other sanction, intervention, or resolution given to the student in response to the assault and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the student's age, grade, gender, race, and special education status.

## **XII STUDENT DISCIPLINE RECORDS**

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

## **XIV. OPEN ENROLLED STUDENTS**

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. 124D.03) or Enrollment in Nonresident District (Minn. Stat. 124D.08) at the end of the school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minn. State Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Option Program if the student is absent without lawful excuse for one or more periods of fifteen (15) school days and has not lawfully withdrawn from school.

## **XV. DISTRIBUTION OF POLICY**

The school district will notify students and parent(s)/guardian(s) of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parent(s)/guardian(s) at the commencement of each school year and to all new students and parent(s)/guardian(s) upon enrollment. This policy will also be available upon request in each building administrator's office.

## **XI. REVIEW OF POLICY**

The building administrator and representatives of parent(s)/guardian(s), students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes will be submitted to the superintendent for consideration by the School Board, which shall conduct an annual review of this policy.

**Legal Reference:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)  
Minn. Stat. § 120B.232 (Character Development Education)  
Minn. Stat. § 121A.26 (School Pre-Assessment Teams)  
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)  
Minn. Stat. §§121A.40 to 121A.56 (The Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)  
Minn. Stat. §§ 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. §§ 121A.60 to 121A.61 (Removal From Class)  
Minn. Stat. § 123A.05 (Area Learning Center Organization)  
Minn. Stat. §§ 124D.03 (Enrollment Options Program)  
Minn. Stat. §§ 124D.08 (Enrollment in Nonresident District)  
Minn. Stat. Ch. 125A (Student With Disabilities)  
Minn. Stat. Ch. 260A (Truancy)  
Minn. Stat. Ch. 260C (Juvenile Court Act)  
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)  
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973 § 504)  
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

**Cross Reference:** WBLASB Policy 413 (Harassment and Violence)  
WBLASB Policy 501 (School Weapons)  
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
WBLASB Policy 503 (Student Attendance)  
WBLASB Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)  
WBLASB Policy 514 (Bullying Prohibition Policy)  
WBLASB Policy 524 (Internet Acceptable Use and Safety Policy)  
WBLASB Policy 525 (Violence Prevention)  
WBLASB Policy 526 (Hazing Prohibition)  
WBLASB Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)  
WBLASB Policy 610 (Field Trips)  
WBLASB Policy 709 (Student Transportation Safety Policy)  
WBLASB Policy 711 (Video Recording on School Buses)  
WBLASB Policy 712 (Video Surveillance Other Than on Buses)  
Language from the St. Cloud Area Schools Discipline Policy was replicated in drafting this purpose statement.

AGENDA ITEM: **Policy 525, Violence Prevention**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

School Board Policy 525, Violence Prevention, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June, and is being recommended for a second reading. The changes are in II. General Statement of Policy in A and B; section III. Implementation of Policy in D, F, and J; and in legal references.

The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior.

The school board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority, and they should be protected from physical or emotional harm during school activities, and on school grounds, buses, or field trips while under school district supervision.

**RECOMMENDED ACTION:**

Approve School Board Policy 525, Violence Prevention, as recommended by the School Board Policy Committee and Cabinet.

## **525 VIOLENCE PREVENTION**

### **I. PURPOSE**

The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior.

The school board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority, and they should be protected from physical or emotional harm during school activities, and on school grounds, buses, or field trips while under school district supervision.

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

- A. ~~It is~~ The policy of the school district **is** to strictly enforce its weapons policy (Policy 501).
- B. ~~It is~~ The policy of the school district **is** to act promptly in investigating all acts, or formal or informal complaints, of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- C. The administration will periodically review discipline policies and procedures, prepare revisions if necessary and submit them to the school board for review and adoption.
- D. The school district will implement approved violence prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

### **III. IMPLEMENTATION OF POLICY**

- A. The school board will review and approve policies to prevent and address violence in our schools. The superintendent or designee will develop procedures to effectively implement the school weapons and violence prevention policies. It shall be incumbent on all students and staff to observe all policies and report violations to the school administration.

- B. The school board and administration will inform staff and students annually of policies and procedures related to violence prevention and weapons.
- C. The school district will act promptly to investigate all acts and formal and informal complaints of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- D. The consequences set forth in the school weapons policy (Policy 501) will be imposed upon any student or nonstudent who possesses, uses or distributes a weapon when ~~in~~ at a school location, on a school bus or in another school district vehicle or anywhere while attending a school district activity or conducting school district business.
- E. The consequences set forth in the school hazing policy (Policy 526) will be imposed upon any student or staff member who commits an act against a student or staff member; or coerces a student or staff member into committing an act, that creates a substantial risk of harm to a person in order for the student or staff member to be initiated into or affiliated with an organization, or for any other purpose.
- F. Students who engage in assault or violent behavior will be removed from the classroom immediately and for a period of time deemed appropriate by the principal, in consultation with the teacher, pursuant to the student discipline policy (Policy 506).
- ~~F.G.~~ Students with disabilities may be expelled for behavior unrelated to their disabilities, subject to the procedural safeguards required by the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and the Pupil Fair Dismissal Act.
- ~~G.H.~~ Procedures will be developed for the referral of any person in violation of this policy or the weapons policy to the local law enforcement agency in accordance with Minn. Stat. 121A.05.
- ~~H.I.~~ Students who wear objectionable emblems, signs, words, objects, or pictures on clothing communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or that approves, advances, or provokes any form of religious, racial or sexual harassment or violence against other individuals as defined in the Harassment and Violence Policy (Policy 413) will be subject to the procedures set forth in the Student Dress and Appearance Policy (Policy 504). "Gang" as used 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. A "pattern of 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.

- I.J. This policy is not intended 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 lewd, vulgar, obscene, defamatory, profane, ~~do not denoting~~ denote gang affiliation, advocating harassment or violence against others, disruptive to the educational process, or causing others to react in a violent or illegal manner. (Policy 504)

#### **IV. PREVENTION STRATEGIES**

The school district has adopted and will implement ~~the following~~ prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

#### **V. STUDENT SUPPORT**

- A. Students will have access to school-based student service professionals, when available, including counselors, nurses, social workers, and psychologists who are knowledgeable in methods to assist students with violence prevention and intervention.
- B. Students will be apprised of school board policies designed to protect their personal safety.
- C. Students will be provided with information as to school district and building rules regarding weapons and violence.
- D. Students will be informed of resources for violence prevention and proper reporting.

#### **VI. PERSONNEL**

- A. School district personnel shall comply with the school weapons policy (Policy 501) and the school hazing policy (Policy 526).
- B. School district personnel shall be knowledgeable of violence prevention policies and report any violation to school administration immediately. School district



personnel will be informed annually as to school district and building rules regarding weapons and violence prevention.

- C. School district personnel or agents of the school district shall not engage in emotionally abusive acts including malicious shouting, ridicule, and/or threats or other forms of corporal punishment.

**Legal References:** Minn. Stat. § 1.43, Subd. 16 (School District or Charter School Disclosure of Violence or Inappropriate Sexual Contact)  
Minn. Stat. § 120B.22 (Violence Prevention Education)  
Minn. Stat. § 120B.232 (Character Development Education)  
Minn. Stat. § ~~121A.57~~ 121A.035 (Crisis Management Policy)  
Minn. Stat. § 121A.05 (Policy to Refer Firearms Possessor)  
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)  
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)  
Minn. Stat. § 121A.64 (Notification)  
Minn. Stat. § 121A.69 (Hazing Policy)  
Minn. Stat. § 181.967, Subd. 5 (School District Disclosure of Violence or Inappropriate Sexual Contact)  
18 U.S.C. § 921 (Definition of Firearm)  
20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Improvement Act of 2004)  
29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)  
*Tinker v. Des Moines Indep. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*Stephenson v. Davenport Cmty. Sch. Dist.*, 110 F.3d 1303 (8th Cir. 1997)  
*McIntire v. Bethel School*, 804 F.Supp. 1415, 78 Educ. L.Rep. 828 (W.D. Okla. 1992)  
*Olesen v. Board of Educ. of Sch. Dist. No. 228*, 676 F.Supp. 820, 44 Educ. L.Rep. 205 (N.D. Ill. 1987)

**Cross References:** WBLASB Policy 413 (Harassment and Violence)  
WBLASB Policy 501 (Weapons)  
WBLASB Policy 504 (Student Dress and Appearance)  
WBLASB Policy 506 (Student Discipline)  
WBLASB Policy 507 (Corporal Punishment)  
WBLASB Policy 514 (Bullying Prevention Policy)  
WBLASB Policy 526 (Hazing Prohibition)  
~~MSBA Service Manual, Chapter 6, District Education Program (A-11: Student Suspension, Exclusion and Expulsion)~~  
WBLASB Policy 529 (Staff Notification of Violent Behavior by Students)

AGENDA ITEM: **Policy 611, Homeschooling**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

School Board Policy 611, Homeschooling, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June, and is being recommended for a second reading. The changes are in section V. Textbooks, Instructional Material, Standard Tests; with minor changes in sections VI. Student Support Services; VIII. Shared Time Programs; and IX. Optional Cooperative Arrangements.

The purpose of this policy is to recognize and provide guidelines, in accordance with state law, for parents who wish to have their children receive education in a homeschool alternative to an accredited public or private school.

**RECOMMENDED ACTION:**

Approve School Board Policy 611, Homeschooling, as recommended by the School Board Policy Committee and Cabinet.

*Adopted: August 27, 2001*  
*Revised: May 9, 2005*  
*Revised: December 10, 2012*

*White Bear Lake Area School Board Policy #611*

## **611 HOMESCHOOLING**

### **I. PURPOSE**

The purpose of this policy is to recognize and provide guidelines, in accordance with state law, for parents who wish to have their children receive education in a homeschool alternative to an accredited public or private school.

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

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1).

### **III. CONDITIONS FOR HOME SCHOOLING**

The person in charge of a homeschool and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

### **IV. IMMUNIZATION**

The parent or guardian of a homeschooled child shall submit immunization statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4 and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and by October 1 of the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

### **V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS**

Upon formal request as required by law, the school district will loan or provide textbooks, individualized instructional **or cooperative learning** materials, **software or other educational technology** and standardized tests for use by a homeschooled child as provided in Minn. Stat. § 123B.42 and Minnesota Rules Chapter 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40 to 123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

### **VI. ~~PUPIL~~ **STUDENT** SUPPORT SERVICES**

Upon formal request as required by law, the school district will provide ~~pupil~~ **student** support services in the form of health services and counseling and guidance services to a

home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Chapter 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40 to 123B.48 for any of these purposes.

## **VII. EXTRACURRICULAR ACTIVITIES**

Resident ~~pupils~~ **students** who receive instruction in a homeschool (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1 and 123B.49, Subd. 4)

## **VIII. SHARED TIME PROGRAMS**

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared-time ~~pupil~~ **students** on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any ~~pupils student~~ on a shared-time basis.
- B. The school district may limit enrollment of shared-time ~~pupils~~ **students** in such classes based on the capacity of a program, class, grade level, or school building. The School Board and administration retain sole discretion and control over scheduling of all classes and assignment of shared-time ~~pupils~~ **students** to classes.

## **IX. OPTIONAL COOPERATIVE ARRANGEMENTS**

- A. Activities.
  - 1. Minnesota State High School League sponsored activities where six or more students receive instruction in the home school or the home school students are not residents of the school district.

A homeschool which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Rule 403.00. The approval of such an arrangement shall be at the discretion of the school board.

    - a. The homeschool must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.

- b. The homeschool is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
  - c. A homeschool **that** ~~which~~ is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Rule 403.00. The approval of such an arrangement shall be at the discretion of the School Board.
  - d. The homeschool is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the homeschool.

A homeschooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the School Board to participate in the activity and the payment of any activity fees associated with the activity. However, homeschool students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the School Board.

**B. Transportation services.**

- 1. The school district may provide nonpublic, nonregular transportation services to a homeschooled child.
- 2. The School Board ~~of the school district~~ retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

**Legal References:** Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36 (School Boards May Require Fees)  
Minn. Stat. § 123B.41 (Definitions)  
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)  
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)

Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)  
Minn. Stat. § 123B.86 (Equal Treatment-Transportation)  
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)  
Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Rules Chapter 3540 (Textbooks, Individualized Instruction  
Materials, Standardized Tests)

**Cross References:** WBLASB Policy 509 (Enrollment of Nonresident Students)  
WBLASB Policy 510 (School Activities)

AGENDA ITEM: **Policy 802, Disposition of Obsolete Equipment and Material**

MEETING DATE: **July 15, 2019**

SUGGESTED DISPOSITION: **Operational Item**

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

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**BACKGROUND:**

School Board Policy 802, Disposition of Obsolete Equipment and Material, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June, and is being recommended for a second reading. There are minor changes throughout.

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

**RECOMMENDED ACTION:**

Approve School Board Policy 802, Disposition of Obsolete Equipment and Material, as recommended by the School Board Policy Committee and Cabinet.



*Adopted: August 18, 1997*  
*Revised: August 27, 2001*  
*Revised: March 9, 2009*  
*Revised: May 11, 2015*

*White Bear Lake Area  
School District #624 Policy 802*

## **802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL**

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

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

Effective use of school building space, and consideration for safety of students, ~~personnel~~ staff, and visitors will at times require disposal of obsolete equipment and material.

### **III. DEFINITIONS**

- A. “Contract” means an agreement entered into by the school district for the sale of supplies, materials or equipment.
- B. “Official newspaper” is a regular issue of a qualified legal newspaper.

### **IV. MANNER OF DISPOSITION**

- A. Authorization.

The superintendent, or his/her designee, shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the School Board. The superintendent shall be authorized to properly dispose of used books, materials and equipment deemed to have little or no value.

Contracts over \$100,000 \$175,000

1. If the value of the equipment or materials is estimated to exceed \$100,000, \$175,000 sealed bids shall be solicited by two weeks’ published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the School Board shall deem necessary.
2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.

3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the lowest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
4. In the case of identical high bids from two or more bidders, the School Board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the School Board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not go below the original bid. If no satisfactory bid is received, the Board may re-advertise.
5. All bids obtained shall be kept on file for a period of at least one year after receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until re-solicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data become public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to ~~\$100,000~~ \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed ~~\$100,000~~ \$175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts ~~From less than \$25,000~~ \$25,000 or Less

If the amount of the sale is estimated to be ~~less than~~ \$25,000 or less, the contract may be made either upon quotation or in the open market in the discretion of the School Board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation.

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees.

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction, or by the quotation procedures specified above. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of school district business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment by conveying the property and title to:

1. another school district;

2. the State Department of Corrections;
3. the Board of Trustees of Minnesota State Colleges and Universities; or
4. the family of a student residing in the district whose total family income meets the federal definition of poverty.

***Legal References:*** Minn. Stat. § 13.591 (Business Data)  
Minn. Stat. §15.054 (Public Employees Not to Purchase Merchandise  
From Governmental Agencies; Exceptions; Penalties)  
Minn. Stat. §123B.29 (Sale of School Building at Auction)  
Minn. Stat. § 123B.52 (Contracts)  
Minn. Stat. §471.345 (Uniform Municipal Contracting Law)  
Minn. Stat. §645.11 (Published Notice)

***Cross References:*** MSBA Service Manual, Chapter 13, School Law Bulletin “F” (School  
District Contract and Bidding Procedures)