

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

October 12, 2020

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*
- *A culture that respects diverse 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: October 5, 2020

A meeting of the White Bear Lake Area School Board will be held on **Monday, October 12, 2020** at 7:00 p.m. in the auditorium at District Center, 4855 Bloom Avenue, White Bear Lake.

Please note: This meeting is open to the public with room capacity limits while staying six feet apart and wearing a mask.

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 for 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 who wish to address the School 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 School Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. School District policy and data privacy laws preclude the School Board from publicly discussing student matters or data, including information, which, if discussed in a public meeting could violate law or policy.

7. An appropriate school district official will be assigned to contact the speaker with answers to his/her questions or with follow-up information.
8. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.
9. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.
10. 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.

C. INFORMATION ITEMS

1. Superintendent's Report

D. DISCUSSION ITEMS

1. October Enrollment Update
2. First Reading of School Board Policies
 - a. Policy 301, School District Administration
 - b. Policy 302, Superintendent
 - c. Policy 303, Superintendent Selection
 - d. Policy 304, Superintendent's Contract, Duties
 - e. Policy 305, Implementation
 - f. Policy 306, Administrator Code of Ethic
 - g. Policy 496, Faculty and Staff Dress and Appearance Policy
 - h. Policy 520, Student Survey
 - i. Policy 521, Student Disability Nondiscrimination
 - j. Policy 807, Health and Safety

E. OPERATIONAL ITEMS

1. Action on the Approval of Refunding of Oneka Elementary Bond, General Obligations Bonds 2020C
2. Action on Matoska Elementary Bids
3. Action on Vadnais Heights Elementary Bids
4. Action on Willow Lane Elementary Bids
5. Action on South Campus Gym Addition Bids
6. Action on Life & Long Term Disability Insurance Rates Effective January 1, 2021
7. Action on Health & Dental Insurance Rates Effective January 1, 2021
8. Action on Memorandum of Understanding with White Bear Lake Area Educators
9. Action on Revocation of Resolution Establishing School District Primary Elections System
10. Action on Designation of Identified Official with Authority for the MDE External User Access Recertification System

11. Second Reading of School Board Policies
 - a. Policy 412, Expense Reimbursement
 - b. Policy 705, Investments

F. DISCUSSION

1. Review of Superintendent's Evaluation*

G. BOARD FORUM

H. ADJOURNMENT

*This portion of the meeting may be closed to discuss evaluation of superintendent, pursuant to Minnesota Statutes 13D.05, Subd. 3(a).

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **October 12, 2020**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

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

Consent Agenda

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

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: **October 12, 2020**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Jessica Ellison School Board Clerk**

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 meeting of the White Bear Lake Area School Board was held on **Monday, September 14, 2020** at 7:00 p.m. in the auditorium at District Center, 4855 Bloom Avenue, White Bear Lake, with room capacity limits while staying six feet apart and wearing a mask.

A. PROCEDURAL ITEMS

1. Chair Mullin called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman.
3. Ex-Officio: Dr. Wayne Kazmierczak
4. Pledge of Allegiance
5. Chapman moved and Ellison seconded to approve the agenda as presented. ***Roll call vote: ayes, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.***
6. Thompson moved and Arcand seconded to approve the consent agenda consisting of:
 - Approval of minutes for a special work session (Emergency Meeting) on August 7, regular School Board meeting on August 10; and special work session on August 24;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Approve field trip request;
 - Passage of resolution to approve personnel issues to include:
 - **RESIGNATION/TERMINATION/NON-RENEWAL– CLASSIFIED STAFF**
ELIZABETH BOLEEN – Administration and Attendance Clerk, Sunrise Park Middle School. Employed by District 624 since 08/31/2007
Effective Date: 08/25/2020
HOLLI BRAASCH – Nutrition Services Assistant, Sunrise Park Middle School
Employed by District 624 since 12/06/2018
Effective Date: 08/19/2020
EMMA HAMLIN– Pupil Support Assistant, TEC
Employed by District 624 since 01/21/2020
Effective Date: 08/26/2020
CLAY HOCKING– Pupil Support Assistant, Oneka Elementary
Employed by District 624 since 09/02/2019
Effective Date: 09/04/2020
LAURIE HUBIN– Pupil Support Assistant, WBLAHS South Campus
Employed by District 624 since 09/01/2005
Effective Date: 08/21/2020
CLAUDIA MEDIN– Pupil Support Assistant, Oneka Elementary
Employed by District 624 since 09/04/2018
Effective Date: 08/28/2020
VIRGINIA SCHROEDER– Pupil Support Assistant, Early Childhood
Employed by District 624 since 11/02/2018
Effective Date: 08/15/2020
CASSANDRA SCHWARTZ – Nutrition Services Assistant, Sunrise Park Middle School
Employed by District 624 since 04/02/2018
Effective Date: 08/21/2020

HEIDI SIEBENALER– Nutrition Services Assistant, Birch Lake Elementary
Employed by District 624 since 01/02/2019
Effective Date: 08/12/2020

WILLIAM SPROULS– Pupil Support Assistant, Matoska Elementary
Employed by District 624 since 09/07/2020
Effective Date: 09/07/2020

SCOTT STARK – Custodian, WBLAHS – South & Vadnais Elementary
Employed by District 624 since 07/13/2020
Effective Date: 08/13/2020

LISA TIBBITTS– Pupil Support Assistant, Birch Lake Elementary and Central
Middle School. Employed by District 624 since 09/02/2019
Effective Date: 08/21/2020

MARY VIAVATTINE– Building Assistant, Vadnais Heights Elementary
Employed by District 624 since 08/23/2019
Effective Date: 08/16/2020

ANA WHITE– Pupil Support Assistant, Oneka Elementary
Employed by District 624 since 01/02/2018
Effective Date: 09/04/2020

HEATHER ZAHN– Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 10/24/2017
Effective Date: 09/03/2020

➤ **RESIGNATION/TERMINATION/NON-RENEWAL– CERTIFIED STAFF**

JAYSA DERMODY– LTS Intervention Teacher, Otter Lake Elementary
Employed by District 624 since 11/27/17
Effective Date: 08/18/2020

JENNIFER SCHWIEGER– Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2018
Effective Date: 08/31/2020

MERRILY WOLTERS– Literacy Coach, District Wide
Employed by District 624 since 09/22/1997
Effective Date: 09/09/2020

KIMBERLY YOUNG– School Social Worker, Willow Lane Elementary
Employed by District 624 since 08/21/2017
Effective Date: 08/20/2020

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

VICTORIA GREEN–School Readiness Outreach Facilitator, Early Childhood
Employed by District 624 since 08/15/2016
Effective Date: 08/28/2020

STEPHANIE KANE-BURBACK–Extended Day Site Supervisor, Birch Lake
Elementary. Employed by District 624 since 05/22/2017
Effective Date: 08/18/2020

ARIANA MIRON–Communication Specialist, District Center
Employed by District 624 since 11/15/2016
Effective Date: 09/04/2020

MADISON VAN OSTRAND–Bear FUNdamentals Lead Instructor, Birch Lake
Elementary
Employed by District 624 since 11/07/2018
Effective Date: 08/31/2020

CHENTE XIONG–Cultural Liaison, Early Childhood
Employed by District 624 since 08/20/2019
Effective Date: 08/28/2020

- **RETIREMENT– CLASSIFIED STAFF**
ANNETTE RUDIE– Behavior Management Assistant, Hugo Elementary
Employed by District 624 since 01/27/1998
Effective Date: 09/08/2020
MICHELLE SATHER– Nutrition Services Assistant, Vadnais Heights Elementary
Employed by District 624 since 09/3/2013
Effective Date: 08/24/2020
- **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
RACHEL LEAFBLAD– Pupil Support Assistant, Normandy Park
Increase in hours, from 12.0 hrs. per week to 24.0 hrs. per week
Effective Date: 09/07/2020
- **CHANGE IN ASSIGNMENT - CERTIFIED**
JODY RYAN– Health Teacher, WLAHS – South Campus
From .3 FTE to .2 FTE
Effective Date: 2020-2021 School Year
JOSHUA DERY– Tech Ed Teacher, WBLAHS – North & South Campus
From .8 FTE to 1.0 FTE
Effective Date: 2020-2021 School Year
CHRISTINA FREEMAN– FACS Teacher, WBLAHS – North Campus
From .8 FTE to 1.0 FTE
Effective Date: 2020-2021 School Year
- **CHANGE IN ASSIGNMENT – NON-AFFILIATED**
DELAINE FICEK– From Activity Leader, Birch Lake & Vadnais Heights Elementary. To Interim Out of School Time Site Supervisor, Birch Lake Elementary. Effective Date: 08/31/2020
- **EXTRA ASSIGNMENT – CERTIFIED STAFF**
DANIEL ROSSITER – .2 Industrial Tech Teacher, WBLAHS – North Campus
MA+45, Step 13, \$18,905.40
Effective Date: 2020-2021 School Year
- **TEMPORARY CHANGE IN ASSIGNMENT – CERTIFIED STAFF**
KADI GROPPOLI – From .8 FTE Occupational Therapist, Districtwide
To 1.0 FTE Occupational Therapist, Districtwide
Effective Date: 2020-2021 School Year
- **FULL TIME LEAVE OF ABSENCE – CERTIFIED STAFF**
KARLA CUMMINS–Social Studies Teacher, South Campus
Employed by District 624 since 09/06/1996
Effective Date: 2020-2021 School Year
BETH ENGLUND–Grade 2 Teacher, Oneka Elementary
Employed by District 624 since 08/24/1998
Effective Date: 08/31/2020 through 01/01/2021
SADIE HAUER–Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/19/2019
Effective Date: 08/31/2020 through 11/20/2020
BARBARA HUNT–Mathematics Teacher, Sunrise Park Middle School
Employed by District 624 since 08/21/2017
Effective Date: 08/31/2020 through 10/09/2020
JENNIFER MCPHERSON–School Psychologist, Willow Lane Elementary
Employed by District 624 since 02/27/2015
Effective Date: 08/31/2020 through 11/20/2020

BENJAMIN NAKAGAKI–AVID/RTI Teacher, WBLAHS – North Campus
Employed by District 624 since 08/25/2005
Effective Date: 2020-2021 School Year

TRUDY NODGAARD–FACS Teacher, WBLAHS – North Campus
Employed by District 624 since 08/29/2016
Effective Date: 2020-2021 School Year

MICHELLE PADDEN–Health/DAPE Teacher, Central Middle School
Employed by District 624 since 08/21/2017
Effective Date: 08/31/2020 through 01/29/2021

PAMELA SCHEUERELL–Special Education Teacher, WBLAHS – North Campus
Employed by District 624 since 04/22/2015
Effective Date: 08/31/2020 through 09/25/2020

PAUL SEEBA–Social Studies Teacher, WBLAHS – North Campus
Employed by District 624 since 08/30/1999
Effective Date: 2020-2021 School Year

HEIDI WALSH–5th Grade Teacher, Vadnais Heights Elementary
Employed by District 624 since 08/21/2013
Effective Date: 2020-2021 School Year

➤ **FULL TIME LEAVE REQUEST – NON-AFFILIATED**

JENNIFER FUNK– Chemical Health Specialist, Normandy Park
Employed by District 624 since 08/25/2014
Effective Date: 08/31/2020 through 09/25/2020

BOBBIE OSTERGREN– Preschool Teacher, Normandy Park
Employed by District 624 since 09/10/2018
Effective Date: 09/14/2020 through 11/06/2020

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

LAUREN KELZENBERG– Pupil Support Assistant, Sunrise Middle School
\$19.53 per hr., 32.5 hrs. per week, \$22,342.32
Effective Date: 09/14/2020

PATRICIA MISGEN– Building Assistant, Vadnais Heights Elementary
\$18.34 per hr., 23.5 hrs. per week, \$15,701.42
Effective Date: 09/07/2020

CAMELA RAEBURN– Behavior Management Assistant, Birch Lake Elementary.
\$19.53 per hr., 32.5 hrs. per week, \$22,977.04
Effective Date: 09/07/2020

ROSANNA ROGERS– Pupil Support Assistant, Lincoln Elementary
\$19.53 per hr., 32.5 hrs. per week, \$10,726.85
Effective Date: 09/14/2020

ANDREW SCHMIDT– Behavior Management Assistant, Matoska Elementary
\$19.53 per hr., 32.5 hrs. per week, \$22,342.32
Effective Date: 09/14/2020

LISA SERVATIUS– Pupil Support Assistant, Sunrise Middle School
\$19.53 per hr., 32.5 hrs. per week, \$22,342.32
Effective Date: 09/14/2020

PHOUA YANG– Media Clerk & Lunchroom Assistant, Willow Lane Elementary.
\$18.34 per hr., 22.5 hrs. per week, \$15,350.58
Effective Date: 08/31//2020

➤ **NEW PERSONNEL – CERTIFIED STAFF**

ALEX DOUCETTE– Social Studies Teacher, WBLAS – South Campus
MA Step 1, \$50,061.00
Effective Date: 2020-2021 School Year

ALYSSA KASUSKE– .8 FTE Intervention Teacher, Oneka Elementary
MA Step 4, \$43,727.20
Effective Date: 2020-2021 School Year

EMMA ROBINSON– 5th Grade Teacher, Birch Lake Elementary
BA Step 2, \$46,577.00
Effective Date: 2020-2021 School Year

KAY ZWIERS– Special Education Teacher, Otter Lake Elementary
MA Step 3, \$52,891.15.00
Effective Date: 09/10/2020

➤ **NEW PERSONNEL – NON-AFFILIATED**

MELINDA FIERRO– Research, Evaluation and Assessment Coordinator,
District Office. \$110,000 (Prorated based on start date \$95,192.30)
Effective Date: 08/19/2020

➤ **LONG TERM SUBSTITUTE – CERTIFIED STAFF**

HALAT BASHEER– Mathematics Teacher, WBLAHS – North and South
Campus. MA, Step 1, \$50,061.00
Effective Date: 2020-2021 School Year

ALAN GRUND– Grade 4 Teacher, Otter Lake Elementary
MA, Step 3, \$21,618.26
Effective Date: 08/31/2020 – 12/22/2020

CORY HAZARD– .3 Health and .6 DAPE Physical Education, Central Middle
School
MA, Step 1, \$50,061

Effective Date: 08/31/2020 – 01/29/2021

MICHELLE HENDRICKSON– Special Ed Teacher, Otter Lake Elementary
MA, Step 6, \$16,095.22
Effective Date: 08/31/2020 – 11/20/2020

BETHANY HIBBARD– Grade 5 Teacher, Otter Lake Elementary
BA, Step 1, \$45,659.00
Effective Date: 2020-2021 School Year

MARCIA JOHNSON– Music Teacher, Lincoln Elementary
MA, Step 1, \$7,741.39
Effective Date: 08/31/2020 – 10/12/2020

MICHAEL LEHENBAUER– Grade 2 Teacher, Oneka Elementary
MA, Step 1, \$18,192.27
Effective Date: 09/14/2020 – 12/22/2020

NICHOLAS LUNDELL– .5 FTE Language Arts, Sunrise Middle School
MA, Step 1, \$22,594.14
Effective Date: 2020-2021 School Year

ALYSSA LUDENS– 5th Grade Teacher, Vadnais Heights Elementary
BA, Step 1, \$45,659.00
Effective Date: 2020-2021 School Year

LEIGH MILLS– 1st Grade Teacher, Hugo Elementary
BA, Step 2, \$22,448.19
Effective Date: 08/31/2020 through 01/19/2021

SHANA MORRISSETTE– .5 FTE Intervention Teacher, Otter Lake Elementary
MA, Step 2, \$25,813.00
Effective Date: 2020-2021 School Year

ALYSSA MORRISON– 1.0 FTE Social Studies, Central Middle School
MA, Step 1, \$50,061
Effective Date: 2020-2021 School Year

AMANDA POMERLEAU– .9 FTE Social Studies, South Campus High School
MA, Step 1, \$50,061

Effective Date: 2020-2021 School Year

JODY VERDEGAN– 1st Grade Teacher, Otter Lake Elementary
MA, Step 1, \$26,191.70

Effective Date: 08/31/2020 through 01/29/2020

Roll call vote: ayes, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman. Nays, none. Motion carried.

B. PUBLIC FORUM – Nicole Ferderer – Encouraged Board to consider five-day in-school model for elementary students.

C. INFORMATION ITEMS

1. Update from White Bear Lake Area Educational Foundation – Andrea Loppnow, President of the White Bear Lake Educational Foundation, and Lori Arnold, Executive Director, presented information on what the Foundation has been doing for the district. They also talked about their big fundraiser that is scheduled virtually for October 1 at 6:30 p.m. It is an online event. Free to register, but an optional \$50 VIP registration option. “Orange Tuesday,” online fundraiser on December 1.
2. Superintendent’s Report – Dr. Kazmierczak provided information on the following topics:
a) welcome back to school, b) post photos with #BacktoSchoolBears hashtag on Facebook, c) thank you to everyone who helped prepare for the start of the school year, d) isd624.org/Fall2020 for information about the school year, and e) district is hiring for various positions.

D. DISCUSSION ITEMS

1. Opening Enrollment Report – Tim Wald, Assistant Superintendent of Finance and Operations, provided school enrollment for the first day of school. He will provide a full report in October.
2. First Reading of School Board Policies
 - a. Policy 412, Expense Reimbursement
 - b. Policy 412, Procedures
 - c. Policy 705, InvestmentsPolicy 412 and 705 will be placed on the October 12 School Board meeting agenda for action.

E. OPERATIONAL ITEMS

1. Newmaster moved and Chapman seconded to approve the conveyance of the property at 4969 Division Ave from the City of White Bear Lake to the School District for the purpose of accommodating the expansion and improvement of the current North Campus site. ***Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman. Nays, none. Motion carried.***
2. Arcand moved and Newmaster seconded to approve the resolution to refinance the series 2012B General Obligation School Building Refunding Bonds. ***Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.***

3. Ellison moved and Thompson seconded to approve the revised list of official depositories for School District funds and authorized bank accounts and signatures for 2020. **Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.**
4. Chapman moved and Newmaster seconded to approve Policy 808, Face Coverings, as recommended by the School Board Policy Committee and Cabinet. **Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.**
5. Ellison moved and Thompson seconded to approve the adjusted 2020-21 school calendar as recommended by administration. **Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.**
6. Purchase Agreements – Chapman moved and Ellison seconded to go into closed session at 8:01 p.m. to discuss the purchase agreements. **Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.**

Newmaster moved and Thompson seconded to bring the Board back into open session at 8:41 p.m. **Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.**

Thompson moved and Newmaster seconded to approve the purchase agreement for the property described as PID#143022120017 located in the City of White Bear Lake, County of Ramsey, State of Minnesota. The Board authorizes the Superintendent and the Assistant Superintendent for Finance and Operations to sign all documents as necessary to acquire said property. **Roll call vote, ayes: Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Chapman. Nays, none. Motion carried.**

- F. **BOARD FORUM** – Board members thanked the administration, teachers, custodians, bus drivers, cooks, paraeducators, clerical, and all staff for a great start to the school year. Different members stated their children had a great first day.
- G. **ADJOURNMENT** - Arcand moved and Mullin seconded to adjourn the meeting at 8:45 p.m. **Roll call vote: ayes, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman Nays, none. Motion carried.**

Submitted by Jessica Ellison, clerk

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

A work session of the White Bear Lake Area School Board was held on **Monday, September 28, 2020**, at 5:30 p.m. in the Auditorium at the District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting was open to the public with room capacity limits while staying six feet apart and wearing a mask.

WORK SESSION AGENDA

A. PROCEDURAL ITEMS

1. Call to Order – Chair Mullin called the meeting to order at 5:30 p.m.
2. Roll Call – Present: Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman, Ellison.

B. DISCUSSION ITEMS

1. Overview of Conscious Discipline – *Lisa Ouren introduced the Student Support Services staff Angela Drang, Kristen Johnson, and Jill Tessman who provided a brief overview of Conscious Discipline.*
2. 2020-21 Strategic Priorities
 - a. Update on Equity Action Plan - *Dr. Marcellus Davis, Director of Equity and Engagement, and Mr. Sebastian Witherspoon, Executive Director of Equity Alliance MN, provided an overview of how*
 - b. Overview of Envisio Dashboard – *Dr. Alison Gillespie provided an overview of Envisio, a tool we are using to track the implementation of our Strategic Plan.*
3. School District Elections – *Dr. Kazmierczak provided background information on moving to even year elections and to eliminate the primary election.*
4. Overview of Facilities Projects: Transportation Facility, South Campus Gymnasium Addition, Willow Lane Elementary, Vadnais Heights Elementary, Lincoln Elementary Gymnasium Addition, and Matoska International Elementary – *Tim Wald, Assistant Superintendent for Finance and Operations, Sal Bagley and Paul Aplikowski from Wold Architects and Engineers provided an overview on the projects.*

C. OPERATIONAL

1. Newmaster moved and Ellison seconded to approve the recommendation to award construction contracts for the new transportation facility in the amount of \$5,242,696.81. **Roll call vote: ayes, Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman, Ellison. Nays, none. Motion carried.**

2. Ellison moved and Arcand seconded to approve the maximum for the 2020 Payable 2021 proposed property tax levy. Certification of 2020 Pay 2021 Proposed Property Tax Levy. ***Roll call vote: ayes, Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman, Ellison. Nays, none. Motion carried.***
3. Chapman moved and Newmaster seconded to approve the 10-year long-term facility maintenance plan as requested. ***Roll call vote: ayes, Mullin, Newmaster, Thompson, Arcand, Beloyed, Chapman, Ellison. Nays, none. Motion carried.***
4. Thompson moved and Arcand seconded to approve the purchase agreements for the properties described as PID #143022120007 and PID#143022130036, located in the City of White Bear Lake, County of Ramsey, State of Minnesota. The Board authorizes the Superintendent and the Assistant Superintendent for Finance and Operations to sign all documents as necessary to acquire said properties.

D. ADJOURNMENT – Arcand moved to adjourn the meeting at 7:54 p.m. and Chapman seconded. Voice vote: all ayes, motion carried.

Submitted by: Jessica Ellison, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Action Item**

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

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 - September 2020

		<u>9/15/2020</u>	<u>9/30/2020</u>
Direct Deposit	590478-591604	1,938,508.49	
Direct Deposit	591605-592908		2,022,184.91
<hr/>			
Burnet Title	Land Purchase	9/29/2020	234,389.65
Burnet Title	Land Purchase	9/29/2020	631,654.35

Check Number	Vendor	Amount	Check Date	Check Type
108137	WILSON, SANDRA	(\$2,000.00)	9/11/2020	V
109933	WILLCOXON, PETER SR	(\$578.40)	9/11/2020	V
110612	TRAFFIC SAFETY STORE	(\$207.00)	9/11/2020	V
110654	A+ DRIVING SCHOOL	\$9,765.00	9/3/2020	R
110655	ABBOTT PAINT & CARPET INC	\$157.10	9/3/2020	R
110656	ACCLAIM SERVICES INC	\$12,368.00	9/3/2020	R
110657	ALLSTREAM	\$47.29	9/3/2020	R
110658	AMAZON CAPITAL SERVICES	\$0.00	9/3/2020	C
110659	AMAZON CAPITAL SERVICES	\$0.00	9/3/2020	C
110660	AMAZON CAPITAL SERVICES	\$0.00	9/3/2020	C
110661	AMAZON CAPITAL SERVICES	\$0.00	9/3/2020	C
110662	AMAZON CAPITAL SERVICES	\$0.00	9/3/2020	C
110663	AMAZON CAPITAL SERVICES	\$4,152.99	9/3/2020	R
110664	AMERITINT OF MN LLC	\$1,590.00	9/3/2020	R
110665	ANCHOR SOLAR INVESTMENTS, LLC	\$2,013.31	9/3/2020	R
110666	ARCH LANGUAGE NETWORK	\$206.25	9/3/2020	R
110667	ASCD	\$239.00	9/3/2020	R
110668	ASSOC FOR LEARNING ENVIRONMENTS	\$220.00	9/3/2020	R
110669	BACKUPIFY	\$17,251.38	9/3/2020	R
110670	BATTERIES PLUS BULBS	\$141.85	9/3/2020	R
110671	BEST BUY BUSINESS ADVANTAGE ACCT	\$259.98	9/3/2020	R
110672	BETMAR LANGUAGES	\$1,710.00	9/3/2020	R
110673	BLUE CROSS / BLUE SHIELD OF MN	\$11,001.00	9/3/2020	R
110674	BSN SPORTS	\$1,443.75	9/3/2020	R
110675	CDW GOVERNMENT INC	\$12,951.83	9/3/2020	R
110676	CENTRAL ROOFING CO	\$296,342.04	9/3/2020	R
110677	CENTURY COLLEGE - BUSINESS OFFICE	\$750.00	9/3/2020	R
110678	CERTIFIED LABORATORIES	\$2,368.29	9/3/2020	R
110679	CHETS SHOES	\$594.82	9/3/2020	R
110680	CINTAS CORP #470	\$1,701.72	9/3/2020	R
110681	CLOUDCOVER USA/B1 GROUP	\$945.00	9/3/2020	R
110682	COMCAST	\$4,062.61	9/3/2020	R
110683	CONGEMI-LAMPI, KAREN	\$36.00	9/3/2020	R
110684	CONNEY SAFETY	\$3,235.78	9/3/2020	R
110685	CONTINENTAL RESEARCH CORP	\$0.00	9/3/2020	C
110686	CONTINENTAL RESEARCH CORP	\$1,792.22	9/3/2020	R
110687	CONTINENTAL PRESS	\$634.26	9/3/2020	R
110688	CROWN TROPHY	\$421.20	9/3/2020	R
110689	CUBIK PROMOTIONS INC	\$24,252.00	9/3/2020	R
110690	CULINEX	\$37,816.49	9/3/2020	R
110691	CULLIGAN BOTTLED WATER	\$159.60	9/3/2020	R
110692	CUMMINS NPOWER LLC	\$824.09	9/3/2020	R
110693	CYBERSOFT TECHNOLOGIES, INC.	\$2,430.00	9/3/2020	R
110694	DAKOTA TRUCK UNDERWRITERS	\$49,491.00	9/3/2020	R
110695	DALCO CORPORATION	\$0.00	9/3/2020	C

110696 DALCO CORPORATION	\$0.00	9/3/2020 C
110697 DALCO CORPORATION	\$0.00	9/3/2020 C
110698 DALCO CORPORATION	\$0.00	9/3/2020 C
110699 DALCO CORPORATION	\$0.00	9/3/2020 C
110700 DALCO CORPORATION	\$0.00	9/3/2020 C
110701 DALCO CORPORATION	\$0.00	9/3/2020 C
110702 DALCO CORPORATION	\$0.00	9/3/2020 C
110703 DALCO CORPORATION	\$0.00	9/3/2020 C
110704 DALCO CORPORATION	\$0.00	9/3/2020 C
110705 DALCO CORPORATION	\$0.00	9/3/2020 C
110706 DALCO CORPORATION	\$0.00	9/3/2020 C
110707 DALCO CORPORATION	\$42,284.80	9/3/2020 R
110708 DECKER INC	\$632.25	9/3/2020 R
110709 DIMENSION STUDIOS	\$162.00	9/3/2020 R
110710 DOOR SERVICE COMPANY	\$670.00	9/3/2020 R
110711 DEFINITIVE TECHNOLOGY SOLUTION	\$0.00	9/3/2020 C
110712 DEFINITIVE TECHNOLOGY SOLUTION	\$27,287.40	9/3/2020 R
110713 ECKROTH MUSIC	\$185.25	9/3/2020 R
110714 EHLERS	\$2,700.00	9/3/2020 R
110715 ENVIRONMENTAL PLANT SERVICES, INC	\$921.05	9/3/2020 R
110716 FENWAY INNOVATION CENTER	\$7,650.00	9/3/2020 R
110717 FLAGSHIP RECREATION	\$722.00	9/3/2020 R
110718 FRATTALONES HARDWARE STORES	\$0.00	9/3/2020 C
110719 FRATTALONES HARDWARE STORES	\$0.00	9/3/2020 C
110720 FRATTALONES HARDWARE STORES	\$0.00	9/3/2020 C
110721 FRATTALONES HARDWARE STORES	\$617.65	9/3/2020 R
110722 FREDERICKSON, AARON	\$137.00	9/3/2020 R
110723 FRONTRUNNER SCREEN PRINTING	\$290.14	9/3/2020 R
110724 FUN AND FUNCTION	\$35.64	9/3/2020 R
110725 GRAINGER	\$0.00	9/3/2020 C
110726 GRAINGER	\$0.00	9/3/2020 C
110727 GRAINGER	\$3,295.18	9/3/2020 R
110728 GROUP MEDICAREBLUE RX	\$10,695.00	9/3/2020 R
110729 HEARTLAND SCHOOL SOLUTIONS	\$500.00	9/3/2020 R
110730 HERC-U-LIFT	\$0.00	9/3/2020 C
110731 HERC-U-LIFT	\$1,059.52	9/3/2020 R
110732 HISDAHL INC	\$115.97	9/3/2020 R
110733 HOENIGSCHMIDT, KAYLEA	\$1,176.00	9/3/2020 R
110734 HOGLUND BUS & TRUCK CO	\$0.00	9/3/2020 C
110735 HOGLUND BUS & TRUCK CO	\$7,473.17	9/3/2020 R
110736 HOGLUND BODY & EQUIPMENT INC	\$6,444.29	9/3/2020 R
110737 HOME DEPOT CREDIT SERVICES	\$2,324.62	9/3/2020 R
110738 HOUSEWARE DISTRIBUTORS	\$836.00	9/3/2020 R
110739 HUDL	\$16,000.00	9/3/2020 R
110740 HUGO EQUIPMENT CO	\$157.87	9/3/2020 R
110741 HUGO FEED MILL & HARDWARE	\$8.16	9/3/2020 R
110742 IMAGE BUILDERS	\$4,233.73	9/3/2020 R

110743 INNOVATIVE OFFICE SOLUTIONS	\$6,314.05	9/3/2020 R
110744 INSPEC INC	\$66,111.32	9/3/2020 R
110744 INSPEC INC	(\$66,111.32)	9/11/2020 V
110745 INTERMEDIATE SCHOOL DIST 917	\$1,955.32	9/3/2020 R
110746 ISD #622 NO ST PAUL/MAPLEWOOD	\$47,463.88	9/3/2020 R
110747 JAYTECH INC	\$0.00	9/3/2020 C
110748 JAYTECH INC	\$2,119.36	9/3/2020 R
110749 JJR CONSULTING, LLC	\$3,000.00	9/3/2020 R
110750 JOHNSON, SHARON A.	\$1,086.34	9/3/2020 R
110751 JW PEPPER & SON INC	\$1,469.93	9/3/2020 R
110752 KATH FUEL OIL SERVICE CO	\$8,491.20	9/3/2020 R
110753 KIMBALL MIDWEST	\$885.82	9/3/2020 R
110754 KING, JOHN	\$2,000.00	9/3/2020 R
110755 KIPPER, STANLEY	\$2,500.00	9/3/2020 R
110756 KNUTSON FLYNN & DEANS PA	\$100.00	9/3/2020 R
110757 KOCH MECHANICAL LLC	\$2,810.00	9/3/2020 R
110758 KRAFT CONTRACTING & MECHANICAL	\$5,255.73	9/3/2020 R
110759 KREMER SERVICES LLC	\$1,688.12	9/3/2020 R
110760 KULLY SUPPLY COMPANY	\$295.87	9/3/2020 R
110761 THE LAMPO GROUP LLC	\$175.00	9/3/2020 R
110762 LANGUAGE LINE SERVICES	\$183.30	9/3/2020 R
110763 LINDENMEYR MUNROE	\$285.92	9/3/2020 R
110764 MN ASSOC FOR CHILDREN'S MENTAL HEALTH	\$338.30	9/3/2020 R
110765 MADISON NATIONAL LIFE	\$38,998.57	9/3/2020 R
110766 MALLOY/MONTAGUE/KARNOWSKI & CO	\$5,500.00	9/3/2020 R
110767 MN ASSOC SCHOOL PERSONNEL ADMIN	\$550.00	9/3/2020 R
110768 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$845.00	9/3/2020 R
110769 MAUER COMPANY	\$26,000.00	9/3/2020 R
110770 MCDONOUGH'S WATERJETTING AND	\$522.00	9/3/2020 R
110771 MCPHILLIPS BROS ROOFING CO	\$523,913.98	9/3/2020 R
110772 MIDWEST BUS PARTS INC	\$515.70	9/3/2020 R
110773 MINVALCO INC	\$0.00	9/3/2020 C
110774 MINVALCO INC	\$4,744.29	9/3/2020 R
110775 MOORHEAD MACHINERY & BOILER CO	\$2,585.00	9/3/2020 R
110776 MOORHEAD MACHINERY & BOILER COMPANY	\$4,843.76	9/3/2020 R
110777 MOVING MINDS	\$81.84	9/3/2020 R
110778 MUSIC CONNECTION INC	\$0.00	9/3/2020 C
110779 MUSIC CONNECTION INC	\$23,897.00	9/3/2020 R
110780 NAPA AUTO PARTS	\$86.09	9/3/2020 R
110781 NATL PEN COMPANY	\$1,526.40	9/3/2020 R
110782 NEW DOMINION SCHOOL	\$2,476.90	9/3/2020 R
110783 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	9/3/2020 C
110784 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	9/3/2020 C
110785 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	9/3/2020 C
110786 NORTH CENTRAL BLUE BIRD BUS SALES	\$12,915.02	9/3/2020 R
110787 NORTHERN LANDSCAPE & IRRIGATION INC	\$625.90	9/3/2020 R
110788 PARTSMASTER	\$1,107.44	9/3/2020 R

110789 PEARSON CLINICAL	\$4,128.17	9/3/2020 R
110790 PERNSTEINER CREATIVE GROUP	\$475.00	9/3/2020 R
110791 PETERSON BROS ROOFING & CONST	\$4,725.79	9/3/2020 R
110792 PRESS PUBLICATIONS	\$0.00	9/3/2020 C
110793 PRESS PUBLICATIONS	\$0.00	9/3/2020 C
110794 PRESS PUBLICATIONS	\$16,049.24	9/3/2020 R
110795 PRO-ED INC	\$47.25	9/3/2020 R
110796 PROFESSIONAL WIRELESS COMM	\$25.27	9/3/2020 R
110797 PROGRESS PUBLICATIONS	\$861.00	9/3/2020 R
110798 PROMO LACROSSE	\$370.00	9/3/2020 R
110799 PUBLIC EMP RETIREMENT ASSOC	\$1,349.35	9/3/2020 R
110800 READING & MATH INC	\$20,000.00	9/3/2020 R
110801 READING AND WRITING PROJECT, LLC	\$0.00	9/3/2020 C
110802 READING AND WRITING PROJECT, LLC	\$0.00	9/3/2020 C
110803 READING AND WRITING PROJECT, LLC	\$15,300.00	9/3/2020 R
110804 REVOLUTION SPORTING GOODS	\$1,620.00	9/3/2020 R
110805 REYES, GERARDO	\$108.00	9/3/2020 R
110806 RICE, CALYSTA J.	\$137.00	9/3/2020 R
110807 ROOF SPEC INC	\$0.00	9/3/2020 C
110808 ROOF SPEC INC	\$11,922.00	9/3/2020 R
110809 SAFETY-KLEEN CORP	\$930.17	9/3/2020 R
110810 SAMACO SUPPLY	\$3,430.00	9/3/2020 R
110811 SAUERS, TODD	\$137.00	9/3/2020 R
110812 SCHINDLER ELEVATOR CORP	\$3,377.00	9/3/2020 R
110813 SCHMITT MUSIC COMPANY	\$2,714.00	9/3/2020 R
110814 SCHOLASTIC	\$610.72	9/3/2020 R
110815 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110816 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110817 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110818 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110819 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110820 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110821 SCHOOL HEALTH CORPORATION	\$0.00	9/3/2020 C
110822 SCHOOL HEALTH CORPORATION	\$38,463.56	9/3/2020 R
110823 SCHOOL SPECIALTY	\$484.13	9/3/2020 R
110824 SEEVER, GRAY	\$160.00	9/3/2020 R
110825 SHORT ELLIOTT HENDRICKSON, INC	\$10,397.25	9/3/2020 R
110826 SICKLER, TANIA S.	\$84.95	9/3/2020 R
110827 STEVE WEISS MUSIC	\$3,180.35	9/3/2020 R
110828 SUMMIT COMPANIES	\$2,850.00	9/3/2020 R
110829 SUPERIOR STRIPING INC	\$9,572.00	9/3/2020 R
110830 SVL SERVICE CORPORATION	\$1,065.80	9/3/2020 R
110831 SYSCO OF WESTERN MN	\$1,048.65	9/3/2020 R
110832 TENNIS ON SELBY	\$2,040.00	9/3/2020 R
110833 TOWN LIFE	\$1,215.00	9/3/2020 R
110834 TR ENVIRONMENTAL CONSULTING, LLC	\$193.00	9/3/2020 R
110835 TRADE PRESS INC	\$0.00	9/3/2020 C

110836	TRADE PRESS INC	\$2,926.00	9/3/2020	R
110837	TRANE US INC	\$1,487.50	9/3/2020	R
110838	TRUE NORTH CONSULTING GROUP	\$4,735.50	9/3/2020	R
110839	TSA CONSULTING GROUP	\$940.24	9/3/2020	R
110840	TURFWERKS INC	\$481.07	9/3/2020	R
110841	TWIN CITY JANITOR SUPPLY CO	\$0.00	9/3/2020	C
110842	TWIN CITY JANITOR SUPPLY CO	\$28,239.28	9/3/2020	R
110843	UNITED REFRIGERATION	\$171.69	9/3/2020	R
110844	US FOODS CULINARY EQUIP & SUPPLIES	\$1,176.00	9/3/2020	R
110845	VIKING ELECTRIC SUPPLY	\$0.00	9/3/2020	C
110846	VIKING ELECTRIC SUPPLY	\$3,393.26	9/3/2020	R
110847	WHITE BEAR GLASS INC	\$2,200.00	9/3/2020	R
110848	WHITE BEAR RENTAL EQUIPMENT	\$33.54	9/3/2020	R
110849	WOLD ARCHITECTS AND ENGINEERS	\$68,244.26	9/3/2020	R
110850	X-GRAIN SPORTSWEAR	\$455.00	9/3/2020	R
110851	XCEL ENERGY	\$18,617.39	9/3/2020	R
110852	XTREME	\$495.00	9/3/2020	R
110853	YMCA OF THE GREATER TWIN CITIES	\$97,559.55	9/3/2020	R
110853	YMCA OF THE GREATER TWIN CITIES	(\$97,559.55)	9/28/2020	V
110854	YOUTH ENRICHMENT LEAGUE	\$3,254.00	9/3/2020	R
110855	ZONEONE LOCATING	\$205.40	9/3/2020	R
110856	CONSCIOUS DISCIPLINE	\$179.00	9/3/2020	R
110856	CONSCIOUS DISCIPLINE	(\$179.00)	9/3/2020	V
110857	NORTHEAST METRO INTERMEDIATE DISTRICT 9	\$70,757.60	9/3/2020	R
110857	NORTHEAST METRO INTERMEDIATE DISTRICT 9	(\$70,757.60)	9/3/2020	V
110858	SOCIAL THINKING PUBLISHING	\$209.80	9/3/2020	R
110858	SOCIAL THINKING PUBLISHING	(\$209.80)	9/3/2020	V
110859	CONSCIOUS DISCIPLINE	\$179.00	9/3/2020	R
110860	NORTHEAST METRO INTERMEDIATE DISTRICT 9	\$70,757.60	9/3/2020	R
110861	SOCIAL THINKING PUBLISHING	\$209.80	9/3/2020	R
110862	IUOE LOCAL 70	\$1,191.25	9/3/2020	R
110863	RAUSCH, STURM, ISRAEL,	\$166.94	9/3/2020	R
110864	SCHOOL SERVICE EMPLOYEES	\$0.00	9/3/2020	C
110865	SCHOOL SERVICE EMPLOYEES	\$1,031.63	9/3/2020	R
110866	MESSERLI & KRAMER PA	\$12.65	9/3/2020	R
110867	CITY OF WHITE BEAR LAKE	\$230.00	9/14/2020	R
110868	BABCOCK, KATIE L.	\$115.00	9/17/2020	R
110869	BAHRKE, GRETA R.	\$115.00	9/17/2020	R
110870	BENDELE, JOHN A.	\$115.00	9/17/2020	R
110871	CHRISTENSEN, CHRISTY	\$115.00	9/17/2020	R
110872	COOPET, RIKKI L.	\$115.00	9/17/2020	R
110873	CRAN, DOUGLAS R.	\$115.00	9/17/2020	R
110874	GUIDINGER, MOLLY S.	\$115.00	9/17/2020	R
110875	HARDING, KARLA J.	\$115.00	9/17/2020	R
110876	HEIDEN, JULIE A.	\$115.00	9/17/2020	R
110877	HEINSOHN, KEVIN M.	\$115.00	9/17/2020	R
110878	HOEL, ERIC G.	\$115.00	9/17/2020	R

110879	HOWARD, JEREMY	\$115.00	9/17/2020	R
110880	JOHNSTONE, PAMELA M.	\$115.00	9/17/2020	R
110881	LARSON, SUSAN E.	\$115.00	9/17/2020	R
110882	LILJA, ELIZABETH M.	\$115.00	9/17/2020	R
110883	LOVELETT, DAVID M.	\$115.00	9/17/2020	R
110884	MCCORMACK, NATALIE K.	\$115.00	9/17/2020	R
110885	MCEWEN, RACHEL G.	\$115.00	9/17/2020	R
110886	MENIER, ANN M.	\$115.00	9/17/2020	R
110887	MOHAWK, ALAYNA A.	\$115.00	9/17/2020	R
110888	NACHTSHEIM, JOHN J.	\$115.00	9/17/2020	R
110889	PELTIER, SHARON L.	\$115.00	9/17/2020	R
110890	REDIGER, NICOLE M.	\$230.00	9/17/2020	R
110891	STABENOW, BRENDA K.	\$115.00	9/17/2020	R
110892	THEISSEN, ALLISON M.	\$115.00	9/17/2020	R
110893	THOMPSON, RICHARD T.	\$115.00	9/17/2020	R
110894	THOMPSON, VANESSA J.	\$115.00	9/17/2020	R
110895	VANDER HEIDEN, JOY A.	\$115.00	9/17/2020	R
110896	VOLKMAN, CHRISTINE	\$115.00	9/17/2020	R
110897	VOMELA, LISA	\$115.00	9/17/2020	R
110898	WICKUM, JESSICA	\$115.00	9/17/2020	R
110899	A+ DRIVING SCHOOL	\$19,215.00	9/17/2020	R
110900	A-1 HYDRAULIC SALES & SERVICE	\$125.04	9/17/2020	R
110901	ABBOTT PAINT & CARPET INC	\$16.48	9/17/2020	R
110902	ACCLAIM SERVICES INC	\$0.00	9/17/2020	C
110903	ACCLAIM SERVICES INC	\$13,388.50	9/17/2020	R
110904	ALL STRINGS ATTACHED	\$90.00	9/17/2020	R
110905	ALLSTREAM	\$4,036.11	9/17/2020	R
110906	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110907	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110908	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110909	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110910	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110911	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110912	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110913	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110914	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110915	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110916	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110917	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110918	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110919	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110920	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110921	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110922	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110923	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110924	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110925	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C

110926	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110927	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110928	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110929	AMAZON CAPITAL SERVICES	\$0.00	9/17/2020	C
110930	AMAZON CAPITAL SERVICES	\$27,420.49	9/17/2020	R
110931	AMERICAN MESSAGING	\$13.69	9/17/2020	R
110932	AMERICAN TIME	\$2,082.42	9/17/2020	R
110933	AMERIPRIDE SERVICES	\$213.01	9/17/2020	R
110934	ARCADE ASPHALT CO	\$2,160.00	9/17/2020	R
110935	ASCD	\$1,254.32	9/17/2020	R
110936	ATC GROUP SERVICES LLC	\$12,270.67	9/17/2020	R
110937	THE AUTO CLUB GROUP	\$207.00	9/17/2020	R
110938	AUTONATION FORD WBL	\$71.53	9/17/2020	R
110939	AVID CENTER	\$21,841.00	9/17/2020	R
110940	BEVSO	\$6,563.83	9/17/2020	R
110941	BLICK ART MATERIALS	\$288.70	9/17/2020	R
110942	BRAINPOP LLC	\$2,195.00	9/17/2020	R
110943	BSN SPORTS	\$14,663.21	9/17/2020	R
110944	CAMEYO INC	\$8,400.00	9/17/2020	R
110945	CAPITAL CITY GLASS	\$63,401.76	9/17/2020	R
110946	CDW GOVERNMENT INC	\$2,553.50	9/17/2020	R
110947	CERTIFIED LABORATORIES	\$488.02	9/17/2020	R
110948	CHEER MUSIC ADDICTION LLC	\$400.00	9/17/2020	R
110949	CINTAS CORP #470	\$977.49	9/17/2020	R
110950	CL BENSEN CO., INC	\$1,371.88	9/17/2020	R
110951	CLASS CREATOR	\$415.00	9/17/2020	R
110952	CLOUDCOVER USA/B1 GROUP	\$1,795.00	9/17/2020	R
110953	CMRS-FP	\$6,000.00	9/17/2020	R
110954	COLLINS SPORTS MEDICINE	\$2,100.85	9/17/2020	R
110955	COMCAST	\$4,062.61	9/17/2020	R
110956	COMMERCIAL KITCHEN SERVICES	\$387.70	9/17/2020	R
110957	COMMITTEE FOR CHILDREN	\$13,793.40	9/17/2020	R
110958	CONNEY SAFETY	\$1,615.70	9/17/2020	R
110959	CONSCIOUS DISCIPLINE	\$911.75	9/17/2020	R
110960	CONTINENTAL RESEARCH CORP	\$0.00	9/17/2020	C
110961	CONTINENTAL RESEARCH CORP	\$4,257.48	9/17/2020	R
110962	COUNTRY VIDEO BARN	\$1,138.00	9/17/2020	R
110963	CUMMINS NPOWER LLC	\$1,151.58	9/17/2020	R
110964	DALCO CORPORATION	\$0.00	9/17/2020	C
110965	DALCO CORPORATION	\$0.00	9/17/2020	C
110966	DALCO CORPORATION	\$0.00	9/17/2020	C
110967	DALCO CORPORATION	\$0.00	9/17/2020	C
110968	DALCO CORPORATION	\$0.00	9/17/2020	C
110969	DALCO CORPORATION	\$0.00	9/17/2020	C
110970	DALCO CORPORATION	\$0.00	9/17/2020	C
110971	DALCO CORPORATION	\$0.00	9/17/2020	C
110972	DALCO CORPORATION	\$0.00	9/17/2020	C

110973 DALCO CORPORATION	\$0.00	9/17/2020	C
110974 DALCO CORPORATION	\$34,118.93	9/17/2020	R
110975 DEBILZAN, BRIANNA M.	\$9.00	9/17/2020	R
110976 DECKER INC	\$86.92	9/17/2020	R
110977 DIMENSION STUDIOS	\$57.00	9/17/2020	R
110978 DIPPIN DUCK, LLC	\$200.00	9/17/2020	R
110979 DIVERSIFIED SNACK DISTRIBUTION	\$119.70	9/17/2020	R
110980 DOOR SERVICE COMPANY	\$10,963.00	9/17/2020	R
110981 DEFINITIVE TECHNOLOGY SOLUTIONS	\$9,148.09	9/17/2020	R
110982 ECCO MIDWEST, INC	\$6,720.00	9/17/2020	R
110983 ECKROTH MUSIC	\$4,118.30	9/17/2020	R
110984 ENSTAD, NICOLE	\$32.20	9/17/2020	R
110985 ELECTRICAL PRODUCTION SERVICES	\$350.00	9/17/2020	R
110986 FASTENAL COMPANY	\$19.89	9/17/2020	R
110987 FEDEX	\$51.78	9/17/2020	R
110988 FOLLETT SCHOOL SOLUTIONS INC	\$10,511.99	9/17/2020	R
110989 FRATTALONES HARDWARE STORES	\$0.00	9/17/2020	C
110990 FRATTALONES HARDWARE STORES	\$0.00	9/17/2020	C
110991 FRATTALONES HARDWARE STORES	\$731.03	9/17/2020	R
110992 GOOSECHASE ADVENTURES INC.	\$4,400.00	9/17/2020	R
110993 GOPHER STATE ONE CALL	\$198.45	9/17/2020	R
110994 GRAINGER	\$1,480.33	9/17/2020	R
110995 GREATAMERICA FINANCIAL SERVICES	\$334.85	9/17/2020	R
110996 GRUNEWALD, TONYA F.	\$506.75	9/17/2020	R
110997 HALAMA, ANDREA L.	\$38.55	9/17/2020	R
110998 HANGSAFE HOOKS	\$303.97	9/17/2020	R
110999 HEINEMANN	\$10,546.70	9/17/2020	R
111000 HERC-U-LIFT	\$1,014.80	9/17/2020	R
111001 HOGLUND BUS AND TRUCK CO	\$0.00	9/17/2020	C
111002 HOGLUND BUS AND TRUCK CO	\$3,146.54	9/17/2020	R
111003 HOUGHTON MIFFLIN HARCOURT	\$6,615.96	9/17/2020	R
111004 HOUSE OF NOTE	\$7,350.00	9/17/2020	R
111005 HOUT, CRYSTAL L.	\$39.50	9/17/2020	R
111006 IFD	\$0.00	9/17/2020	C
111007 IFD	\$0.00	9/17/2020	C
111008 IFD	\$0.00	9/17/2020	C
111009 IFD	\$0.00	9/17/2020	C
111010 IFD	\$0.00	9/17/2020	C
111011 IFD	\$0.00	9/17/2020	C
111012 IFD	\$0.00	9/17/2020	C
111013 IFD	\$28,563.33	9/17/2020	R
111014 ILLUMINATE EDUC	\$42,000.00	9/17/2020	R
111015 IMAGINE LEARNING	\$24,000.00	9/17/2020	R
111016 INNOVATIVE OFFICE SOLUTIONS	\$130.25	9/17/2020	R
111017 INNOVATIVE OFFICE SOLUTIONS	\$0.00	9/17/2020	C
111018 INNOVATIVE OFFICE SOLUTIONS	\$127,819.40	9/17/2020	R
111019 INSPEC INC	\$2,709.56	9/17/2020	R

111020 INSTRUMENTALIST AWARDS	\$116.00	9/17/2020 R
111021 JAYTECH INC	\$1,742.08	9/17/2020 R
111022 JOHNSON CONTROLS INC	\$306.00	9/17/2020 R
111023 JW PEPPER & SON INC	\$0.00	9/17/2020 C
111024 JW PEPPER & SON INC	\$5,659.57	9/17/2020 R
111025 KIMBALL MIDWEST	\$831.39	9/17/2020 R
111026 KIMBELL INC.	\$9,598.00	9/17/2020 R
111027 KOCH MECHANICAL LLC	\$3,508.00	9/17/2020 R
111028 KRAFT CONTRACTING & MECHANICAL	\$25,555.28	9/17/2020 R
111029 KULLY SUPPLY COMPANY	\$295.87	9/17/2020 R
111029 KULLY SUPPLY COMPANY	(\$295.87)	9/28/2020 V
111030 LAKESHORE LEARNING STORE	\$516.35	9/17/2020 R
111031 LIGHTING PLASTICS OF MN INC	\$10,975.00	9/17/2020 R
111032 LINDENMEYR MUNROE	\$8,048.81	9/17/2020 R
111033 MARCO TECHNOLOGIES LLC	\$8,677.15	9/17/2020 R
111034 METRO MEALS ON WHEELS INC	\$4,479.10	9/17/2020 R
111035 METRO SOUND AND LIGHTING	\$415.84	9/17/2020 R
111036 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$331.60	9/17/2020 R
111037 MIDWEST BUS PARTS INC	\$125.08	9/17/2020 R
111038 MIDWEST TECHNOLOGY PRODUCTS	\$1,574.00	9/17/2020 R
111039 MINVALCO INC	\$1,130.10	9/17/2020 R
111040 MN DEPT OF LABOR & INDUSTRY	\$4,289.05	9/17/2020 R
111040 MN DEPT OF LABOR & INDUSTRY	(\$4,289.05)	9/28/2020 V
111041 MOORHEAD MACHINERY & BOILER CO	\$2,700.00	9/17/2020 R
111042 MINNESOTA SODDING CO. LLC	\$1,211.25	9/17/2020 R
111043 MUNSON BADINI, DEBBIE	\$25.30	9/17/2020 R
111044 MUSIC IN MOTION	\$1,349.55	9/17/2020 R
111045 MVP & ASSOC	\$7,600.00	9/17/2020 R
111046 NARDINI FIRE EQUIPMENT CO INC	\$830.94	9/17/2020 R
111047 NCPERS MINNESOTA	\$128.00	9/17/2020 R
111048 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	9/17/2020 C
111049 NORTH CENTRAL BLUE BIRD BUS SALES	\$1,877.08	9/17/2020 R
111050 NORTHBOUND CREATIVE	\$1,669.00	9/17/2020 R
111051 NORTHEAST METRO INTERMEDIATE DISTRICT 9	\$13,973.63	9/17/2020 R
111052 OFFICE DEPOT	\$95.03	9/17/2020 R
111053 OLSEN FIRE PROTECTION	\$2,955.00	9/17/2020 R
111054 ON SITE SANITATION INC	\$189.00	9/17/2020 R
111055 ORKIN INC	\$14,810.77	9/17/2020 R
111056 OXYGEN SERVICE CO INC	\$13.02	9/17/2020 R
111057 PAN-O-GOLD	\$0.00	9/17/2020 C
111058 PAN-O-GOLD	\$499.70	9/17/2020 R
111059 PARTSMASTER	\$122.81	9/17/2020 R
111060 PAULSON TRACK MANAGEMENT	\$100.00	9/17/2020 R
111061 PETERSON BROS ROOFING & CONST	\$3,600.00	9/17/2020 R
111062 PIONEER MANUFACTURING CO	\$116.20	9/17/2020 R
111063 PRAXAIR DISTRIBUTION INC	\$52.96	9/17/2020 R
111064 PRESS PUBLICATIONS	\$3,554.00	9/17/2020 R

111065	PROJECT LEAD THE WAY	\$1,265.00	9/17/2020	R
111066	QUISTAD, CHARLES	\$56.00	9/17/2020	R
111067	ROCHESTER 100 INC	\$506.25	9/17/2020	R
111068	RYDIN DECAL	\$3,599.50	9/17/2020	R
111069	SAGERER, LEEANN	\$215.85	9/17/2020	R
111070	SAM'S CLUB/SYNCHRONY BANK	\$160.34	9/17/2020	R
111071	SCHMITT MUSIC COMPANY	\$9.00	9/17/2020	R
111072	SCHOFIELD, KATHERINE	\$48.20	9/17/2020	R
111073	SCHOLASTIC CLASSROOM MAGAZINES	\$307.62	9/17/2020	R
111074	SCHOLASTIC	\$903.21	9/17/2020	R
111075	SCHOOL CHECK IN	\$1,675.00	9/17/2020	R
111076	SCHOOL MATE	\$405.00	9/17/2020	R
111077	SHRED-IT USA - MINNEAPOLIS	\$398.24	9/17/2020	R
111078	SITEONE LANDSCAPE SUPPLY	\$246.51	9/17/2020	R
111079	SPECIALTY PROMOTIONS	\$638.40	9/17/2020	R
111080	STAMP, AMANDA R.	\$6.00	9/17/2020	R
111081	STAPLES ADVANTAGE	\$356.01	9/17/2020	R
111082	STATE INDUSTRIAL PRODUCTS	\$1,832.86	9/17/2020	R
111083	SUMMIT COMPANIES	\$0.00	9/17/2020	C
111084	SUMMIT COMPANIES	\$3,729.98	9/17/2020	R
111085	SUNSHINE YOGA	\$244.70	9/17/2020	R
111086	SUPERIOR STRIPING INC	\$1,127.00	9/17/2020	R
111087	SUPINSKI, MIKE	\$425.00	9/17/2020	R
111088	SYNCHRONY BANK	\$317.08	9/17/2020	R
111089	TEACHERS CURRICULUM INSTITUTE	\$1,080.00	9/17/2020	R
111090	TEACHER CREATED MATERIALS	\$395.87	9/17/2020	R
111091	TEACHER INNOVATIONS INC	\$121.50	9/17/2020	R
111092	TEACHER SYNERGY LLC	\$3.00	9/17/2020	R
111093	THE HOME DEPOT PRO	\$11,999.85	9/17/2020	R
111094	THE MODERN CLASSROOM PROJECT	\$395.00	9/17/2020	R
111095	THREADART	\$375.00	9/17/2020	R
111096	TIERNEY	\$1,198.80	9/17/2020	R
111097	TORPEDO BAGS, INC	\$6,743.00	9/17/2020	R
111098	TRADE PRESS INC	\$805.00	9/17/2020	R
111099	TRANE US INC	\$10,336.00	9/17/2020	R
111100	TRIO SUPPLY COMPANY	\$0.00	9/17/2020	C
111101	TRIO SUPPLY COMPANY	\$2,189.04	9/17/2020	R
111102	TURFWERKS INC	\$1,257.66	9/17/2020	R
111103	TURNITIN LLC	\$1,500.00	9/17/2020	R
111104	TWIN CITY HARDWARE	\$502.36	9/17/2020	R
111105	TWIN CITY JANITOR SUPPLY CO	\$0.00	9/17/2020	C
111106	TWIN CITY JANITOR SUPPLY CO	\$20,895.52	9/17/2020	R
111107	UHL CO INC	\$951.19	9/17/2020	R
111108	UNITED STATES POSTAL SERVICE (POSTAGE BY F	\$4,500.00	9/17/2020	R
111109	US FOODS CULINARY EQUIP & SUPPLIES	\$3,640.00	9/17/2020	R
111110	VANG, STEPHANIE	\$1,560.00	9/17/2020	R
111111	VERIZON WIRELESS	\$1,275.33	9/17/2020	R

111112	VIKING ELECTRIC SUPPLY	\$1,534.98	9/17/2020	R
111113	VOYAGER SOPRIS LEARNING	\$5,821.20	9/17/2020	R
111114	WAHOSKI, HEATHER L.	\$5.00	9/17/2020	R
111115	WHITE BEAR LAWN & SNOW	\$2,790.00	9/17/2020	R
111116	WHITE BEAR RENTAL EQUIPMENT	\$11.18	9/17/2020	R
111117	CITY OF WHITE BEAR LAKE	\$10,681.09	9/17/2020	R
111118	WHITE BEAR LAKE (CITY OF)	\$50.00	9/17/2020	R
111119	WILSON, SANDRA	\$2,000.00	9/17/2020	R
111120	WINDSTREAM	\$2,923.18	9/17/2020	R
111121	WOLD ARCHITECTS AND ENGINEERS	\$0.00	9/17/2020	C
111122	WOLD ARCHITECTS AND ENGINEERS	\$761,660.75	9/17/2020	R
111123	X-GRAIN SPORTSWEAR	\$257.00	9/17/2020	R
111124	XTREME	\$607.70	9/17/2020	R
111125	YANG, NOU	\$92.95	9/17/2020	R
111126	YISMAW, MESKEREM	\$80.00	9/17/2020	R
111127	IUOE LOCAL 70	\$1,053.54	9/17/2020	R
111128	RAUSCH, STURM, ISRAEL,	\$338.95	9/17/2020	R
111129	SCHOOL SERVICE EMPLOYEES	\$1,506.72	9/17/2020	R
111130	MESSERLI & KRAMER PA	\$12.28	9/17/2020	R
111131	WHITE, DANN	\$3,000.00	9/25/2020	R
9992108	AIG	\$6,037.80	9/15/2020	R
9992109	AMERICAN FUNDS	\$79,123.60	9/15/2020	R
9992110	AMERICAN UNITED LIFE	\$0.00	9/15/2020	C
9992111	AMERICAN UNITED LIFE	\$92,040.86	9/15/2020	R
9992112	AMERIPRISE FINANCIAL SERVICES	\$12,990.23	9/15/2020	R
9992113	ASPIRE FINANCIAL SERVICES	\$477.11	9/15/2020	R
9992114	AXA EQUITABLE	\$25,857.65	9/15/2020	R
9992115	EDUCATION MN ESI BILLING TRUST	\$34,703.00	9/15/2020	R
9992116	INTERNAL REVENUE SERVICE	\$0.00	9/15/2020	C
9992117	INTERNAL REVENUE SERVICE	\$0.00	9/15/2020	C
9992118	INTERNAL REVENUE SERVICE	\$0.00	9/15/2020	C
9992119	INTERNAL REVENUE SERVICE	\$0.00	9/15/2020	C
9992120	INTERNAL REVENUE SERVICE	\$0.00	9/15/2020	C
9992121	INTERNAL REVENUE SERVICE	\$709,802.29	9/15/2020	R
9992122	METROPOLITAN LIFE	\$1,322.31	9/15/2020	R
9992123	MN DEPT OF HUMAN SERVICES	\$1,600.40	9/15/2020	R
9992124	MN DEPT OF REVENUE	\$0.00	9/15/2020	C
9992125	MN DEPT OF REVENUE	\$117,955.11	9/15/2020	R
9992126	MN STATE RETIREMENT	\$6,718.28	9/15/2020	R
9992127	PUBLIC EMP RETIREMENT ASSOC	\$0.00	9/15/2020	C
9992128	PUBLIC EMP RETIREMENT ASSOC	\$87,178.63	9/15/2020	R
9992129	TEACHERS RETIREMENT ASSOC	\$0.00	9/15/2020	C
9992130	TEACHERS RETIREMENT ASSOC	\$385,746.55	9/15/2020	R
9992131	VANGUARD SMALL BUSINESS SERVICES	\$28,730.30	9/15/2020	R
9992134	AIG	\$6,681.59	9/30/2020	R
9992135	AMERICAN FUNDS	\$82,230.97	9/30/2020	R
9992136	AMERICAN UNITED LIFE	\$722,416.21	9/30/2020	R

9992137 AMERIPRISE FINANCIAL SERVICES	\$13,785.34	9/30/2020 R
9992138 ASPIRE FINANCIAL SERVICES	\$948.17	9/30/2020 R
9992139 AXA EQUITABLE	\$27,530.11	9/30/2020 R
9992140 EDUCATION MN ESI BILLING TRUST	\$35,815.11	9/30/2020 R
9992141 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992142 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992143 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992144 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992145 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992146 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992147 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992148 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992149 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992150 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992151 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992152 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992153 INTERNAL REVENUE SERVICE	\$0.00	9/30/2020 C
9992154 INTERNAL REVENUE SERVICE	\$721,871.09	9/30/2020 R
9992155 METROPOLITAN LIFE	\$1,322.31	9/30/2020 R
9992156 MN DEPT OF HUMAN SERVICES	\$1,600.40	9/30/2020 R
9992157 MN DEPT OF REVENUE	\$0.00	9/30/2020 C
9992158 MN DEPT OF REVENUE	\$116,654.74	9/30/2020 R
9992159 MN REVENUE	\$124.35	9/30/2020 R
9992160 MN STATE RETIREMENT	\$6,753.28	9/30/2020 R
9992161 PUBLIC EMP RETIREMENT ASSOC	\$0.00	9/30/2020 C
9992162 PUBLIC EMP RETIREMENT ASSOC	\$102,713.83	9/30/2020 R
9992163 TEACHERS RETIREMENT ASSOC	\$0.00	9/30/2020 C
9992164 TEACHERS RETIREMENT ASSOC	\$385,102.28	9/30/2020 R
9992165 VANGUARD SMALL BUSINESS SERVICES	\$30,993.58	9/30/2020 R
9992166 INTERNAL REVENUE SERVICE	\$187.54	9/30/2020 R
9992167 MN DEPT OF REVENUE	\$21.59	9/30/2020 R
9992168 AMERICAN UNITED LIFE	\$42,250.00	9/30/2020 R
202100119 ANDERSON, JON C.	\$36.25	9/3/2020 A
202100120 ASCHEMAN, EMILY R.	\$23.79	9/3/2020 A
202100121 BARTH, CARRIE M.	\$501.47	9/3/2020 A
202100122 BEACH, RODNEY W.	\$414.82	9/3/2020 A
202100123 CAPAN, NANCY A.	\$129.00	9/3/2020 A
202100124 DRANGE, ANGELA M.	\$51.86	9/3/2020 A
202100125 FROST, MEGAN A.	\$50.00	9/3/2020 A
202100126 GUTHRIE, ASHLEY M.	\$88.57	9/3/2020 A
202100127 HERDER, KENDRA R.	\$10.00	9/3/2020 A
202100128 INDLECOFFER, TRACI D.	\$83.86	9/3/2020 A
202100129 KATH, ABBY J.	\$67.15	9/3/2020 A
202100130 KLECKER, KEVIN W.	\$123.14	9/3/2020 A
202100131 KRUSEMARK, CARY L.	\$429.44	9/3/2020 A
202100132 LEHN, BRIDGET N.	\$266.91	9/3/2020 A
202100133 MADER, SETH A.	\$297.17	9/3/2020 A

202100134 MIRON, ARIANA K.	\$130.00	9/3/2020 A
202100135 PETERSON, SCOTT J.	\$60.00	9/3/2020 A
202100136 STOFFEL, JAMES E.	\$538.72	9/3/2020 A
202100137 STRAUSS, NATALIE J.	\$56.37	9/3/2020 A
202100138 SVIR, SARA A.	\$851.62	9/3/2020 A
202100139 ACCIARI, NICOLE E.	\$65.00	9/17/2020 A
202100140 ANDERSON, JON C.	\$75.61	9/17/2020 A
202100141 ANDERSON, MARGARET A.	\$114.45	9/17/2020 A
202100142 BEACH, RODNEY W.	\$186.30	9/17/2020 A
202100143 BRISTOL, RYAN M.	\$27.60	9/17/2020 A
202100144 CARLINSCHAUER, KYLE L.	\$85.70	9/17/2020 A
202100145 DERBY, SARA A.	\$50.00	9/17/2020 A
202100146 DINEHART, CHARLOTTE L.	\$49.99	9/17/2020 A
202100147 DONAHOE, TRACI L.	\$125.08	9/17/2020 A
202100148 ENGSTRAN, PAUL A.	\$65.00	9/17/2020 A
202100149 FERNANDEZ, KEVIN M.	\$109.25	9/17/2020 A
202100150 FILIPEK, KAREN A	\$139.95	9/17/2020 A
202100151 GRAVLEY, STEPHEN A.	\$99.98	9/17/2020 A
202100152 HANNIGAN, TAMMIE L.	\$44.99	9/17/2020 A
202100153 HIGGINS, SHEILA J.	\$54.65	9/17/2020 A
202100154 KNOPS, ROXANNE	\$52.54	9/17/2020 A
202100155 KONE, AMINATA	\$91.97	9/17/2020 A
202100156 MAURER, TIMOTHY J.	\$130.00	9/17/2020 A
202100157 MOSENG, AMANDA R.	\$65.00	9/17/2020 A
202100158 OSWALD, NICOLE M.	\$58.58	9/17/2020 A
202100159 PHETTEPLACE, WANDA M.	\$65.00	9/17/2020 A
202100160 REBER, JODY A.	\$114.99	9/17/2020 A
202100161 REEVES, BROOKE E.	\$199.24	9/17/2020 A
202100162 RIEBOW, MATTHEW R.	\$58.88	9/17/2020 A
202100163 RODRIGUEZ, DARCY A.	\$50.00	9/17/2020 A
202100164 SCHULTE, ALETA A.	\$6.32	9/17/2020 A
202100165 SPREEMAN, MARIBETH	\$97.71	9/17/2020 A
202100166 SUNDBERG, KARI N.	\$46.01	9/17/2020 A
202100167 TUTTLE, JANE E.	\$65.00	9/17/2020 A
202100168 VAIL, ANNE B.	\$107.93	9/17/2020 A
202100169 WICKLAND, STEPHANIE L.	\$327.21	9/17/2020 A
	\$7,256,730.97	

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: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
Large box of homemade face masks @ 200	Kim Westerholm	White Bear Lake Area School District
\$300 for classroom supplies, books, etc. for Adam Holman	Dennis and Mina Beth Holman	White Bear Lake Area High School – South Campus
\$900 for classroom supplies, books, etc. for Adam Holman	Dennis and Mina Beth Holman	Central Middle School
\$800 for football program	Dennis and Mina Beth Holman	White Bear Lake Area High School – South Campus
\$50 for student lunches	Marcia Savela	Birch Lake Elementary
Face shields for staff and students	Andersen Windows	Birch Lake Elementary

RECOMMENDED ACTION: Approve

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 Resource

RESIGNATION/TERMINATION/NON-RENEWAL– CLASSIFIED STAFF

NORRIS BLACKMON– Pupil Support Assistant, WBLAHS - North Campus
Employed by District 624 since 03/02/2020
Effective Date: 09/04/2020

CODY BRAEGER– Pupil Support Assistant, Sunrise Middle School
Employed by District 624 since 05/19/2014
Effective Date: 09/03/2020

IAN CARR– Pupil Support Assistant, WBLAHS - North Campus
Employed by District 624 since 02/06/2020
Effective Date: 09/03/2020

TINA GRAMBUSH– Nutrition Services, WBLAHS – South Campus
Employed by District 624 since 09/13/2017
Effective Date: 09/10/2020

SANDRA HANNAH– Instructional Assistant, Birch Lake Elementary
Employed by District 624 since 09/04/2018
Effective Date: 10/02/2020

BETHANY HOLMES – Nurse Para, Birch Lake Elementary
Employed by District 624 since 09/06/2016
Effective Date: 06/08/2020

LINDA JODL– Nutrition Services, Willow Elementary
Employed by District 624 since 10/05/2015
Effective Date: 09/14/2020

MICHELLE KOTOSKY – Bus Aide, Bus Garage
Employed by District 624 since 09/03/2013
Effective Date: 09/08/2020

RENEE MCCABE – Media Clerk, Otter Lake Elementary
Employed by District 624 since 08/24/2018
Effective Date: 10/06/2020

MICHAEL SHERWOOD– Pupil Support Assistant, Sunrise Middle School
Employed by District 624 since 10/01/2019
Effective Date: 09/09/2020

JILL STUCYNSKI– Program Assistant Leader, Oneka Elementary
Employed by District 624 since 01/03/2017
Effective Date: 08/28/2020

RETIREMENT– CLASSIFIED STAFF

JERRILYN BRUSKI– Nutrition Services, Sunrise Middle School

Employed by District 624 since 03/21/1994

Effective Date: 10/02/2020

LAURIE CARLSON– Pupil Support Assistant, WBLAHS - North Campus

Employed by District 624 since 09/15/1997

Effective Date: 09/30/2020

LYNNDA KELLY– Pupil Support Assistant, Otter Lake Elementary

Employed by District 624 since 11/06/1995

Effective Date: 09/04/2020

THOR LARSON – Bus Driver, Bus Garage

Employed by District 624 since 11/29/2010

Effective Date: 09/01/2020

CATHY OGRADY– Media Assistant, Birch Lake Elementary

Employed by District 624 since 08/23/2001

Effective Date: 09/25/2020

VIRGINIA PRICE – Custodian, Central Middle Schools

Employed by District 624 since 07/23/2012

Effective Date: 10/31/2020

JODY REBER– Executive Assistant to Superintendent, District Center

Employed by District 624 since 09/19/1988

Effective Date: 12/31/2020

LISA ROCKWOOD– Pupil Support Assistant, Otter Lake Elementary

Employed by District 624 since 09/01/1999

Effective Date: 09/30/2020

BARBARA SHULTZ– Pupil Support Assistant, WBLAHS – North Campus

Employed by District 624 since 09/11/2000

Effective Date: 09/11/2020

RETIREMENT– CERTIFIED STAFF

DONA KASS– Speech Pathologist, Hugo Elementary

Employed by District 624 since 08/24/1998

Effective Date: 12/31/2020

JANEL TOUSSANT– French Teacher, WBLAHS – South Campus

Employed by District 624 since 08/21/1980

Effective Date: 08/28/2020

RETIREMENT– NON-AFFILIATED STAFF

DEBRA KELLEY– Nutrition Services Support Supervisor, District Center
Employed by District 624 since 09/08/1987
Effective Date: 06/18/2021

CHANGE IN ASSIGNMENT – CLASSIFIED STAFF

ALISSA ACKER – Custodian, Normandy Park/Sunrise Middle School
To Custodian, Central Middle School
\$20.14 per hr., 40 hrs. per wk., \$42,304.05
Effective Date: 10/02/2020

JACKIE HOOK – Pupil Support Assistant, Otter Lake Elementary
Increase in hours, from 30.0 hrs. per week to 32.5 hrs. per week
Effective Date: 2020-2021 School Year

HEIDI MATT – Pupil Support Assistant, From Otter Lake to Central Middle School
Increase in hours, from 30.0 hrs. per week to 32.5 hrs. per week
Effective Date: 2020-2021 School Year

BETELHEM MEKURIA - From ADSIS Instructional Assistant, Hugo and Oneka Elementary
To Pupil Support Assistant, Oneka Elementary
\$20.38 per hr., 32.5 hrs. per wk., \$27,553.76
Effective Date: 09/28/2020

PATRICIA NADEAU – Bus Aide, Bus Garage
From Part-Time 24 hrs. per wk. To Full-Time 32.5 hrs. per wk.
Effective Date: 09/24/2020

HUSSEIN ISACK – Substitute Custodian, District Wide To Custodian, Sunrise Middle School
\$19.39 per hr., 40 hrs. per wk., \$29,783.03
Effective Date: 10/05/2020

EXTRA ASSIGNMENT – CERTIFIED STAFF

JENNIFER LATUFF– .1 Art Teacher, WBLAHS – South Campus
MA+15, Step 13, \$ 8,209.20
Effective Date: 2020-2021 School Year

MATTHEW MCGLOTHLIN– .1 Social Studies Teacher, WBLAHS – South Campus
MA, Step 13, \$8,840.00
Effective Date: 2020-2021 School Year

MARK MISGEN– .1 Physical Education Teacher, Sunrise Middle School
MA+60, Step 13, \$ 9,848.70
Effective Date: 2020-2021 School Year

TEMPORARY CHANGE IN ASSIGNMENT – CERTIFIED STAFF

JACLYN BREMER– FACS, WBLAHS – South Campus

From .9 FTE to 1.0 FTE

Effective Date: 2020-2021 School Year

EMMA JOHNSON– LTS Language Arts Teacher, WBLAHS – South Campus

From .8 FTE to 1.0 FTE

Effective Date: 10/12/2020

SHANNON TREICHEL– Instructional Coach, WBLAHS – North Campus

From .8 FTE to 1.0 FTE

Effective Date: 2020-2021 School Year

TYRIE WILLIAMS – From .5 FTE Music Teacher, Central Middle School

To .5 FTE Music and .5 FTE Reserve Teacher

Effective Date: 2020-2021 School Year

PART TIME LEAVE OF ABSENCE – CERTIFIED STAFF

MARY DENUCCI– Language Arts Teacher, Sunrise Park Middle School

Position .5 FTE (Leave .5 FTE)

Effective Date: 2020-2021 School Year

FULL TIME LEAVE OF ABSENCE – CERTIFIED STAFF

KELLY COUNIHAN– 2nd Grade Teacher, Matoska Elementary

Employed by District 624 since 08/19/2019

Effective Date: 09/13/2020 through 10/28/2020

JULIE DORNER– Speech/Language Pathologist, Lincoln Elementary and WBLAHS – North Campus

Employed by District 624 since 08/22/2002

Effective Date: 2020-2021 School Year

CAMILLE FARINELLA– Music Teacher, Matoska Elementary

Employed by District 624 since 08/27/2009

Effective Date: 2020-2021 School Year

ABIGAIL GOOCH– 1st Grade Teacher, Hugo Elementary

Employed by District 624 since 08/24/2015

Effective Date: 09/01/2020 through 01/15/2021

CHRISTINA HAYDEN– 1st Grade Teacher, Matoska Elementary

Employed by District 624 since 08/26/2004

Effective Date: 09/14/2020 through 06/14/2020

LISA OLSON– Special Education Teacher, Central Middle School

Employed by District 624 since 08/21/2003

Effective Date: 09/28/2020 through 06/14/20

MICHAEL SELB– 5th Grade Teacher, Otter Lake Elementary
Employed by District 624 since 08/27/2009
Effective Date: 2020-2021 School Year

HEIDI WALSH– 5th Grade Teacher, Vadnais Heights Elementary
Employed by District 624 since 08/21/2013
Effective Date: 2020-2021 School Year

PART-TIME TEACHER PROGRAM – CERTIFIED STAFF

MARY DENUCCI– Language Arts Teacher, Sunrise Park Middle School
Employed by District since 09/26/1988
Effective Date: 2020-2021 School Year

NEW PERSONNEL – CLASSIFIED STAFF

TRISHA ANDERSON– Pupil Support Assistant, Otter Lake Elementary
\$19.53 per hr., 32.5 hrs. per wk., \$20,818.98
Effective Date: 10/05/2020

EMILY BRADT– Media Clerk, Lincoln Elementary
\$18.34 per hr., 22.5 hrs. per wk., \$15,185.52
Effective Date: 09/07/2020

BRIGITTE BROLIN– Pupil Support Assistant, Oneka Elementary
\$19.53 per hr., 32.5 hrs. per wk., \$21,453.70
Effective Date: 09/28/2020

SAMANTHA CISNEROS– Pupil Support Assistant, Sunrise Middle School
\$19.53 per hr., 32.5 hrs. per wk., \$22,342.32
Effective Date: 10/05/2020

CANDACE CLARK– Pupil Support Assistant, WBLAHS – North Campus
\$19.53 per hr., 32.5 hrs. per wk., \$22,342.32
Effective Date: 09/14/2020

LYNDA CLAUSEN– Lunchroom Assistant, Willow Lane Elementary
\$18.34 per hr., 12.5 hrs. per wk., \$1,054.55
Effective Date: 09/14/2020

DESIREE DE LA PAZ– Pupil Support Assistant, Sunrise Middle School
\$19.53 per hr., 32.5 hrs. per wk., \$22,723.15
Effective Date: 09/14/2020

JESSICA EBERT– Pupil Support Assistant, Sunrise Middle School
\$19.53 per hr., 32.5 hrs. per wk., \$20,818.98
Effective Date: 10/05/2020

JODY ESKRO– Media Clerk & Lunchroom Assistant, Otter Lake Elementary
\$18.34 per hr., 30 hrs. per wk., \$17,826.48
Effective Date: 10/07/2020

JEFFERY IVEY– Custodian, WBLAHS – North Campus & Vadnais Heights Elementary
\$21.45 per hr., 40 hrs. per wk., \$31,738.38
Effective Date: 10/01/2020

ANNA KANG– Pupil Support Assistant, Central Middle School
\$19.53 per hr., 32.5 hrs. per wk., \$ 21,834.54
Effective Date: 09/14/2020

APRIL MATIATOS– Program Assistant Leader, Hugo and Oneka Elementary
\$14.92 per hr., 19.5 hrs. per wk., \$12,568.60
Effective Date: 08/31/2020

WILLIAM MENIER– Pupil Support Assistant, Oneka Elementary
\$19.53 per hr., 32.5 hrs. per wk., \$20,818.98
Effective Date: 10/05/2020

KRISANNE NESKE– Pupil Support Assistant, WBLAHS – North Campus
\$19.53 per hr., 32.5 hrs. per wk., \$21,453.70
Effective Date: 09/28/2020

MICHELLE RIGGS– Administrative Assistant Attendance, Sunrise Middle School
\$18.34 per hr., 35 hrs., \$ 22,980.02
Effective Date: 09/14/2020

ROSANNA ROGERS– Pupil Support Assistant, Lincoln Elementary
\$19.53 per hr., 16.25 hrs. per wk., \$10,917.27
Effective Date: 09/08/2020

LISA SERVATIUS– Pupil Support Assistant, Sunrise Middle School
\$19.53 per hr., 32.5 hrs., \$22,342.32
Effective Date: 09/14/2020

ANGELICA SOLANO MERINO– Pupil Support Assistant, WBLAHS – South Campus
\$19.53 per hr., 32.5 hrs. per wk., \$22,088.43
Effective Date: 09/21/2020

NEW PERSONNEL – CERTIFIED STAFF
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KIMBERLY YOUNG– .4 FTE School Social Worker, Admin. Offices and Willow Lane Elementary
MA, Step 13, \$29,519.04
Effective Date: 09/28/2020

NEW PERSONNEL – NON-AFFILIATED

HEIDI KRIESEL– Bear Fundamentals Lead Instructor, Otter Lake Elementary
\$22.95 per hr., 40 hrs. per wk., 34,149.60
Effective Date: 09/11/2020

TEMPORARY – CLASSIFIED STAFF

JARYNN COKER– Instructional Assistant, Lincoln Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,835.72
Effective Date: 2020-2021 School Year

AMY DOUGHERTY– LTS Media Clerk, WBLAHS - South Campus
\$18.34 per hr., 40 hrs. per wk., \$24,062.08
Effective Date: 2020-2021 School Year

SARAH FOX– Media Clerk, Sunrise Middle School
\$18.34 per hr., 35 hrs. per wk., \$5,391.96
Effective Date: 09/11/2020 – 11/13/2020

LEXIE LEICK– Instructional Assistant, Lakeaires Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,835.72
Effective Date: 2020-2021 School Year

JESSICA REBEAU– Instructional Assistant, Matoska Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,835.72
Effective Date: 2020-2021 School Year

CARLEY SCHERBEL NIPP– Instructional Assistant, Oneka Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,835.72
Effective Date: 2020-2021 School Year

MICHAEL SEIVERT– Pupil Support and Behavior Management Asst., Willow Lane Elementary
\$19.53 per hr., 32.5 hrs. per wk., \$20,818.78
Effective Date: 10/05/2020

VICTORIA SIMKINS– Instructional Assistant, (KtK) Birch Lake Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,439.07
Effective Date: 10/07/2020 through 06/11/2020

KAYLA TROSKE– Instructional Assistant, Oneka Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,835.72
Effective Date: 2020-2021 School Year

LINDSY WADDELL– Instructional Assistant, Vadnais Heights Elementary
\$19.07 per hr., 24 hrs. per wk., \$15,439.07
Effective Date: 10/08/2020 through 06/11/2020

LONG TERM SUBSTITUTE – CERTIFIED STAFF

MADLINE BARNES – Music Teacher, Matoska Elementary

BA, Step 1, \$40,040.46

Effective Date: 10/05/2020 – 06/14/2021

DIANE DUKOWITZ – Special Education Teacher, Central Middle School

BA+15, Step 1, 1.0 FTE \$ 46,603

Effective Date: 09/28/2020 – 06/14/2021

CHRISTOPHER HARRIS– Special Education Teacher, WBLAHS – South Campus

BA, Step 1, \$40,010.46

Effective Date: 2020-2021 School Year

EMMA JOHNSON– Language Arts Teacher, WBLAHS – South Campus

BA, Step 1, \$33,891.21

Effective Date: 2020-2021 School Year

CODY WEBSTER– FACS Teacher, WBLAHS – North Campus

BA, Step 1, 1.0 FTE \$ 40,072.00

Effective Date: 2020-2021 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 for 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 who wish to address the School 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 School Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. School District policy and data privacy laws preclude the School Board from publicly discussing student matters or data, including information, which, if discussed in a public meeting could violate law or policy.
7. An appropriate school district official will be assigned to contact the speaker with answers to his/her questions or with follow-up information.
8. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.
9. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.
10. 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.

C. INFORMATION ITEMS

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **October 12, 2020**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: **October Enrollment Update**
MEETING DATE: **October 12, 2020**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance
and Operations**

BACKGROUND:

Tim Wald will report enrollment for October 1, the date used for funding calculations by MDE. Also included will be a report of enrollment by hybrid and distance learning.

October 1 Enrollment - *ELEMENTARY*

<i>School</i>	<i>Enrollment Oct 2020</i>	<i>Enrollment Oct 2019</i>	<i>Difference +/-</i>
Birch Lake	250	272	(22)
Hugo	297	318	(21)
Lakeaires	391	400	(9)
Lincoln	444	478	(34)
Matoska	568	585	(17)
Oneka	630	654	(24)
Otter Lake	532	578	(46)
Vadnais Heights	381	428	(47)
Willow Lane	365	362	+3
Total	3858	4075	(217)

October 1 Enrollment - Grade Level Cohort

<i>Grade Level</i>	<i>Enrolled</i>	<i>Diff from 2019</i>
K	647	(45)
1	649	(43)
2	627	(29)
3	651	(41)
4	622	(9)
5	662	(45)

<i>Grade Level</i>	<i>Enrolled</i>	<i>Diff from 2019</i>
6	678	(22)
7	692	(8)
8	698	(3)
9	622	(3)
10	599	(17)
11	559	(8)
12	741	(26)

October 1 Enrollment - *SECONDARY/ALL*

School (1)	Enrollment (2) Oct 1 2020	Enrollment (3) Oct 1 2019	Difference (4) +/-	Budgeted (5) Enrollment	Difference from (6) Budgeted
Central	1162	1180	(18)		
Sunrise	906	846	+60		
MS Total	2068	2026	+42	2064	4
North Campus	1213	1166	+47		
South Campus	1140	1189	(49)		
ALC	118	132	(14)		
TEC	50	38	+12		
HS Total	2521	2525	(4)	2506	15
Secondary Total	4589	4551	+38	4572	+19
Elem Total	3858	4075	(217)	4101	(243)
Elem/Sec Total	8447	8626*	(179)	8672	(224)

October 1 Enrollment - *ALL*

School	Enrollment Oct 1 2020	Enrollment Oct 1 2019	Difference +/-	Difference from budget
Elem Total	3858	4075	(217)	(243)
MS Total	2068	2026	+42	4
HS Total	2521	2525	(4)	15
Elem/Sec Total	8447	8626*	(179)	(224)

Enrollment by Hybrid and Distance Learning

Elementary

- Hybrid: 78.44%
- Dist Lrng: 21.56%

School	Hybrid	Hybrid %	Distance Learners	Distance Learner %
Birch Lake	180	71.71%	71	28.29%
Hugo	259	87.50%	37	12.50%
Lakeaires	321	81.47%	73	18.53%
Lincoln	339	76.35%	105	23.65%
Matoska	438	77.39%	128	22.61%
Oneka	539	85.56%	91	14.44%
Otter Lake	434	81.73%	97	18.27%
Vadnais Heights	236	62.11%	144	37.89%
Willow Lane	281	76.57%	86	23.43%
Total	3027	78.44%	832	21.56%

Enrollment by Hybrid and Distance Learning

Secondary

- Hybrid: 72.76%
- Dist Lrng: 27.24%

ALL

- Hybrid: 75.4%
- Dist Lrng: 24.6%

School	Hybrid	Hybrid %	Distance Learners	Distance Learner %
Central	922	79.1%	243	20.9%
Sunrise	613	68.1%	287	31.9%
North Campus	873	72.3%	335	27.7%
South Campus	815	71.9%	319	28.1%
ALC	65	56.5%	50	43.5%
TEC	38	77.5%	11	22.5%
Sec Total	3,326	72.8%	1,245	27.2%
Elem Total	3,027	78.44%	832	21.56%
Elem/Sec Total	6,353	75.4%	2,077	24.6%

Enrollment in Distance Learning by Race

<i>Level</i>	<i>Am Indian</i>	<i>Asian or Pacific Islander</i>	<i>Black</i>	<i>Hispanic</i>	<i>White</i>	<i>2 or more races/Un specified</i>	<i>Free/ Reduced Lunch</i>	<i>SpEd</i>	<i>Distance Learner %</i>
Elementary	4	177	71	72	448	60	173	114	832
Percentage	23.5%	57.3%	28.4%	25.2%	16.4%	23.08%	24%	17.5%	21.56%
Middle School	1	93	57	58	267	54	152	72	530
Percentage	20%	66.4%	42.2%	36.5%	18.2%	33.8%	35.5%	25.5%	25.67%
High School	8	91	66	72	427	51	162	120	715
Percentage	66.7%	55.5%	42.9%	34.5%	23.2%	37.8%	37.1%	32.2%	28.53%
Total Partic.	13	361	194	202	1142	165	487	306	2077
Total %	38.24%	58.79%	35.99%	30.89%	18.93%	29.73%	30.82%	23.43%	24.64%

AGENDA ITEM: **Policy 301, School District Administration**
MEETING DATE: **September 14, 2020**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 301, School District Administration, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no recommended changes to this policy.

The purpose of this policy is to clarify the role of the school district administration and its relationship with the School Board.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: December 11, 1995
Revised: December 10, 2001
Revised: December 10, 2012
Revised:

*White Bear Lake Area School District
School Board Policy 301*

301 SCHOOL DISTRICT ADMINISTRATION

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the School Board.

II. GENERAL STATEMENT OF POLICY

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The School Board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the School Board.
- C. The School Board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. Although the School Board holds the superintendent ultimately responsible for administration of the school district and annual evaluation of each principal and cabinet office administrator, the School Board also recognizes the responsibility of cabinet office administrators and principals for educational results and effective administration, supervision, and instructional leadership at the district and school building level.
- E. The School Board and school administration shall work together to share information and decisions that best serve the needs of school district students.

Legal References: Minn Stat 123B.143 (Superintendents)
Minn Stat 123B.147 (Principals)

Cross References: MSBA Service Manual, Chapter 5, School Board-Staff Relationships

AGENDA ITEM: **Policy 302, Superintendent**
MEETING DATE: **September 14, 2020**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 302, Superintendent, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes are capitalizing School Board and adding a new B to section III.

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

302 SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The sSchool bBoard shall employ a superintendent who shall serve as an ex officio, nonvoting member of the sSchool bBoard and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the sSchool bBoard
- B. The superintendent or their designee shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- ~~B~~-C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- ~~C~~-D. Where responsibilities are not specifically prescribed, nor sSchool bBoard policy applicable, the superintendent shall use personal and professional judgment, subject to review by the sSchool bBoard.

Legal References: Minn. Stat. 123B.143 (Superintendent)

Cross References: WBLASB Policy 202 (School Board Officers)
WBLASB Policy 208 (Development, Adoption, and Implementation of Policies)
WBLASB Policy 214 (Out-of-State Travel by School Board Members)
WBLASB Policy 301 (School District Administration)
WBLASB Policy 303 (Superintendent Selection)
WBLASB Policy 304 (Superintendent Contract, Duties, and Evaluation)
WBLASB Policy 305 (Policy Implementation)
WBLASB Policy 306 (Administrator Code of Ethics)

WBLASB Policy 412 (Expense Reimbursement)
WBLASB Policy 510 (School Activities)
WBLASB Policy 511 (Student Fundraising)
WBLASB Policy 513 (Student Promotion, Retention, and Program Design)
WBLASB Policy 602 (Organization of School Calendar and School Day)
WBLASB Policy 605 (Alternative Programs)
WBLASB Policy 701 (Establishment and Adoption of School District Budget)
WBLASB Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
WBLASB Policy 802 (Disposition of Obsolete Equipment and Material)
WBLASB Policy 903 (Visitors to School District Buildings and Sites)
WBLASB Policy 905 (Advertising)
WBLASB Policy 906 (Community Notification of Predatory Offenders)
WBLASB Policy 907 (Rewards)
MSBA Service Manual, Chapter 3, Superintendent of Schools

AGENDA ITEM: **Policy 303, Superintendent Selection**
MEETING DATE: **September 14, 2020**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 303, Superintendent Selection, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes to this policy.

The purpose of this policy is to convey to the school community that the authority to select and employ a superintendent is vested in the School Board.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: December 11, 1995
Revised: December 10, 2001
Revised: January 10, 2005
Revised: November 13, 2017

White Bear Lake Area School District
School Board Policy 303

303 SUPERINTENDENT SELECTION

I. PURPOSE

The purpose of this policy is to convey to the school community that the authority to select and employ a superintendent is vested in the School Board.

II. GENERAL STATEMENT OF POLICY

The School Board shall employ a superintendent to serve as the chief executive officer of the school district and to conduct the daily operations of the school district.

III. QUALIFICATIONS

- A. The School Board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The School Board will consider professional preparation, experience, skill and demonstrated competence of qualified applicants in making a final decision.

IV. SELECTION

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the School Board.
- B. The School Board may contract for assistance in the search for a superintendent.
- C. The School Board shall provide the contract for the superintendent and specifically identify all conditions of employment mutually agreed upon with the superintendent. In so doing, the School Board shall observe all requirements of state and federal law and School Board policy.

Legal References: Minn. Stat. 123B.143 (Superintendent)
Minn. Rules. Chapter 3512

Cross References: MSBA Service Manual, Chapter 3, Superintendent

AGENDA ITEM: **Policy 304, Superintendent Contract, Duties and Evaluation**

MEETING DATE: **September 14, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 304, Superintendent Contract, Duties and Evaluation, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The only change was deleting the addendum A and B.

The purpose of this policy is to provide for the use of an employment contract with the superintendent, as well as for a position description and the use of an approved instrument to evaluate the performance of the superintendent.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: December 11, 1995
Revised: December 10, 2001
Revised: November 8, 2004
Revised: February 8, 2016

White Bear Lake Area School District
School Board Policy 304

304 SUPERINTENDENT CONTRACT, DUTIES AND EVALUATION

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the superintendent, as well as for a position description and the use of an approved instrument to evaluate the performance of the superintendent.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.
- B. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent and shall be measured by a performance appraisal instrument approved by the School Board in consultation with the superintendent. The School Board shall use this instrument to evaluate the performance of the superintendent. (~~See Addendum A for process calendar and Addendum B for Superintendent's Performance Appraisal Form~~)
- C. The School Board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as model instruments.

Legal References: Minn. Stat. 123B.143 (Superintendent)

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools (See Model Contract, Sample Performance Appraisals, and Model Job Description)

Addendum A - Process Calendar for Evaluation of Superintendent

Addendum B - Superintendent's Performance Appraisal Form

AGENDA ITEM: **Policy 305, Policy Implementation**
MEETING DATE: **September 14, 2020**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 305, Policy Implementation, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. No changes to this policy.

The purpose of this policy is to clarify the responsibility of the school administration for implementation of School Board policy.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: December 11, 1995
Revised: December 10, 2001
Revised: December 10, 2012

White Bear Lake Area School District
School Board Policy 305

305 POLICY IMPLEMENTATION

I. PURPOSE

The purpose of this policy is to clarify the responsibility of the school administration for implementation of School Board policy.

II. GENERAL STATEMENT OF POLICY

- A. It shall be the responsibility of the superintendent, principals and other district administration to implement School Board policy and to recommend additions or modifications thereto. The administration is authorized to develop guidelines and directives to effectuate the implementation of School Board policies. These guidelines and directives shall not be inconsistent with said policies.
- B. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the superintendent or designee to assure compliance with School Board policy.

Legal References: Minn. Stat. 123B.143 (Superintendent)

Cross References: WBLASB Policy 208 (Development, Adoption and Implementation of Policies)

AGENDA ITEM: **Policy 306, Administrator Code of Ethics**
MEETING DATE: **September 14, 2020**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 306, Administrator Code of Ethics, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The only change is eliminating the word rule in II. B-11.

The purpose of this policy is to establish the requirement of the School Board that school administrators adhere to standards of ethics and professional conduct as outlined in this policy and in Minnesota law.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirement of the School Board that school administrators adhere to standards of ethics and professional conduct as outlined in this policy and in Minnesota law.

II. GENERAL STATEMENT OF POLICY

- A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.
- B. The educational administrator:
1. Makes the well-being of students the fundamental value of all decision-making and actions.
 2. Fulfills professional responsibilities with honesty and integrity.
 3. Supports the principle of due process and protects the civil and human rights of all individuals.
 4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
 5. Implements the School Board's policies.
 6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.
 7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.

8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the Code of Ethics for School Administrators in Minnesota.
~~Rule.~~

Legal References: Minn. Stat. 122A.14 Subd. 4 (Code of Ethics)
Minnesota Rules 3512.5200 (Code of Ethics for School Administrators)

Cross References:

AGENDA ITEM: **Policy 496, Faculty and Staff Dress and Appearance Policy**

MEETING DATE: **September 14, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Matt Mons, Director of Human Resources and General Counsel**

BACKGROUND:

School Board Policy 496, Faculty and Staff Dress and Appearance, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The only change is eliminating B in section II.

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, and that set an appropriate example for students. We believe that professionally dressed staff set a higher expectation for student behavior and building climate.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 13, 2012
Revised: _____

White Bear Lake Area
School Board Policy 496

496 FACULTY AND STAFF DRESS AND APPEARANCE

I. PURPOSE AND BELIEF

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, and that set an appropriate example for students. We believe that professionally dressed staff set a higher expectation for student behavior and building climate.

II. GENERAL STATEMENT OF POLICY

- A. The School District recognizes that teachers and other staff members are role models for the students who come in contact with them during and after school hours. As role models, teachers and other staff should be conscious of their dress and grooming and how it may affect and be perceived by students, parents and community members.

Teachers and staff are expected to dress in a professional and appropriate manner that will be conducive to the educational environment. Employees should be clean, neat, well groomed and dressed in an appropriate manner for their individual work assignments.

A wide variety of teaching styles and activities occur among subject, age and grade levels. Therefore, activities and assignments planned for the day will influence, to a degree, the style of dress considered appropriate attire. Good judgment and common sense should be used in choosing appropriate attire.

The responsibility for determining appropriate grooming and dress consistent with this policy shall be under the supervision of the district and school level administrator.

- ~~B. The administration shall work with employees to develop guidelines consistent with this policy.~~

Legal References: U.S. Const., amend. I
Kelley, Comm'r, Suffolk Cnty. Police Dep't v. Johnson, 425 U.S. 238 (1976)
Tardif v. Quinn, 545 F.2d 761 (1st Cir. 1976)
Miller v. Sch. Dist. No. 167, 495 F.2d 658 (7th Cir. 1974)
Morrison v. Hamilton Cnty. Bd. of Educ., 494 S.W.2d 770 (Tenn. 1973)

Cross References: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 504 (Student Dress and Appearance)
WBLASB Policy 609 (Religion)

AGENDA ITEM: **Policy 520, Student Surveys**

MEETING DATE: **September 14, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Matt Mons, Director of Human Resources and
General Counsel**
**Dr. Alison Gillespie, Assistant Superintendent
for Teaching and Learning**

BACKGROUND:

School Board Policy 520, Student Survey, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. Changes are in section III – A, B, C, and E; Section IV C; Section V; and Legal Reference.

Occasionally the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: September 8, 1997
Revised: May 9, 2005
Revised: January 9, 2012
Revised:

White Bear Lake Area
School Board Policy 520

520 STUDENT SURVEYS

I. PURPOSE

Occasionally the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 U.S.C. § 1232h.

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys/data will be ~~reported~~ conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. ~~There will be a~~ No requirement that the student return the survey shall exist, and no record of the student returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, ~~sex~~, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey ~~depending upon how the survey is funded~~. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minn. Stat. Ch. 13 (Minnesota Government

Data Practices Act), 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act) and 34 C.F.R. Part 99.

- E.** The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
1. political affiliations or beliefs of the student or the student's parent/guardian;
 2. mental and psychological problems of the student or the student's family;
 3. sex behavior or attitudes;
 4. illegal, antisocial, self-incriminating or demeaning behavior;
 5. critical appraisals of other individuals with whom respondents have close family relationships;
 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; or
 7. religious practices, affiliations, or beliefs of the student or the student's parent/guardian; or
 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program),
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.
1. The following policies are to be adopted in consultation with parents:

- a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

“Parent” means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

- b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.
- c. The right of a parent of a student to inspect, on request, any instructional material used as part of the education curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

“Instructional material” means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

- d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. § 1400, *et. seq.*).
- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.

(1) “Personal information” means individually identifiable information including a student's or parent's first and last name; a home or other physical address (including street

name and the name of the city or town); a telephone number; or a Social Security identification number.

- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
 - (a) college, ~~or~~ other postsecondary education ~~recruitment~~ or military recruitment;
 - (b) book clubs, magazines, and programs providing access to low-cost literary products;
 - (c) curriculum and instructional materials used by elementary and secondary schools;
 - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically-useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
 - (f) student recognition programs.
- (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for a reasonable period of time after the request is received.

2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
 - a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
 - b. The notice will provide parents with an opportunity to opt out

of participation in the following activities:

- (1) Activities involving collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
- (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
- (3) Any non-emergency invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

- c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2, Subparagraph b., above, are scheduled, or expected to be scheduled.
- d. These notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

~~D. The school district shall give parents and students notice of their rights under this section.~~

V. NOTICE

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to

participate in a student survey by United States mail, email, or another direct form of communication.

C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information; Parent Notice and Opportunity for Opting Out)
20 U.S.C. 1232g (Family Educational Right and Privacy Act)
20 U.S.C. 1232h (Protection of Pupil Rights)
34 C.F.R. Part 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273, 122 S.Ct. 2268, 153 L.Ed. 2d 309 (2002)
C.N. v. Ridgewood Bd. Of Educ., 430 F. 3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School District, 427 F.3d. 1197 (9th Cir. 2005)

Cross References: WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 522 (Student Sex Nondiscrimination)

AGENDA ITEM: **Policy 521, Student Disability
Nondiscrimination**

MEETING DATE: **September 14, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Matt Mons, Director of Human Resources and
General Counsel**
Lisa Ouren, Director of Student Services

BACKGROUND:

School Board Policy 521, Student Disability Nondiscrimination, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The only change is in section III.

The purpose of this policy is to protect disabled students from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: September 8, 1997
Revised: September 11, 2006
Revised: January 11, 2010
Revised: January 14, 2013
Revised:

*White Bear Lake Area
School Board Policy 521*

521 STUDENT DISABILITY NONDISCRIMINATION

I. PURPOSE

The purpose of this policy is to protect disabled students from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

II. GENERAL STATEMENT OF POLICY

- A. Disabled students who meet the criteria of Paragraph C below are protected from discrimination on the basis of a disability.
- B. The responsibility of the school district is to identify and evaluate learners who, within the intent of Section 504, need services, accommodations, or programs in order that such learners may receive a free appropriate public education.
- C. For this policy, a learner who is protected under Section 504 is one who:
 - 1. has a physical or mental impairment that substantially limits one or more of such person's major life activities; or
 - 2. has a record of such an impairment; or
 - 3. is regarded as having a such impairment.
- D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

III. COORDINATOR

Persons who have questions, comments, or complaints should contact the Director of Special Services ~~regarding grievances or hearing requests regarding disability issues.~~ This person is the school district's Americans with Disabilities Act/Section 504 Coordinator. Persons who wish to make a complaint regarding a disability discrimination matter may use the Student Disability Discrimination Grievance Report Form. The form should be given to the ADA/Section 504 Coordinator.

Legal References: Pub.L.110-325, 122 Stat. 3553 (ADA Amendments Act of 2008, § 7)
29 U.S.C. § 794 *et seq.* (§ 504 of Rehabilitation Act of 1973)

Cross References: 34 C.F.R. Part 104 (Section 504 Implementing Regulations)
WBLASB Policy 402 (Disability Nondiscrimination)

AGENDA ITEM: **Policy 807, Health and Safety**

MEETING DATE: **September 14, 2020**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 807, Health and Safety, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. Changes include capitalizing School Board throughout the policy and adding 10 to A in section IV.

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

RECOMMENDED ACTION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 9 School Board meeting agenda or a subsequent meeting for action.

Adopted: July 9, 2012

White Bear Lake Area Schools District #624
Policy 807

Revised: October 12, 2015

Revised: November 14, 2016

807 HEALTH AND SAFETY

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.

- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent or designee. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent or designee may request that the safety committee established under Minn. Stat. § 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minn. Stat § 182.676

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and

subject to the budget adopted by the sSchool bBoard to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the sSchool bBoard on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.

- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the sSchool bBoard, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
 - 1. Art Safety
 - 2. Asbestos
 - 3. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
 - 4. Bleacher Safety
 - 5. Bloodborne Pathogens/ Infectious Waste
 - 6. Combustible and Hazardous Materials Storage
 - 7. Community Right to Know
 - 8. Compressed Gas Safety
 - 9. Confined Space Standard
 - 10. Contagion Management
 - 11. Control of Hazardous Energy Sources (Lockout/Tagout)
 - 12. Electrical Safety
 - 13. Emergency Lighting
 - 14. Emergency Response Plan (Crisis Action Plan)
 - 15. Employee Right to Know
 - 16. Ergonomics Program
 - 17. Fall Protection
 - 18. Fire and Life Safety
 - 19. First Aid/CPR/AED
 - 20. Food Service Safety/Inspections

21. Forklift Safety
22. Hazardous Air Emissions Program (Boilers)
23. Hazardous Waste
24. Hearing Conservation
25. Hoist/Lift/Elevator Safety
26. Indoor Air Quality
27. Integrated Pest Management
28. Laboratory Safety Standard/Chemical Hygiene Plan
29. Lead
30. Machine Guarding
31. Mechanical Ventilation
32. Mercury
33. Mold Cleanup and Abatement
34. National Emission Standards for Hazardous Air Pollutants for School Generators Established by the United States E.P.A.
35. OSHA Inspections, OSHA 300 Logs
36. Personal Protective Equipment (PPE)
37. Playground Safety
38. Radon
39. Respiratory Protection
40. Safety Committee
41. Structural Safety
42. Technology Education Safety Program
43. Underground/Above Ground Storage Tanks
44. Welding/Cutting/Brazing
45. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.

- F. In the event of an accident or a near miss, the school district shall promptly conduct an accident investigation in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent or designee shall be responsible to provide for periodic sSchool bBoard review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or designee, shall annually prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary to ensure clear understanding of the preliminary budget by the school board and public. The sSchool bBoard shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the sSchool bBoard to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

Legal References:

- Minn. Stat. §123B.56 (Health, Safety, and Environmental Management)
- Minn. Stat. §123B.57 (Capital Expenditure; Health and Safety)
- Minn. Stat. §182.676 (Safety Committee)
- Minn. Rules Part 5208.0010 (Applicability)
- Minn. Rules Park 5208.0070 (Alternative Forms of Committee)

Cross References:

- WBLASD #624 Policy 407 - Employee Right to Know – Exposure to Hazardous Substances)
- WBLASD #624 Policy 701 – Establishment and Adoption of School District Budget
- WBLASD #624 Policy 806 – Crisis Management Policy

E. OPERATIONAL ITEMS

AGENDA ITEM: **Resolution Relating to Lease-Purchase Financing and Refunding Certificates of Participation, Series 2020C**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Recall that at the regular School Board meeting on Sept. 14, the Board passed the Resolution Stating the Intention of the School Board to Issue a Lease-Purchase Financing and Refunding Certificates of Participation, Series 2020C. This refinancing relates to the 2004 funding of Oneka Elementary School.

The sale of the Refunding Certificates occurred on October 8, 2020 and was approved by School Board Chair Mullin and Superintendent Kazmierczak as authorized by the School Board. The next step in the process is for the School Board to ratify the sale. The low bidder was Bank of New York with a true interest cost of 0.33%, which will result in a savings of approximately \$212,000 in interest over the life of the repayment schedule.

The district's municipal advisers from Ehlers, Inc., Shelby McQuay and/or Greg Crowe, will present an overview of the process and bid results at the School Board meeting on Monday, October 12.

RECOMMENDED ACTION: *Move to approve the Resolution Relating to a Lease-Purchase Financing and Refunding Certificates of Participation, Series 2020C; Authorizing the Issuance, Determining the Form and Details, Ratifying the Award of the Sale, and Authorizing the Execution, Delivery, and Registration as presented.*

October 8, 2020

SALE DAY REPORT FOR:

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

**\$8,675,000 General Obligation School Building
Refunding Bonds, Series 2020C**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Greg Crowe,
Senior Municipal Advisor

Shelby McQuay,
Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

COMPETITIVE SALE RESULTS

Purpose: To finance a current refunding of the 2022 maturity of the District's \$24,170,000 General Obligation School Building Refunding Bonds, Series 2012B

Rating: **MN Credit Enhancement Rating:** S&P Global Ratings "AAA"
Underlying Rating: S&P Global Ratings "AA-"

Number of Bids: 3

Low Bidder: BNY Mellon Capital Markets, LLC, New York, New York

Comparison from Lowest to Highest Bid: (TIC as bid)

Low Bid 0.3390%

High Bid 0.5674%

Interest Difference **\$26,557**

Summary of Sale Results:	
Principal Amount*:	\$8,675,000
Underwriter's Discount:	\$13,186
Reoffering Premium:	\$405,383
True Interest Cost:	0.3390%
Costs of Issuance:	\$67,155
Yield:	0.22%
Future Value Savings:	\$211,883
Present Value Savings:	\$211,202
Savings Percentage:	2.273%
Total Net P&I	\$9,103,117

** The winning bidder submitted a bid with a premium price (a price greater than the par amount of the bonds) that was higher than the estimate in the Pre-Sale Report. The premium will be used to partially finance the prepayment of the existing bonds, so the principal amount of the Bonds was decreased from \$8,915,000 (in the Pre-Sale Report and Preliminary Official Statement) to \$8,675,000.*

Notes: The True Interest Cost of 0.34% is lower than the 0.56% estimated in the Pre-Sale Report. As a result, the future value savings increased to \$211,883 from the estimate of \$182,347 in the Pre-Sale Report. This will reduce the property tax levy for taxes payable in 2021.

Closing Date: November 5, 2020

Designated Official Action: Adopt the resolution ratifying the award of the sale of \$8,675,000 General Obligation School Building Refunding Bonds, Series 2020C.

Supplementary Attachments

- ✓ Bid Tabulation
- ✓ Updated Sources and Uses of Funds
- ✓ Existing Debt Service Schedule - Callable Portion of 2012B Bonds
- ✓ Updated Debt Service Schedule for the Refunding Bonds
- ✓ Updated Debt Service Comparison/Refunding Savings Analysis
- ✓ Rating Report
- ✓ Resolution Ratifying the Award of Sale of the \$8,675,000 General Obligation Alternative Facilities Refunding bonds, Series 2020A (Provided Separately)

BID TABULATION

\$8,675,000 General Obligation School Building Refunding Bonds, Series 2020C

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

SALE: October 8, 2020

AWARD: BNY MELLON CAPITAL MANAGEMENT

MN Credit Enhancement Rating: S&P Global Ratings "AAA"

Underlying Rating: S&P Global Ratings "AA-"

Tax Exempt - Non-Bank Qualified

NAME OF BIDDER	MATURITY (February 1)	RATE	REOFFERING YIELD	PRICE	NET INTEREST COST	TRUE INTEREST RATE
BNY MELLON CAPITAL MANAGEMENT Pittsburgh, Pennsylvania	2022	4.000%	0.220%	\$9,318,047.15	\$38,740.63	0.3390%
UBS FINANCIAL SERVICES INC. New York, New York				\$9,409,969.71	\$57,265.01	0.4973%
BAIRD Milwaukee, Wisconsin				\$9,401,937.30	\$65,297.42	0.5674%

* Subsequent to bid opening the individual maturity amounts were adjusted.

Adjusted Price - \$9,067,196.75

Adjusted Net Interest Cost - \$37,697.69

Adjusted TIC - 0.3390%

I.S.D. No. 624 (White Bear Lake), MN

\$8,675,000 G.O. School Building Refunding Bonds, Series 2020C

Dated: November 5, 2020 - Current Refunding of

\$24,170,000 G.O. School Building Refunding Bonds, Series 2012B

Sources & Uses

Dated 11/05/2020 | Delivered 11/05/2020

Sources Of Funds

Par Amount of Bonds	\$8,675,000.00
Reoffering Premium	405,382.75

Total Sources	\$9,080,382.75
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Uses Of Funds

Total Underwriter's Discount (0.152%)	13,186.00
Costs of Issuance	67,155.00
Deposit to Current Refunding Fund	9,000,000.00
Rounding Amount	41.75

Total Uses	\$9,080,382.75
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I.S.D. No. 624 (White Bear Lake), MN

\$24,170,000 G.O. School Building Refunding Bonds, Series 2012B

Prior Original Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
02/01/2021	-	-	-	-	-
08/01/2021	-	-	157,500.00	157,500.00	-
02/01/2022	9,000,000.00	3.500%	157,500.00	9,157,500.00	9,315,000.00
Total	\$9,000,000.00	-	\$315,000.00	\$9,315,000.00	-

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/05/2020
Average Life	1.239 Years
Average Coupon	3.5000000%
Weighted Average Maturity (Par Basis)	1.239 Years
Weighted Average Maturity (Original Price Basis)	1.239 Years

Refunding Bond Information

Refunding Dated Date	11/05/2020
Refunding Delivery Date	11/05/2020

I.S.D. No. 624 (White Bear Lake), MN

\$8,675,000 G.O. School Building Refunding Bonds, Series 2020C

Dated: November 5, 2020 - Current Refunding of

\$24,170,000 G.O. School Building Refunding Bonds, Series 2012B

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/05/2020	-	-	-	-	-
08/01/2021	-	-	256,394.44	256,394.44	-
02/01/2022	8,675,000.00	4.000%	173,500.00	8,848,500.00	9,104,894.44
Total	\$8,675,000.00	-	\$429,894.44	\$9,104,894.44	-

Yield Statistics

Bond Year Dollars	\$10,747.36
Average Life	1.239 Years
Average Coupon	4.000000%
Net Interest Cost (NIC)	0.3507623%
True Interest Cost (TIC)	0.3390346%
Bond Yield for Arbitrage Purposes	0.2202201%
All Inclusive Cost (AIC)	0.9479552%

IRS Form 8038

Net Interest Cost	0.2178897%
Weighted Average Maturity	1.239 Years

I.S.D. No. 624 (White Bear Lake), MN

\$8,675,000 G.O. School Building Refunding Bonds, Series 2020C

Dated: November 5, 2020 - Current Refunding of

\$24,170,000 G.O. School Building Refunding Bonds, Series 2012B

Debt Service Comparison

Date	Total P+I	Est. Investment Earnings	Net New D/S	Old Net D/S	Savings
02/01/2021	-	(1,735.89)	(1,777.64)	-	1,777.64
02/01/2022	9,104,894.44	-	9,104,894.44	9,315,000.00	210,105.56
Total	\$9,104,894.44	(1,735.89)	\$9,103,116.80	\$9,315,000.00	\$211,883.20

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	209,424.83
Effects of Primary Purpose Earnings.....	1,734.98
Net PV Cashflow Savings @ 0.220%(Bond Yield).....	211,159.81
Contingency or Rounding Amount.....	41.75
Net Present Value Benefit	\$211,201.56
Net PV Benefit / \$9,289,807.58 PV Refunded Debt Service	2.273%
Net PV Benefit / \$9,000,000 Refunded Principal...	2.347%
Net PV Benefit / \$8,675,000 Refunding Principal..	2.435%

Refunding Bond Information

Refunding Dated Date	11/05/2020
Refunding Delivery Date	11/05/2020

RatingsDirect®

Summary:

White Bear Lake Independent School District No. 624, Minnesota; School State Program

Primary Credit Analyst:

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Secondary Contact:

David H Smith, Chicago + 1 (312) 233 7029; david.smith@spglobal.com

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Summary:

White Bear Lake Independent School District No. 624, Minnesota; School State Program

Credit Profile

US\$8.915 mil GO sch bldg rfdg bnds ser 2020C dtd 11/05/2020 due 02/01/2022

<i>Long Term Rating</i>	AAA/Negative	New
<i>Underlying Rating for Credit Program</i>	AA-/Stable	New

Rating Action

S&P Global Ratings assigned its 'AAA' long-term rating, with a negative outlook, and its 'AA-' underlying rating, with a stable outlook, to White Bear Lake Independent School District (ISD) No. 624, Minn.'s series 2020C general obligation (GO) school building refunding bonds.

The bonds are secured by the district's unlimited-tax GO pledge. Proceeds will be used to finance a current refunding of the district's series 2012B GO school building refunding bonds for interest cost savings.

The 'AAA' long-term rating reflects the additional security provided by the district's eligibility for and participation in Minnesota's School District Credit Enhancement Program, a state standing appropriation program to prevent a default on the district's bond issues as authorized by Minnesota State Statutes, Section 126C.55. Under the program, the state will pay debt service on behalf of the district from the state's general fund if the district fails to meet its debt service obligations for the qualified debt. Payments from the state represent a standing appropriation from the state's general fund. We view this standing appropriation pledge as equivalent to a general fund pledge because the standing appropriation does not require adoption of a budget or any action of the legislature to make payment. Furthermore, the standing appropriation is not subject to executive unallotment authority. In addition, the credit enhancement program supports projects that are central to the state of Minnesota's operations and purpose. In our opinion, there is no unusual political, timing, or administrative risk related to the debt payment. The rating and negative outlook on obligations that have received enhancement under the program is on par and moves in tandem with the rating on the state.

Credit overview

White Bear Lake ISD No. 624 is headquartered in its namesake city of White Bear Lake, a rapidly growing suburb about 13 miles northeast of the Twin Cities metropolitan statistical area (MSA). Following three consecutive general fund deficits in fiscal years 2017 through 2019--which we understand largely reflected higher special education costs without sufficient offsetting state funding--management introduced budget cuts in fiscal 2020 and, we understand, projects finishing fiscal 2020 with a small surplus. District voters authorized \$326 million in new GO debt last November, the issuance of which will, in our view, result in debt ratios that are considerably weaker than those of similarly rated peers with comparable economic and financial characteristics. Still, we expect that the district's

economy should continue to support conditions favorable for ongoing, solid tax base and enrollment growth, even given current macroeconomic conditions due to the COVID-19 pandemic, in turn, supporting stable finances and a stable overall credit profile.

The COVID-19 pandemic has caused the national economy to fall into recession, as reported by S&P Global Economics (see "The U.S. Faces A Longer And Slower Climb From The Bottom," published June 25, 2020, on RatingsDirect), which we think likely foreshadows a near-term economic slowdown at both the local and state levels, and could result in a pressured state funding environment (Minnesota provides the district with 71% of general fund revenues). Still, we recognize that the district's strong reserves provide a meaningful hedge against near-term revenue volatility, and we expect that its fiscal position over the near term will remain strong and in line with what we typically see among similarly rated peers. Despite a non-traditional environment with in-classroom instruction being cancelled for much of fiscal 2020, we don't anticipate a shift in district operations affecting finances for 2020. While the scope of economic and financial challenges posed by COVID-19 remains unknown, but could include delayed state payments, based on the district's historical tax base growth and resilience, we think it is well-positioned to navigate the possible negative effect of COVID-19 on finances. We will continue to monitor the effects of COVID-19 on revenue and expenses. Although our outlook is generally for two years, we foresee some risk due to COVID-19 and the related recession during the next six-to-12 months.

Other credit factors include our view of the district's:

- High per capita debt with carrying charges that we expect will reach elevated levels over the near term as repayment on the sizable GO authorization begins, though with pension and other postemployment benefit (OPEB) costs that are modest and not a significant source of medium-term budget pressure;
- Very strong economic fundamentals with a trend of projected enrollment growth supported by a strong local housing market and new home construction; and
- Uneven budgetary performance in recent years reflecting special education costs, though with a surplus projected for fiscal 2020 and an essentially balanced budget projected through the next three years.

Environmental, social, and governance factors

The rating incorporates our view of the health and safety risks posed by the COVID-19 pandemic, which we consider a social risk factor. Although the scope of economic and financial challenges posed by the pandemic remains unknown, we believe a prolonged disruption could weaken the district's local economy and potentially affect state and local revenues. However, the COVID-19 pandemic is not affecting the district more than other sector standards. We also analyzed its environmental and governance risks relative to its economy, management, financial measures, and debt and liability profile, and determined that all are in line with our view of the sector standard.

Stable Outlook

Downside scenario

We could lower the rating if the district's reserves decline below levels that we consider strong or if it otherwise fails to run a consistently balanced operating budget with reserves remaining below its fund balance policy requirement of

12.5%.

Upside scenario

While we don't view this as likely given current macroeconomic conditions, we could raise the rating if the district realizes sustained growth in reserves and improvements in its economic metrics sufficient, in our view, to offset its high overall debt levels, such that its overall credit profile were better aligned with those of more highly rated peers.

Credit Opinion

New home construction contributes to strong market value growth and growing enrollment, which has continued during the pandemic

The district encompasses 44 square miles centered on White Bear Lake, a Twin Cities suburb north-northeast of St. Paul and within easy commuting distance to a much of the broader MSA. Economic market value has grown by more than a half-billion dollars, or 6.9%, per year on average over the past three years, which we understand largely reflects a strong local housing market and new home construction. Additionally, there are approximately 1,500 new residential living units in the current development pipeline and that there is still significant land in the district for new development. Management noted that all planned construction in the district has continued as scheduled throughout the duration of COVID-19. Likewise, top employers have remained open for operations, with no significant layoffs or business closures. While we anticipate the district's rate of growth could slow over the next six-to-12 months as a result of the pandemic and recession, we expect its extremely strong market values and access to larger economies will lend stability to the local economy in the medium term.

Enrollment is a key factor for Minnesota school funding, as the state's basic general education revenue funding is based on enrollment count. State funding amounted to 71% of the district's general fund revenues in fiscal 2019. As the district is seeing strong population growth, so, too, is enrollment projected to continue growing, with management's current projections showing it at 9,033 by the 2022-2023 school year. Management further reports that class sizes are not a significant concern and that the present and planned bond projects will alleviate capacity pressures through its medium-term planning horizon under conservative assumptions.

Fiscal 2020 cost-cutting yields projected surplus following a period of deficit spending

The district's operating budget has been imbalanced in each of the past three fiscal years (2017-2019), with deficits ranging in size from 2.3% of expenditures in fiscal 2017 to 4.6% in fiscal 2018 and resulting in a cumulative decline in reserves of \$10.4 million. Management indicates that the deficits largely reflected growth in special education costs that outpaced state funding. After introducing approximately \$2.5 million in budget cuts for the fiscal 2020 budget and seeing increases in general education and special education aid, management's revised fiscal 2020 budget now reflects a small surplus result with an ending fund balance of approximately 12.4%. The district's outyear budget projections for fiscal years 2021 through 2023 show essentially break-even results each year and unassigned reserves remaining between 12.5% and 13% of expenses.

Management reports that any COVID-19-related expenditures incurred in fiscal 2020 will be reimbursed through federal CARES Act funding, which can be used through 2022. Budgetary projections for fiscal 2021 are calling for an additional small budget surplus around the same size as 2020, and the district expects that full state funding will be

received as budgeted, with no word from the state level on any significant cuts at this time. We believe that the district's recent budget adjustments and revenue growth should be enough to close the budget gap seen in prior years. Ongoing enrollment and tax base growth should lend additional stability to operations, although we expect to see some potential decreases in valuations over the medium term due to the recession.

Management has indicated that the board plans to keep reserves in alignment with its fund balance policy's minimum requirement of a 12.5% unassigned fund balance and that the district is prepared to make additional budget adjustments as necessary to remain in compliance with the policy. We expect, then, that operations will likely remain balanced or better in most years, though we note as well that the rating could be pressured further were the district to continue operating at a deficit, resulting in reserves declining materially below the fund balance policy requirement.

Standard financial management policies and practices

Budget-to-actual reporting to the school board is done on a semi-annual basis and while budget amendments are typically only done once a year, they can occur more frequently if necessary. The district's formal fund balance policy requires an unassigned fund balance of between 12.5% and 16.7% of the annual budget to cover unforeseen expenses and revenue shortfalls, and the unassigned fund balance fell below the minimum requirement in fiscal 2019. We understand, however, that the district expects to be back in compliance with the policy minimum as early as this year, and its revised financial forecast shows reserves remaining in line with the policy through the next three years.

Other highlights to the FMA include:

- Strong revenue and expenditure assumptions for annual budgeting, which reflect an analysis of historical revenue and cost trends and are informed by data from a variety of external sources;
- A three-year financial projection that is updated at least annually along with the budget;
- A rolling, 10-year long-term facilities maintenance plan; and
- A formal investment policy, though without routine reporting to the board on investment holdings.

The district's debt policy governs post-issuance compliance, though it does not include affordability metrics or other restrictions around debt structure.

High debt relative to peers with additional debt plans and with debt service carrying charges to more than double

The district's direct debt currently totals \$329.8 million, which, along with \$58.8 million in debt from overlapping entities, will yield a high per capita debt burden of \$5,688. Debt as a share of market value, at 4.6%, will remain in moderate ranges, though still elevated in comparison to that of similarly rated peers. We understand that the district plans to issue approximately \$114.0 million in new-money debt in annual installments from 2021 through 2026, which will represent the balance of the voter-authorized GO debt from November 2019, along with \$50 million in bonds for deferred maintenance projects that will be supported by the district's facilities maintenance levy. The district plans to amortize all existing and planned debt by 2045, and currently projects its debt service levy more than doubling from fiscal 2019 levels by fiscal 2021. While we expect that population and market value growth could moderate the district's debt ratios in the long run, we also expect that the medium-term movement in debt levels and carrying charges from the recently issued 2020A GO bonds and additional planned debt will yield ratios that are outsized

relative to those of more highly rated peers.

Minimal pension pressures, though with some potential for cost acceleration, and a fully funded OPEB plan

- We do not believe that pension and OPEB liabilities represent a medium-term credit pressure given that contributions are only a modest share of the budget, though pension plan actuarial assumptions and methods and plan funding practices introduce long-term risk of cost acceleration.
- The district participates in two multiple-employer, defined-benefit pension plans that cover teachers and general employees. Both plans have seen recent improvements in funded status, though plan statutory contributions have regularly fallen short of actuarial recommendations. Along with certain plan-specific actuarial assumptions and methods, this introduces some long-term risk of funding volatility and cost acceleration.
- The district's single-employer OPEB plan has been more than fully funded for many years after the issuance of OPEB bonds in 2008, and the district has not needed to contribute to the plan to preserve funding status.

The district participates in the following pension and OPEB plans:

- Teachers' Retirement Association of Minnesota (TRA): 78.2% funded (as of June 30, 2019), with a district proportionate share of the plan's net pension liability (NPL) of \$60.6 million
- Minnesota General Employees Retirement Fund (GERF): 80.2% funded (as of June 30, 2019), with a district proportionate share of the plan's NPL of \$14.7 million
- A single-employer, defined-benefit OPEB plan: 185% funded with a net OPEB asset of \$15.1 million

The district's combined pension contributions were 3.9% of governmental fund expenditures in fiscal 2019. Plan-level contributions to GERF were in excess of our static funding metric in the most recent year, though TRA contributions were not and both fell well short of minimum funding progress. Annual contributions are based on a statutory formula that has typically produced contributions less than the actuarially determined contribution, which we think increases risk of underfunding over time if future funding shortfalls are not met with offsetting adjustments by the state legislature. The plans' 7.5% investment rate of return assumption introduces substantial market risk, and their use of a lengthy 30-year amortization period based on a level-percentage of payroll significantly defers contributions into the future, which creates long-term risk of cost acceleration. Still, costs remain only a modest share of total spending and, we think, are unlikely to pressure the district's medium-term operational health.

White Bear Lake Independent School District No. 624, MN -- Financial And Operating Statistics

	Characterization	Most recent	Historical information		
			2019	2018	2017
Economic indicators					
Population			68,310	67,142	66,777
Median household EBI % of U.S.	Very strong		132	134	134
Per capita EBI % of U.S.	Strong		128	128	129
MV per capita (\$)	Extremely strong	124,981	127,156	118,630	111,678
Top 10 taxpayers as % of AV	Very diverse	4.7	5.0	4.8	5.3

White Bear Lake Independent School District No. 624, MN -- Financial And Operating Statistics (cont.)

	Characterization	Most recent	Historical information		
			2019	2018	2017
Financial indicators					
Total adjusted available fund balance (\$000)			12,947	17,999	22,607
Total adjusted available fund balance as % of operating expenditures	Strong		11.1	16.0	21.3
Governmental funds cash as % of governmental fund expenditures			31.7	38.4	31.1
General fund operating result as % of general fund operating expenditures			(2.39)	(4.58)	(2.32)
FMA	Standard				
Enrollment		8,609	8,495	8,579	8,260
Debt and long-term liabilities					
Overall net debt as % of MV	Moderate	4.6	1.6	1.7	1.7
DS as % of governmental funds expenditures	Moderate		8.9	9.3	9.3
Required pension contribution (\$000)			5,665	5,218	4,986
OPEB contribution (\$000)					
Required pension plus OPEB contribution as % of governmental fund expenditures			3.9	3.8	3.8

EBI--Effective buying income. MV--Market value. AV--Assessed value. FMA--Financial Management Assessment. DS--Debt service. OPEB--Other postemployment benefits.

Related Research

- Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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CERTIFICATION OF MINUTES RELATING
TO
GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2020C

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

BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on October 12,
2020, at 7:00 o'clock p.m., in the School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

DOCUMENTS ATTACHED: Extract of Minutes of said meeting.

**RESOLUTION RATIFYING THE AWARD OF THE SALE, DETERMINING THE
FORM AND DETAILS, AUTHORIZING THE EXECUTION, DELIVERY, AND
REGISTRATION, AND PROVIDING FOR THE PAYMENT OF GENERAL
OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2020C**

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 October,
2020.

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: OCTOBER 12, 2020

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624, State of Minnesota, was duly held on October 12, 2020, at 7:00 o'clock p.m in the School District.

It was reported that _____ proposals for the purchase of the approximately \$8,915,000 General Obligation School Building Refunding Bonds, Series 2020C of the District (said amount being subject to adjustment in accordance with the Terms of Proposal) had been received prior to ____ o'clock a.m., Central Time on October 8, 2020, pursuant to the Terms of Proposal contained in the Official Statement; that the proposals had been opened, read and tabulated; and that the best proposal of each proposal maker was determined to be as follows:

SEE ATTACHED

Member _____ introduced the following resolution and moved its

adoption:

RESOLUTION RATIFYING THE AWARD OF THE SALE, DETERMINING THE FORM AND DETAILS, AUTHORIZING THE EXECUTION, DELIVERY, AND REGISTRATION, AND PROVIDING FOR THE PAYMENT OF GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2020C

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

Section 1. Authorization and Sale.

1.01 Authorization. At a meeting held September 14, 2020, this Board determined to sell and issue general obligation school building refunding bonds of Independent School District No. 624 (the "Issuer" or the "District"). Said Bonds shall hereinafter be referred to as the "Bonds" or the "Refunding Bonds". In the Terms of Proposal, the District reserved the right, after proposals were opened and prior to award, to increase or decrease the principal amount of the Bonds offered for sale or the amount of any individual maturity, with the increase or decrease to occur in multiples of \$5,000 in any of the maturities. The Refunding Bonds, together with other available funds of the Issuer in the amount of \$ _____, shall provide funds for a current refunding of the Refunded Bonds and to prepay on February 1, 2021, the 2022 maturity, aggregating \$9,000,000 in principal amount, of the Issuer's General Obligation School Building Refunding Bonds, Series 2012B, bearing a date of original issue of May 16, 2012 (the "Refunded Bonds"). The Refunded Bonds were originally issued to provide funds for the crossover refunding of the District's General Obligation School Building Bonds, Series 2004A, bearing a date of original issue of February 1, 2004.

1.02 Sale. The Board, having been advised by Ehlers & Associates, Inc., its independent municipal advisor, has determined that this issue shall be privately sold after receipt of written proposals, as authorized pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, as amended. On October 8, 2020, the Superintendent or the Assistant Superintendent of Finance and Operations and a Board officer received and considered all proposals presented in conformity with the Terms of Proposal contained in the Official Statement, which are hereby ratified and confirmed in all respects and are incorporated herein by reference as though fully specified in this paragraph. The proposal of _____ (the "Purchaser") to purchase the Bonds at a price of \$ _____, plus interest accrued to settlement, and upon the further terms and conditions set forth in the Terms of Proposal contained in the Official Statement was determined to be the most favorable proposal and was accepted by the Superintendent or Business Manager and a Board officer pursuant to the September 14, 2020 resolution of the Board, and the award of the sale of the Bonds to the Purchaser is hereby ratified by the Board.

1.03 Execution of Documents. The Superintendent or the Assistant Superintendent of Finance and Operations and a Board officer are authorized and directed to endorse an acceptance on both copies of the most favorable proposal and to send one copy to the Purchaser.

1.04 Purpose; Compliance with Current Refunding Law; Debt Service Savings; Findings; Security.

(a) **Compliance.** The Refunding Bonds shall provide moneys for a current refunding of the Refunded Bonds. It is hereby determined and declared that the refunding of the Refunded Bonds complies with Minnesota Statutes, Section 475.67, and is consistent with the covenants made with the holders thereof. The Issuer has observed and complied with all of the obligations and covenants made by the School Board in connection with the issuance of the Refunded Bonds.

(b) **Use of Proceeds of Refunded Bonds.** All of the proceeds, including the investment earnings thereon, of the Refunded Bonds have heretofore been expended by the Issuer for the uses and purposes for which the District issued the Refunded Bonds.

(c) **Redemption.** The Refunded Bonds are called for redemption on February 1, 2021, the earliest date on which they may be called for redemption without payment of any premium.

(d) **Security.** Until retirement and prepayment of the Refunded Bonds, all provisions made for the security of the Refunded Bonds shall be observed by the Issuer.

(e) **Supplemental Resolution.** The resolutions of the School Board authorizing the issuance of the Refunded Bonds are hereby supplemented to the extent necessary to give effect to the provisions of this resolution.

1.05 Compliance with Law. All acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to the issuance of the Bonds having been done, having happened and having been performed in regular and due form, time and manner as required by law, it is necessary for this Board to establish the form and terms of the Bonds, to provide for the security thereof, and to provide for the issuance of the Bonds forthwith.

1.06 Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized

and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section.

Section 2. Bond Terms.

2.01 Designation; Registration; Denomination; Maturities. The \$ _____ aggregate principal amount of general obligation bonds sold on this date shall be designated General Obligation School Building Refunding Bonds, Series 2020C, shall be dated November 5, 2020, as the date of original issue, and shall be issued forthwith on or after such date using a global book-entry system. The Bonds shall be issued as fully registered bonds and shall be numbered R-1 upward, in the denomination of \$5,000 each or any integral multiple thereof of a single maturity. The Bonds shall mature on February 1 in the years and amounts set forth below, and shall bear interest from the most recent Interest Payment Date to which interest has been paid or provided for, or, if no interest has been duly paid or provided for, from the date of original issue until paid or duly called for mandatory redemption, if herein provided, at the rates per annum set forth below opposite such years and amounts, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
	\$			\$	

This maturity, together with the maturities of all other outstanding general obligation bonds of the Issuer, meet the requirements of Minnesota Statutes, Section 475.54.

2.02 Interest Payments. Interest shall be payable semiannually on each February 1 and August 1 to maturity (each an "Interest Payment Date"), commencing August 1, 2021. Interest will be calculated on the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the MSRB. Interest will be payable in the manner set forth in the form of Global Certificate or Replacement Bond and Paragraph 4.06 of this resolution.

2.03 Use of Global Book-Entry System.

(a) Description of System. In order to issue obligations in "global book-entry form", the obligations are issued in certificated form in large denominations, are registered on the books of the Issuer in the name of a depository or its nominee, and are immobilized and held in safekeeping by the depository. The depository, as part of the computerized National Securities Clearance and Settlement System (the "National System"), registers transfers of ownership interests in the obligations by making computerized book entries on its own books and distributing payments on the obligations to its participants shown on its books as the owners of such interests. These participants, which include financial institutions for whom the depository effects book-entry transfers of securities deposited and immobilized with the depository, and other banks, brokers and dealers participating in the National System will do likewise if not the beneficial owners of the obligations.

(b) Designation of Depository; Approval of Blanket Issuer Letter of Representations. The Depository Trust Company ("DTC") of New York, New York, a Securities and Exchange Commission designated depository, a limited purpose New York trust company, a member of the Federal Reserve System, and a "clearing corporation" within the meaning of the New York Uniform Commercial Code, is hereby designated as the depository (the "Depository") with respect to the Bonds issued hereunder in global book-entry form. There has been submitted to this Board a form of letter of representations (the "Blanket Issuer Letter of Representations") between the Issuer and the Depository setting forth various matters relating to the Depository and its role with respect to the Bonds. This Blanket Issuer Letter of Representations is hereby approved. The Chair or the Clerk is hereby authorized and directed to execute the Blanket Issuer Letter of Representations in substantially the form attached hereto as EXHIBIT C, if such a letter of representations has not already been executed, with only such variations therein as may be required to complete the Blanket Issuer Letter of Representations, or which are not, in the opinion of Bond Counsel, materially adverse to the interests of the Issuer. Execution of the Blanket Issuer Letter of Representations by such official shall be conclusive evidence as to the necessity and propriety of such changes and their approval by Bond Counsel. So long as DTC is the Depository or it or its nominee is the Holder of any Global Certificate, the District shall comply with the provisions of the Blanket Issuer Letter of Representations, as it may be amended or supplemented by the District from time to time with the agreement or consent of DTC.

(c) Global Certificates. Upon their original issuance, the Bonds will be issued in the form of a single Global Certificate for each maturity which shall represent the aggregate principal amount of the Bonds due on a particular maturity date (the "Global Certificates"). The Global Certificates will be originally issued and fully registered as to principal and interest

in the name of Cede & Co., as nominee of DTC. The Global Certificates will be deposited with the Depository by the Purchaser and will be immobilized as further provided herein. No beneficial owners of interest in the Bonds will receive certificates representing their respective interests in the Bonds except as provided below in clause (e) of this Paragraph 2.03. Except as so provided, during the term of the Bonds, beneficial ownership (and subsequent transfers of beneficial ownership) of interests in the Global Certificates will be reflected by book entries made on the records of the Depository and its participants and other banks, brokers, and dealers participating in the National System. The Depository's book entries of beneficial ownership interest are authorized to be in integral increments of \$5,000, despite the larger authorized denominations of the Global Certificates. Payment of principal of, premium, if any, and interest on the Global Certificates will be made to the Bond Registrar as paying agent, and in turn by the Bond Registrar to the Depository or its nominee as registered owner of the Global Certificates. The Depository, according to the laws and rules governing it, will receive and forward such payments on behalf of the beneficial owners of the Global Certificates.

(d) Immobilization of Global Certificates by the Depository. Pursuant to the request of the Purchaser to the Depository, immediately upon the original delivery of the Bonds, the Purchaser will deposit the Global Certificates representing all of the Bonds with the Depository. The Global Certificates shall be in typewritten form or otherwise as acceptable to the Depository, shall be registered in the name of the Depository or its nominee and shall be held immobilized from circulation at the offices of the Depository on behalf of the Purchaser and subsequent Bondholders. The Depository or its nominee will be the sole Holder of record of the Global Certificates and no investor or other party purchasing, selling or otherwise transferring ownership of interests in any Bond is to receive, hold or deliver any Global Certificates so long as the Depository holds the Global Certificates immobilized from circulation, except as provided below in clause (e) of this Paragraph 2.03.

(e) Transfer or Exchange of Global Certificates; Substitute Depository; Replacement Bonds.

Global Certificates evidencing the Bonds may not, after their original delivery, be transferred or exchanged except:

(i) Upon exchange of a Global Certificate after a partial redemption, if authorized in Paragraph 2.04 of this resolution;

(ii) To any successor of the Depository (or its nominee) or any substitute depository (a "Substitute Depository") designated pursuant to subclause (iii) of this clause (e); provided that any successor of the Depository or any Substitute Depository must be both a "clearing corporation" as defined in the Minnesota Uniform Commercial Code, Minnesota Statutes, Section 336.8-102, and a qualified and registered "clearing agency" as provided in Section 17A of the Securities Exchange Act of 1934, as amended;

(iii) To a Substitute Depository designated by and acceptable to the Issuer upon (a) the determination by the Depository that the Bonds shall no longer be eligible for its depository

services or (b) a determination by the Issuer that the Depository is no longer able to carry out its functions; provided that any Substitute Depository must be qualified to act as such, as provided in subclause (ii) of this clause (e); or

(iv) In the event that (a) the Depository shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two (2) months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described herein might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, then the Issuer shall notify the Holders of its determination and of the availability of Replacement Bonds to Holders. The Issuer, the Bond Registrar and the Depository shall cooperate in providing Replacement Bonds to Holders requesting the same and the registration, transfer and exchange of such Bonds shall thereafter be conducted as provided in Paragraph 4.04 of this resolution.

In the event of the designation of a Substitute Depository as authorized by this clause (e), the Bond Registrar, upon presentation of the Global Certificates, shall register their transfer to the Substitute Depository, and the Substitute Depository shall be treated as the Depository for all purposes and functions under this resolution. The Blanket Issuer Letter of Representations shall not apply to the Substitute Depository unless the Issuer and the Substitute Depository so agree, and the execution of a similar agreement is hereby authorized.

2.04 Redemption. (a) Optional Redemption. The Bonds of this Issue are not subject to optional redemption or prepayment prior to maturity.

Section 3. Form of Bonds.

The Bonds to be issued hereunder shall be in the form of Global Certificates unless and until Replacement Bonds are made available as provided herein.

3.01 Global Certificates. The Global Certificates to be issued hereunder, together with the Bond Registrar's Certificate of Authentication, the Register of Partial Payments, the form of Assignment, and the registration information thereon, shall be in substantially the form set forth in EXHIBIT A hereto, which exhibit is incorporated herein by reference as though fully specified in this paragraph, and may be typewritten rather than printed.

3.02 Replacement Bonds. If the Issuer has notified Holders that Replacement Bonds have been made available as provided in Paragraph 2.03(e) of this resolution, then for every Bond thereafter transferred or exchanged (including an exchange to reflect the partial mandatory redemption of a Global Certificate not previously exchanged for Replacement Bonds), the Bond Registrar shall deliver a bond in the form of a Replacement Bond rather than a Global Certificate, but the Holder of a Global Certificate shall not otherwise be required to exchange the Global Certificate for one or more Replacement Bonds since the Issuer recognizes that some Holders may prefer the convenience of the Depository's registered

ownership of the Bonds even though the entire issue is no longer required to be in global book-entry form. The Replacement Bonds, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereto, shall be in substantially the form set forth in EXHIBIT B hereto, which exhibit is incorporated herein by reference as though fully specified in this paragraph.

Section 4. Execution; Delivery; Registration.

4.01 Appointment of Registrar. Bond Trust Services Corporation in Roseville, Minnesota, is appointed to act as the bond registrar and transfer agent (the "Bond Registrar") and shall do so until a successor Bond Registrar is duly appointed, all pursuant to a contract the Issuer and Bond Registrar shall execute which is consistent herewith and which the chair and clerk are hereby authorized to execute and deliver. A successor Bond Registrar shall be a bank or trust company eligible for designation as bond registrar pursuant to Minnesota Statutes, Chapter 475. The terms of the appointment of the successor Bond Registrar and its duties shall be specified in a contract between the Issuer and such successor Bond Registrar that is consistent herewith and that the Chair and Clerk are hereby authorized to execute and deliver. The Bond Registrar, which may act through an agent, shall also serve as paying agent until and unless a successor paying agent is duly appointed. The Bond Registrar shall pay principal and interest on the Bonds to the registered Holders (or record Holder) of the Bonds in the manner set forth in the form of Global Certificate or Replacement Bond, as applicable, and Paragraph 4.06 of this resolution. The Issuer agrees to pay the reasonable and customary charges for the services of such Bond Registrar.

4.02 Execution of Bonds. The Bonds shall be executed on behalf of the Issuer by the manual signatures of the Chair and Clerk of the School Board; provided, however that both of such signatures may be printed facsimiles, in which event the Bonds shall also be executed manually by the authenticating agent as provided in Minnesota Statutes, Section 475.55. In the event of disability or resignation or other absence of either such officer, the Bonds may be signed by the manual or facsimile signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of the Bonds, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if that officer had remained in office until delivery. If the Issuer has adopted a corporate seal, it shall be omitted on the Bonds as permitted by law.

4.03 Authentication; Date of Registration. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless and until a Certificate of Authentication on such Bond, substantially in the form set forth in the form of Global Certificate or Replacement Bond, shall have been duly executed by the manual signature of an authorized representative of the Bond Registrar. Certificates of authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate each Bond by execution of the Certificate of Authentication on the Bond and shall date each Bond in the space provided as of the date on which the Bond is registered. For purposes of delivering the original Bonds (Global Certificates) to the Purchaser, the Bond

Registrar shall insert as the date of registration the date of original issue; and the executed Certificate of Authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

4.04 Transfer or Exchange. The Issuer will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged as herein provided.

A Global Certificate shall be registered in the name of the payee on the books of the Bond Registrar by presenting the Global Certificate for registration to the Bond Registrar, who will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration on the Global Certificate. Thereafter a Global Certificate may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until a Global Certificate is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted thereon by the Bond Registrar, all subject to the terms and conditions provided in this resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the Issuer shall execute (if necessary), and the Bond Registrar shall authenticate, date (in the space designated Date of Registration) and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any authorized denomination or denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of "bearer" or similar designation.

When any Bond is presented to the Bond Registrar for transfer, the Bond Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Bond Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

At the option of the Holder of a Replacement Bond, Replacement Bonds may be exchanged for Replacement Bonds of any authorized denomination or denominations of a like aggregate principal amount and stated maturity, upon surrender of the Replacement Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Replacement Bonds are so surrendered for exchange, the Issuer shall execute (if necessary), and the Bond Registrar shall authenticate, date (in the space designated Date of Registration) and deliver the Replacement Bonds which the Holder making the exchange is entitled to receive. Global Certificates may not be exchanged for Global Certificates of smaller denominations.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the Issuer.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the Issuer evidencing the same debt, shall be entitled to the same benefits under this resolution as the Bonds surrendered for such exchange or transfer, and shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bonds.

Transfer of a Bond may be made on the Issuer's books by the registered owner in person or by the registered owner's attorney duly authorized in writing. Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the registered owner thereof, with signature guaranteed, or by the registered owner's attorney duly authorized in writing, and shall include written instructions as to the details of the transfer of the Bond.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost bonds.

Transfers shall also be subject to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates.

4.05 Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be lost, stolen or destroyed, the Bond Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond lost, stolen or destroyed, upon payment of the reasonable expenses and charges of the Bond Registrar in connection therewith; and, in the case of a Bond lost, stolen or destroyed, upon filing with the Registrar of evidence satisfactory to it that such Bond was lost, stolen or destroyed, and of the ownership thereof, and upon furnishing to the Bond Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the Issuer and the Bond Registrar shall be named as obligees. All Bonds so surrendered to the Bond Registrar shall be canceled by it and evidence of such cancellation shall be given to the District. If the mutilated, lost, stolen or destroyed Bond has already matured, it shall not be necessary to issue a new Bond prior to payment.

4.06 Interest Payments; Record Dates. Interest on any Global Certificate shall be paid as provided in the first paragraph thereof and interest on any Replacement Bond shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the Issuer maintained by the Bond Registrar and in each case at the address appearing thereon at the close of business on

the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The term "Holder" shall also include those lawfully entitled to take actions on behalf of the beneficial owners of the Bonds for purposes of any consent or approvals given by Holders.

If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

4.07 Persons Deemed Owners. The Issuer and the Bond Registrar may treat the person in whose name any Bond is registered as the owner of such Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in Paragraph 4.06 above), on such Bond and for all other purposes whatsoever, whether or not such Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

For the purposes of all actions, consents and other matters affecting Holders of Bonds issued under this Resolution as from time to time supplemented, other than payments, redemptions, and purchases, the Issuer may (but shall not be obligated to) treat as the Holder of a Bond the beneficial owner of the Bond instead of the person in whose name the Bond is registered. For that purpose, the Issuer may ascertain the identity of the beneficial owner of the Bond by such means as the Bond Registrar in its sole discretion deems appropriate, including but not limited to a certificate from the Depository or other person in whose name the Bond is registered identifying such beneficial owner.

4.08 Delivery. The Bonds when so prepared and executed shall be delivered by the Treasurer of the Issuer to the Purchaser thereof upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

Section 5. Creation of Fund and Tax Levies.

5.01 Fund. There is hereby created within the Debt Redemption Fund of the Issuer a special fund to be designated "General Obligation School Building Refunding Bonds, Series 2020C Fund" (the "Fund") to be held and administered by the Treasurer separate and apart from all other funds of the Issuer. The Fund shall be maintained in the manner herein specified

until all of the Refunded Bonds and the Bonds herein authorized and the interest thereon have been fully paid. There shall be maintained in the Fund two separate accounts to be designated the "Refunding Account" and the "Debt Service Account", respectively.

(a) Refunding Account. The proceeds of the sale of the Bonds herein authorized, less any accrued interest received thereon and other proceeds directed for deposit into the Debt Service Account, plus other available District funds (estimated at \$_____) as may be required to adequately fund the Refunding Account for the purposes set forth below, are hereby pledged and appropriated and shall be credited to the Refunding Account. The Refunding Account shall be used to pay the principal amount of each such Refunded Bond at maturity or on the date on which it has been called for redemption as herein provided, and the issuance expenses of the Bonds. The moneys in said Refunding Account shall be used solely for the purposes herein set forth and for no other purpose, except that after such payments have been made, any surplus in the Refunding Account shall be transferred to the Debt Service Account.

(b) Debt Service Account. There is hereby pledged and appropriated and there shall be credited to the Debt Service Account upon issuance of the Bonds (i) any uncollected taxes heretofore levied and pledged to the Debt Redemption Fund of the Issuer for the payment of the Refunded Bonds; (ii) any other unexpended moneys pledged to the Debt Redemption Fund of the Issuer for the payment of the Refunded Bonds pursuant to the Resolutions authorizing the issuance of the Refunded Bonds (unless used to fund the Refunding Account; (iii) all taxes herein levied; (iv) all accrued interest received upon delivery of the Bonds (unless used to fund the Refunding Account; (v) any premium or unused discount to the extent not otherwise deposited into the Refunding Account and used for payment of the Refunded Bonds; (vi) all investment earnings on funds held in the Debt Service Account and (vii) any and all other moneys which are properly available and which are appropriated by the Issuer to the Debt Service Account. The Debt Service Account shall be used solely to pay the principal and interest on the Bonds and any of the bonds heretofore or hereafter authorized and made payable from said account as provided by law. If any payment of principal or interest on the Bonds shall become due when there is not sufficient money in the Debt Service Account or the Debt Redemption Fund generally to make such payment, the Treasurer shall pay the same from the General Fund of the Issuer and the General Fund shall be reimbursed for such advances out of the proceeds of the taxes levied for the payment of such Bonds.

5.02 Cancellation of Levies. Until prepayment of the Refunded Bonds, all provisions theretofore made for the security thereof shall be observed by the Issuer and all of its officers and agents. However, the School Board hereby finds, determines and certifies to the County Auditor of each county in which the Issuer is located, in whole or in part, that the proceeds of the sale of the Refunding Bonds to be used to refund said Refunded Bonds, together with other funds available and appropriated to the Refunding Account for said purpose, will be sufficient, together with the earnings on the investment of such funds in said Refunding Account, to pay when due or called for prepayment as herein provided all of the principal of and premium, if any, on the Refunded Bonds. Accordingly, upon Bond Closing the County Auditors of each county in which the Issuer is located in whole or in part are hereby

authorized and directed to the extent and in the manner permitted by law to cancel forthwith or if necessary from year to year the taxes levied in the year 2020 payable 2021 pursuant to the Resolution authorizing the issuance of the Refunded Bonds and not needed as a result of the establishment of the aforesaid Refunding Account.

5.03 Pledge of Full Faith and Credit; Tax Levies. For the prompt and full payment of the principal of and interest on the Bonds as the same respectively become due, the full faith and credit and taxing powers of the Issuer shall be and are hereby irrevocably pledged. In order to provide the moneys for the payment thereof required by Minnesota Statutes, Section 475.61, there is hereby levied upon all of the taxable property in the Issuer a direct annual ad valorem tax which shall be spread upon the tax rolls for collection, as a part of other general taxes of the Issuer, in the years and amounts as specified on the levy computation sheet attached hereto as EXHIBIT D and incorporated herein by reference as though fully specified in this paragraph.

The tax levies provided in this paragraph are such that if collected in full they, together with estimated collections of other revenues herein pledged for the payment of the Bonds (other than cash on hand), will produce at least five percent (5%) in excess of the amounts needed to meet when due the principal and interest payments on the Bonds, except for interest payable hereunder from cash on hand on the date of Bond closing and pledged for such purpose.

Said tax levies shall be irrevocable as long as any of said Bonds are outstanding and unpaid, provided that the Issuer reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61.

5.04 Investment Restrictions. No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued and (2) in addition to the above in an amount not greater than the lesser of five percent (5%) of the proceeds of the Bonds or \$100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Refunding Account or Debt Service Account (or any other District account which will be used to pay principal or interest to become due on the Bonds) in excess of amounts which under then-applicable federal arbitrage restrictions may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. In addition, the proceeds of the Bonds and money in those accounts shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

5.05 Redemption of Refunded Bonds. The Refunded Bonds which mature in 2022 shall be redeemed and prepaid on February 1, 2021, in accordance with the terms and conditions of the Notice of Call for Redemption attached hereto as EXHIBIT E, which terms and conditions are hereby approved and incorporated herein by reference. The Notice of Call for Redemption shall be mailed to the Paying Agent for and the registered owners of the Refunded Bonds not less than thirty (30) days and not more than sixty (60) days before the redemption date. The form of the Notice of Call may contain such additional information or different provisions concerning the redemption as may be requested by the Paying Agent for the Refunded Bonds.

Section 6. Exemption from Rebate Requirements.

6.01 Arbitrage Rebate Exemption. It is hereby found and determined that all gross proceeds of the Bonds (other than gross proceeds held in a bona fide debt service fund) will be expended for the governmental purpose for which the Bonds are issued within six (6) months of the date of issuance of the Bonds. Therefore, the Issuer shall not be required to comply with the arbitrage rebate requirements of Section 148(f) of the Code with respect to the Bonds. However, if required by federal law or regulations, the Issuer will make such calculations and rebate payments at such times and in such manner as required to comply with Section 148 of the Code and the applicable Regulations pertaining thereto.

Section 7. Certifications, Designations, Defeasance, Arbitrage, Reporting.

7.01 Filing of Resolution; County Auditor Certificate. The Clerk is hereby authorized and directed to file with the County Auditor of each county in which the Issuer is located in whole or in part a certified copy of this resolution, together with such other information as said County Auditor shall require, and to obtain from said County Auditor a certificate that the tax required by law for the payment of said Bonds has been levied, and that said Bonds have been entered upon the County Auditor's Bond Register.

7.02 Defeasance. When all of the Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution shall cease. The Issuer may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The Issuer may also discharge all Bonds of said issue at any time by irrevocably depositing in escrow with the Bond Registrar, for the purpose of paying all principal and interest due on such Bonds to maturity or if subject to mandatory redemption, to an earlier date on which they may be called for mandatory redemption, a sum of cash or securities of the types described in Minnesota Statutes, Section 475.67, as amended, in such aggregate amount, bearing interest at such rates and maturing on such dates as shall be required to provide funds sufficient for this purpose.

7.03 Non-Designation as Qualified Tax-Exempt Obligations. The Board finds that the reasonably anticipated amount of qualified tax-exempt obligations (other than private

activity bonds) which will be issued by the Issuer during calendar year 2020 will exceed \$10,000,000. Thus, the Bonds of this issue are not designated as "Qualified Tax-Exempt Obligations" for the purposes of Section 265 of the Code relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

7.04 Authentication of Transcript. The officers of the Issuer and each said County Auditor are hereby authorized and requested to prepare and furnish to the Purchaser of said Bonds, and to the attorneys approving legality of the issuance thereof, certified copies of all proceedings and records of the Issuer relating to said Bonds and to the financial condition and affairs of the Issuer, and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of said Bonds as they appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the Issuer as to the facts recited therein.

7.05 Covenant to Continue Tax Exemption. The Issuer covenants and agrees with the Holders from time to time of the Bonds herein authorized, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest payable on the Bonds to become subject to taxation under the United States Internal Revenue Code, the regulations promulgated thereunder, or any other applicable federal tax law or regulation, and that it will take, or it will cause its officers, employees or agents to take, all affirmative actions within its powers which may be necessary to ensure that such interest will not become subject to taxation under the Internal Revenue Code. The term "Internal Revenue Code" or "Code" as used herein includes the Internal Revenue Code of 1986, as amended, and all regulations, amended regulations and proposed regulations issued thereunder, as now existing or as hereafter amended or proposed.

7.06 Arbitrage Certification. The Chair and School District Clerk, being the officers of the Issuer charged with the responsibility for issuing the Bonds pursuant to this resolution, are authorized and directed to execute and deliver to the Purchaser an arbitrage certification in order to satisfy the provisions of the Code and the regulations promulgated thereunder.

7.07 Official Statement. The Official Statement relating to the Bonds, on file with the Clerk and presented to this meeting, is hereby approved and deemed final, and the furnishing thereof to prospective bidders for the Bonds is hereby ratified and confirmed, insofar as the same relates to the Bonds and the sale thereof.

7.08 Information Reporting. For purposes of compliance with the provisions of Section 149(e) of the Code, the Issuer shall submit to the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued, a statement concerning the Bond issue which meets the requirements of Section 149(e)(2).

7.09. Payment of Issuance Expenses. The District authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to Old National Bank, Evansville, Indiana, on the closing date for further distribution as directed by the District's municipal advisor, Ehlers & Associates, Inc.

7.10 Continuing Disclosure. The Chair and the School District Clerk are authorized and directed to execute and deliver a Continuing Disclosure Certificate to assist the Participating Underwriters in complying with SEC Rule 15c2-12(b)(5) for full disclosure (The "Rule"). The Continuing Disclosure Certificate shall be entered into for the benefit of the Holders of the Bonds and shall constitute the written undertaking required by the Rule to provide or cause to be provided to the MSRB, in an electronic format through the use of the Electronic Municipal Market Access system ("EMMA"), the annual financial information specified therein and to give notice of the occurrence of the Listed Events specified therein, each in the manner specified therein, as required by the Rule. The provisions of the Continuing Disclosure Certificate are incorporated herein as though fully specified in this paragraph.

7.11 Nonbook-Entry Option. Notwithstanding any contrary provision of this resolution, if the option to allow the Bonds to be issued in a nonbook-entry format was included in the Terms of Proposal and if the Purchaser specified on the proposal form that the Bonds are not to be issued in global book-entry form, they shall then be issued in nonbook-entry format in registered form in the name of the Purchaser.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

EXHIBIT A

(FORM OF GLOBAL CERTIFICATE)

UNITED STATES OF AMERICA
STATE OF MINNESOTA
RAMSEY, WASHINGTON, AND ANOKA COUNTIES
INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)

R- \$ _____

GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BOND, SERIES 2020C

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>CUSIP</u>
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NOVEMBER 5, 2020

REGISTERED OWNER: CEDE & CO., AS NOMINEE OF THE DEPOSITORY TRUST COMPANY, NEW YORK, NEW YORK

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS that Independent School District No. 624, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in White Bear Lake, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above or on the Certificate of Registration attached hereto, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above or, if this Bond is subject to mandatory redemption as stated below, on a date prior thereto on which it shall have been duly called for mandatory redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date") commencing August 1, 2021, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable by wire transfer (or other agreed means of payment) on each payment date no later than 12:00 noon (New York, New York time) upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation in Roseville, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer; provided, however, that upon a mandatory redemption of this Bond which results in the stated amount

hereof being reduced, the Holder may in its discretion be paid without presentation of this Bond, and may make a notation on the panel provided herein of such redemption, stating the amount so redeemed, or may return the Bond to the Bond Registrar in exchange for a new Bond in the proper principal amount. Such notation of redemption, if made by the Holder, shall be for reference only, and may not be relied upon by any other person as being in any way determinative of the principal amount of this Bond outstanding, unless the Bond Registrar has signed the appropriate column of the panel. Interest on this Bond will be paid on each Interest Payment Date (by 12:00 noon, New York, New York time) by wire transfer (or other agreed means of payment) in next day funds or its equivalent to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America.

Date of Payment Not Business Day. If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

Optional Redemption. The Bonds of this issue are not subject to optional redemption or prepayment prior to maturity.

Issuance; Purpose. This Bond is one of an issue in the total aggregate principal amount of \$_____. The Bonds are all of like date of original issue and tenor, except as to number, denomination, maturity, redemption privilege and interest rate. All are issued to provide funds to currently refund and prepay the 2022 maturity of the Issuer's General Obligation School Building Refunding Bonds, Series 2012B, bearing a date of original issue of May 16, 2012 (the "Refunded Bonds"). All are issued pursuant to resolutions duly adopted by the School Board and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling. The Refunded Bonds were originally issued to provide funds for the crossover refunding of the District's General Obligation School Building Bonds, Series 2004A, bearing a date of original issue of February 1, 2004.

General Obligation. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Minnesota School District Credit Enhancement Program. The Issuer has covenanted and obligated itself to be bound by the provisions of Minnesota Statutes, Section 126C.55 and to use the provisions of that statute to guarantee the payment of the principal and interest on the Bonds when due.

Denominations; Exchange; Resolution. The Bonds are issuable originally only as Global Certificates in the denomination of the entire principal amount of the issue maturing on a single date. Global Certificates are not exchangeable for fully registered bonds of smaller denominations except in the event of a partial redemption as above provided or in exchange for Replacement Bonds if then available. Replacement Bonds, if made available as provided below, are issuable solely as fully registered Bonds in the denomination of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered bonds of other denominations in equal aggregate principal amounts and in authorized denominations at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Replacement Bonds. Replacement Bonds may be issued by the Issuer in the event that (a) The Depository Trust Company ("DTC") of New York, New York (the "Depository") shall resign or discontinue its services for the Bonds or be declared no longer able to carry out its functions and the Issuer is unable to locate a Substitute Depository within two (2) months following the resignation or discontinuance or determination of noneligibility, or (b) the Issuer determines in its sole discretion that (1) the continuation of the book-entry system described in the Resolution might adversely affect the interests of the beneficial owners of the Bonds, or (2) it is in the best interest of the beneficial owners of the Bonds that they be able to obtain certificated Bonds. The Issuer shall notify the Holders of its determination and of the availability of Replacement Bonds to Holders.

Transfer. This Bond shall be registered in the name of the payee on the books of the Issuer by presenting this Bond for registration to the Bond Registrar, whose representative will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration attached hereto. Thereafter this Bond may be transferred by delivery with an assignment duly executed by the Holder or the Holder's legal representative, and the Issuer and Bond Registrar may treat the Holder as the person exclusively entitled to exercise all the rights and powers of an owner until this Bond is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted hereon by the Bond Registrar, all subject to the terms and conditions provided in the

Resolution and to reasonable regulations of the Issuer contained in any agreement with, or notice to, the Bond Registrar.

Fees Upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owner. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Authentication. This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar by the manual signature of one of its authorized representatives.

Not Qualified Tax-Exempt Obligations. The Bonds of this issue have not been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as so required and that the issuance of this Bond on the date of original issue hereof and the date of its actual original issuance and delivery does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the facsimile signatures of the Chair and Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law.

Date of Registration:
November 5, 2020

Registrable by:
BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

BOND REGISTRAR'S
CERTIFICATE OF
AUTHENTICATION

Payable at:
BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

This Bond is one of
the Bonds described
in the within mentioned
Resolution.

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

BOND TRUST SERVICES
CORPORATION
Bond Registrar

/s/ (Facsimile)
Chair

By _____
Authorized Signature

/s/ (Facsimile)
Clerk

CERTIFICATE OF REGISTRATION

The transfer of ownership of the principal amount of the attached Bond may be made only by the registered owner or the registered owner's legal representative last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Bond Registrar</u>
<u>November 5, 2020</u>	Cede & Co. P.O. Box 222 Bowling Green Station <u>New York, NY 10274</u>	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

REGISTER OF PARTIAL PAYMENTS

The principal amount of the attached Bond has been mandatorily redeemed and prepaid on the dates and in the amounts noted below:

<u>Date</u>	<u>Amount</u>	<u>Signature of Bondholder</u>	<u>Signature of Bond Registrar</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If a notation is made on this register, such notation has the effect stated in the attached Bond. Partial payments do not require the presentation of the attached Bond to the Bond Registrar, and a Holder could fail to note the partial payment here.

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

TEN COM	-	as tenants in common
TEN ENT	-	as tenants by the entireties
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common
UTMA	-	_____ CUSTODIAN _____ (Cust) (Minor)

Under Uniform Transfers to Minors Act

(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated _____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

(Include information for all joint owners if the Bond is held by joint account.)

Please insert Social Security or other Tax Identification Number of Transferee.

EXHIBIT B

(FORM OF REPLACEMENT BOND)

UNITED STATES OF AMERICA
STATE OF MINNESOTA
RAMSEY, WASHINGTON, AND ANOKA COUNTIES
INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)

R- \$ _____

GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BOND, SERIES 2020C

<u>INTEREST</u> <u>RATE</u>	<u>MATURITY</u> <u>DATE</u>	<u>DATE OF</u> <u>ORIGINAL ISSUE</u>	<u>CUSIP</u>
--------------------------------	--------------------------------	---	--------------

NOVEMBER 5, 2020

REGISTERED OWNER: _____

PRINCIPAL AMOUNT: _____ DOLLARS

KNOW ALL PERSONS BY THESE PRESENTS that Independent School District No. 624, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in White Bear Lake, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above or, if this Bond is subject to mandatory redemption as stated below, on a date prior thereto on which it shall have been duly called for mandatory redemption, and to pay interest thereon semiannually on February 1 and August 1 of each year (each, an "Interest Payment Date") commencing August 1, 2021, at the rate per annum specified above, calculated on the basis of a 360-day year of twelve 30-day months, until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or duly provided for, or, if no interest has been paid or provided for, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation in Roseville, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing

thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid or duly provided for shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date fixed for the payment of such defaulted interest (the "Special Record Date"). The Special Record Date shall be fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest, and notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten (10) days prior thereto. The principal of and premium, if any, and interest on this Bond are payable in lawful money of the United States of America.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security until the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as so required and that the issuance of this Bond on the date of original issue hereof and the date of its actual original issuance and delivery does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the facsimile signatures of the Chair and the Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law.

Date of Registration:

BOND REGISTRAR'S
CERTIFICATE OF
AUTHENTICATION
This Bond is one of
the Bonds described
in the within mentioned
Resolution.

Registrable by:

BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

Payable at:

BOND TRUST SERVICES CORPORATION
ROSEVILLE, MINNESOTA

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

BOND TRUST SERVICES
CORPORATION
Bond Registrar

/s/ (Facsimile)

Chair

By _____
Authorized Signature

/s/ (Facsimile)

Clerk

ON REVERSE OF BOND

Date of Payment Not Business Day. If the date for payment of the principal of, premium, if any, or interest on this Bond shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the City of New York, New York, or the city where the principal office of the Bond Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized to close, and payment on such date shall have the same force and effect as if made on the nominal date of payment.

Optional Redemption. The Bonds of this Issue are not subject to optional redemption or prepayment prior to maturity.

Issuance; Purpose. This Bond is one of an issue in the total aggregate principal amount of \$ _____. The Bonds are all of like date of original issue and tenor, except as to number, denomination, maturity, redemption privilege and interest rate. All are issued to provide funds to currently refund and prepay the 2022 maturity of the Issuer's General Obligation School Building Refunding Bonds, Series 2012B, bearing a date of original issue of May 16, 2012 (the "Refunded Bonds"). All are issued pursuant to resolutions duly adopted by the School Board and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling. The Refunded Bonds were originally issued to provide funds for the crossover refunding of the District's General Obligation School Building Bonds, Series 2004A, bearing a date of original issue of February 1, 2004.

General Obligation. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Minnesota School District Credit Enhancement Program. The Issuer has covenanted and obligated itself to be bound by the provisions of Minnesota Statutes, Section 126C.55 and to use the provisions of that statute to guarantee the payment of the principal and interest on the Bonds when due.

Denominations; Exchange; Resolution. The Bonds are issuable solely as fully registered Bonds in the denomination of \$5,000 and integral multiples thereof of a single maturity and are exchangeable for fully registered bonds of other denominations in equal aggregate principal amounts and in authorized denominations at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Transfer. This Bond is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an authorized denomination, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity, and bearing interest at the same rate.

Fees Upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owner. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided and for all other purposes whatsoever, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Not Qualified Tax-Exempt Obligations. The Bonds of this issue have not been designated by the Issuer as "qualified tax-exempt obligations" for purposes of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bonds by financial institutions.

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations.

TEN COM	-	as tenants in common
TEN ENT	-	as tenants by the entirety
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common
UTMA	-	_____ CUSTODIAN _____ (Cust) (Minor)

Under Uniform Transfers to Minors Act

(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated _____

NOTICE: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

(Include information for all joint owners if the Bond is held by joint account.)

Please insert Social Security or other Tax Identification Number of Transferee.

[Empty rectangular box for Social Security or Tax Identification Number]

EXHIBIT C

The Depository Trust Company

BLANKET ISSUER LETTER OF REPRESENTATIONS

EXHIBIT D
LEVY COMPUTATION SHEET

<u>Levy Year</u>	<u>Collection Year</u>	<u>Amount</u>
2020	2021	

EXHIBIT E

**NOTICE OF CALL FOR REDEMPTION
\$9,000,000
GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2012B
DATED: MAY 16, 2012**

**INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
RAMSEY, WASHINGTON, AND ANOKA COUNTIES, MINNESOTA**

NOTICE IS HEREBY GIVEN that, by order of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), Ramsey, Washington, and Anoka Counties, Minnesota, there have been called for redemption and prepayment on February 1, 2021 those outstanding bonds of the School District designated as General Obligation School Building Refunding Bonds, Series 2012B, dated May 16, 2012 as the date of original issue, totaling \$9,000,000 in principal amount, and having the following stated maturity dates and CUSIP numbers:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>CUSIP Number*</u>
February 1, 2022	\$9,000,000	963439 ZA5

Holders of the bonds hereby called for redemption are requested to present their bonds for payment to Bond Trust Services Corporation, on or before February 1, 2021 by submitting said bonds along with a completed W-9 form to the following addresses:

BY MAIL:

Bond Trust Services Corporation
3060 Centre Pointe Drive
Roseville, MN 55113

**IN PERSON, COURIER SERVICE OR
OVERNIGHT MAIL:**

Bond Trust Services Corporation
3060 Centre Pointe Drive
Roseville, MN 55113

If the Holder requests payment of principal and/or interest via wire transfer, please be advised there is a wire transfer fee which will be deducted from the payment.

Dated: October 12, 2020.

BY ORDER OF THE SCHOOL BOARD

/s/

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

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time of the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

*The paying agent shall not be responsible for the selection or use of the CUSIP number, nor is any representation made as to its correctness as indicated in the Notice of Call for Redemption. It is included solely for the convenience of the holders.

Additional information may be obtained from: Ehlers & Associates, Inc., 3060 Centre Pointe Drive, Roseville, MN 55113-1122, (763) 567-8386.

AGENDA ITEM: Action on Matoska Elementary Bids
MEETING DATE: October 12, 2020
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): Tim Wald, Assistant Superintendent for Finance and Operations; Andi Johnson, Controller, and Dan Roeser, Director of Building Operations

BACKGROUND:

The Matoska International Elementary phase one project includes the media center renovation, creation of a freezer, EL room, extended day office and specialist room. The schematic design process occurred in April and May, 2020, user groups met from May to September, 2020 and construction will start this fall with the work being completed by the opening of school in September of 2021.

The District's construction management firm, Kraus-Anderson, prepared the Request for Proposals (RFP) and conducted the bid opening on Oct. 1, 2020. A summary is attached. Jason Peterson from Kraus-Anderson will be at the meeting to discuss the bid results and recommend awarding of construction contracts.

RECOMMENDED ACTION: *Approve the recommendation to award construction contracts for the addition and remodel at Matoska International Elementary in the amount of \$2,163,701 as presented.*



October 8, 2020

Mr. Tim Wald
White Bear Lake Area Schools, ISD 624
4855 Bloom Avenue
White Bear Lake, MN 55110

RE: Matoska Intl Elementary Addition & Renovations

Dear Mr. Wald

This letter is concerning the contract awards for the Matoska Intl Elementary Addition & Renovation project that was bid on October 1, 2020. Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their bid amount.

Work Scope Contractor, City, State Bid Amount

<i>Work Scope</i>	<i>Contractor, City, State</i>	<i>Bid Amount</i>
WS 03-A Concrete & Masonry	Axel H. Ohman, Inc. 247 West 61 st Street Minneapolis, MN 55419	BASE BID \$252,700.00
WS 03-B Structural Precast	Wells Concrete Products Company 9060 Zachary Lane Suite 101 Maple Grove, MN 55369	BASE BID \$106,700.00
WS 05-A Structural Steel - Material	Ted Mannstedt & Son 1722 Miller Street LaCrosse, WI 54601	BASE BID \$48,600.00
WS 05-B Structural Steel Erection	High Five Erectors II, Inc. 3005 4 th Avenue East Shakopee, MN 55379	BASE BID \$37,300.00
WS 06-A Demo & Carpentry	Kellington Construction, Inc. 807 Broadway Street NE #185 Minneapolis, MN 55413	BASE BID \$336,690.00

WS 07-H	Roofing	Berwald Roofing Co., Inc. 2440 North Charles Street North St. Paul, MN 55109	BASE BID	\$131,700.00
WS 08-A	Doors, Frames & Hardware	Bredemus Hardware, Co. Inc. 1285 Sylvan Street St. Paul, MN 55117	BASE BID	\$45,540.00
WS 08-F	Entrances, Storefront & Curtainwall	Capital City Glass, Inc. 1521 93 rd Lane NE Blaine, MN 55449	BASE BID	\$51,199.00
WS 09-A	Drywall	RTL Construction, Inc. 290 Sarazin Street Shakopee, MN 55379	BASE BID	\$118,669.00
WS 09-B	Tile	Acoustics Associates, Inc. 1250 Zane Avenue North Golden Valley, MN 55422	BASE BID	\$15,495.00
WS 09-C	Ceilings & Acoustical Treatments	Acoustics Associates, Inc. 1250 Zane Avenue North Golden Valley, MN 55422	BASE BID	\$33,390.00
WS 09-D	Flooring	Acoustics Associates, Inc. 1250 Zane Avenue North Golden Valley, MN 55422	BASE BID	\$68,250.00
WS 09-K	Painting & Wall Covering	Sunrise Painting & Wall Covering, Inc. 805 Tower Drive Medina, MN 55340	BASE BID	\$31,925.00

WS 12-C	Plastic Laminate Casework	Woodside Industries, Inc. 606 Division Avenue South Cavalier, ND 58220	BASE BID	\$67,997.00
WS 21-A	Fire Suppression	General Sprinkler Corporation 1863 Buerkle Road White Bear Lake, MN 55110	BASE BID	\$23,175.00
WS 23-B	Combined Mechanical	Modern Piping, Inc. 9124 Isanti Street NE Minneapolis, MN 55449	BASE BID	\$511,000.00
WS 26-A	Electrical	O'Neill Electric, Inc. 6143 North Osgood Avenue Stillwater, MN 55082	BASE BID	\$143,707.00
WS 31-A	Earthwork & Site Utilities	Minnesota Utilities & Excavating 13932 Lake Drive Columbus, MN 55025	BASE BID	\$139,664.00

The total amount of the base bids is \$2,163,701.00.

We have enclosed the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at 612-391-0362.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

Mark Oelrich
Project Manager



Cc: Dan Roeser, White Bear Lake Area Schools
Eric Linner, Wold Architects & Engineers
Jenna Boldt, Wold Architects & Engineers
Jason Peterson, Kraus-Anderson Construction

AGENDA ITEM: Action on Vadnais Heights Elementary Bids
MEETING DATE: October 12, 2020
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): Tim Wald, Assistant Superintendent for Finance and Operations; Andi Johnson, Controller, and Dan Roeser, Director of Building Operations

BACKGROUND:

The Vadnais Heights Elementary phase one project includes the renovation of the media center, orchestra, and extended spaces, creation of a freezer. The schematic design process occurred in April and May, 2020, user groups met from May to September, 2020 and construction will start this fall with the work being completed by the opening of school in September of 2021.

The District's construction management firm, Kraus-Anderson, prepared the Request for Proposals (RFP) and conducted the bid opening on Oct. 7, 2020. A summary is attached. Jason Peterson from Kraus-Anderson will be at the meeting to discuss the bid results and recommend awarding of construction contracts.

RECOMMENDED ACTION: *Approve the recommendation to award construction contracts for the Vadnais Heights Elementary addition and remodel bids in the amount of \$1,209,311 as presented.*



October 8, 2020

Mr. Tim Wald
White Bear Lake Area Schools ISD #624
4855 Bloom Avenue
White Bear Lake, MN 55110

**RE: White Bear Lake Area Schools – Vadnais Heights Elementary
Contract Recommendation and Award Letter**

Dear Mr. Tim Wald:

This letter is concerning the contract awards for the above referenced project bid on October 7, 2020.

Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their total bid amount for all Work Scopes.

Work Scope		Contractor, City, State		Bid Amount
WS 03A	Concrete	Ebert Construction – Corcoran, MN	Base Bid:	\$56,200.00
WS 04A	Masonry	Harbor City Masonry – Duluth, MN	Base Bid:	\$82,980.00
WS 05A	Structural Steel - Material	Camelot Metals – Blaine, MN	Base Bid:	\$24,784.00
WS 05B	Structural Steel – Install	Patriot Erectors – Loretto, MN	Base Bid:	\$8,950.00
WS 06A	Carpentry	Reiling Construction – St. Paul, MN	Base Bid:	\$162,788.00
WS 07H	Roofing	Flynn Midwest – Plymouth, MN	Base Bid:	\$37,313.00
WS 08F	Entrances, Storefronts, Curtainwalls	United Glass – Brooklyn Park, MN	Base Bid:	\$37,529.00
WS 09A	Drywall	Commercial Drywall – Blaine, MN	Base Bid:	\$78,500.00
WS 09B	Tile	Advance Terrazzo & Tile – Coon Rapids, MN	Base Bid:	\$38,431.00

WS 09C	Ceilings & Acoustical Treatment	Minnesota Acoustics – Maple Grove, MN	Base Bid:	\$23,795.00
WS 09D	Flooring	Hiller Commercial Flooring – Rochester, MN	Base Bid:	\$30,000.00
WS 09K	Painting & Wall Covering	Décor-tec – Minneapolis, MN	Base Bid:	\$20,370.00
WS 11F	Food Service	Stafford-Smith – Kalamazoo, MI	Base Bid:	\$54,621.00
WS 21A	Fire Suppression	Nasseff Mechanical – St. Paul, MN	Base Bid:	\$15,000.00
WS 23B	Mechanical	Kraft Mechanical – Woodbury, MN	Base Bid:	\$347,890.00
WS 26A	Electrical	Phasor Electric – Blaine, MN	Base Bid:	\$119,800.00
WS 31A	Earthwork, Site Utilities & Paving	Park Construction – Minneapolis, MN	Base Bid:	\$70,360.00

Total Contract Amount: \$1,209,311.00

We have attached the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at (612) 290-6313.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

Rob Gemelke
Project Manager

RG/mc



VADNAIS HEIGHTS ELEMENTARY

BID TABULATIONS

10/7/20 2:00 PM

OWNER: White Bear Lake Area Schools - ISD #624

ARCHITECT: Wold Architects and Engineers

WORK SCOPE 07-H: Roofing

Table with 7 columns: Bidder Name, Bid Security, Addenda Rec'd., Base Bid, Combined Base Bid, and empty rows for other items.

AGENDA ITEM: Action on Willow Lane Elementary Bids
MEETING DATE: October 12, 2020
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): Tim Wald, Assistant Superintendent for Finance and Operations; Andi Johnson, Controller, and Dan Roeser, Director of Building Operations

BACKGROUND:

The Willow Lane Elementary phase one project includes the renovation of the media center and creation of an orchestra space and a freezer. The schematic design process occurred in April and May, 2020, user groups met from May to September, 2020 and construction will start this fall with the work being completed by the opening of school in September of 2021.

The District's construction management firm, Kraus-Anderson, prepared the Request for Proposals (RFP) and conducted the bid opening on Oct. 8, 2020. A summary is attached. Jason Peterson from Kraus-Anderson will be at the meeting to discuss the bid results and recommend awarding of construction contracts.

RECOMMENDED ACTION: *Approve the recommendation to award construction contracts for the Willow Lane Elementary addition and remodel in the amount of \$1,110,579.66 as presented.*



October 09, 2020

Mr. Tim Wald
White Bear Lake Area Schools, ISD 624
4855 Bloom Ave
White Bear Lake, MN 55110

RE: Willow Lane Elementary Addition & Renovation

Dear Mr. Tim Wald:

This letter is concerning the contract awards for the above referenced project that was bid on October 8, 2020.

Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their total bid amount:

<i>Work Scope</i>	<i>Contractor, City, State</i>	<i>Bid Amount</i>
WS 02-A Demolition	Kellington Construction, Inc. Minneapolis, MN	Base Bid: \$53,385.00
WS 03-A Concrete	Donald R Franz Concrete Construction, LLC St. Paul, MN	Base Bid: \$77,700.00
WS 04-A Masonry	Patzoldt Concrete & Masonry, LLC Pine City, MN	Base Bid: \$38,000.00
WS 05-A Structural Steel Supply – Material Only	Camelot Metals, Inc. Blaine, MN	Base Bid: \$30,131.00
WS 05-B Structural Steel Erection	High Five Erectors II, Inc. Shakopee, MN	Base Bid: \$22,575.00
WS 06-A Carpentry	Meisinger Construction Co., Inc. St. Paul, MN	Base Bid: \$67,700.00

WS 07-H	Gravel Surface Membrane Roofing	Berwald Roofing Company, Inc. St. Paul, MN	Base Bid:	\$77,990.00
WS 07-K	Sealants	Right-Way Caulking Fridley, MN	Base Bid:	\$7,200.00
WS 08-A	Doors, Frames, Hardware – Material Only	Twin City Hardware Company Oakdale, MN	Base Bid:	\$15,400.00
WS 08-F	Entrances, Storefront, & Curtainwall	Brin Glass Company dba Brin Contract Glazing Minneapolis, MN	Base Bid:	\$40,909.00
WS 09-A	Drywall	RTL Construction Shakopee, MN	Base Bid:	\$69,969.00
WS 09-B	Tile	MCI, Inc. dba Multiple Concepts Interiors Waite Park, MN	Base Bid:	\$15,000.00
WS 09-C	Acoustical Ceilings & Treatment	Minnesota Acoustics, Inc. Maple Grove, MN	Base Bid:	\$14,900.00
WS 09-D	Resilient & Carpet Flooring	Floors by Beckers, LLC New Brighton, MN	Base Bid:	\$22,113.00
WS 09-K	Painting	Sunrise Painting & Wallcovering, Inc. Medina, MN	Base Bid:	\$14,180.00
WS 10-E	Operable Electric Wall System	W.L. Hall Co. Hopkins, MN	Base Bid:	\$18,082.00
WS 11-F	Food Service	Horizon Equipment, LLC Eagan, MN	Base Bid:	\$33,853.66

WS 12-C	Plastic Laminate Casework	TMI Systems Corporation Dickinson, ND	Base Bid:	\$31,419.00
WS 21-A	Fire Suppression	Nasseff Mechanical Contractors, Inc. St. Paul, MN	Base Bid:	\$10,500.00
WS 22-A	Plumbing	Kraft Contracting, LLC dba Kraft Mechanical, LLC Woodbury, MN	Base Bid:	\$73,900.00
WS 23-A	HVAC	General Sheet Metal Company, LLC Minneapolis, MN	Base Bid:	\$217,223.00
WS 26-A	Electrical	B & B Electric, Inc. Hudson, WI	Base Bid:	\$76,000.00
WS 31-A	Site Clearing, Utilities, & Earthwork	New Look Contracting, Inc. Rogers, MN	Base Bid:	\$71,000.00
WS 32-A	Plant Mix Bituminous Pavement	Bituminous Roadways, Inc. Mendota Heights, MN	Base Bid:	\$8,450.00
WS 32-B	Concrete Paving	North Country Concrete, Inc. East Bethel, MN	Base Bid:	\$3,000.00
WS 32-F	Landscaping	*REJECTED*	Base Bid:	\$0.00
			Contract Total:	\$1,110,579.66

We have enclosed the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at (612) 618-2539.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

A handwritten signature in black ink, appearing to read "Andy Thompson". The signature is fluid and cursive, with a long horizontal stroke extending from the top of the first name.

Andy Thompson,
Project Manager



OWNER: White Bear Lake Area Schools, ISD 624

ARCHITECT: Wold Architects & Engineers

White Bear Lake
Willow Lane Elementary Addition & Renovation

BID TABULATIONS

October 8, 2020 at 2:00 PM

WORK SCOPE 09-C: Acoustical Ceilings & Treatment

Table with 7 columns: BIDDER, Minnesota Acoustics, Inc., Sonus Interiors, Inc., Kirk Acoustics, Inc., Acoustics Associates, Inc., Twin City Acoustics, Inc., and BIDDER. Rows include BID SECURITY, ADDENDA REC'D., BASE BID, and COMBINED BASE BID.

AGENDA ITEM: Action on South Campus Gym Addition Bids
MEETING DATE: October 12, 2020
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON(S): Tim Wald, Assistant Superintendent for Finance and Operations; Andi Johnson, Controller, and Dan Roeser, Director of Building Operations

BACKGROUND:

The South Campus phase one project includes the addition of a two station gymnasium with restrooms that will be accessible from the stadium. The schematic design process and user feedback occurred from March through August, 2020. Construction will start this fall with the work being completed by the opening of school in September of 2021.

The District's construction management firm, Kraus-Anderson, prepared the Request for Proposals (RFP) and conducted the bid opening on Oct. 7, 2020. A summary is attached. Jason Peterson from Kraus-Anderson will be at the meeting to discuss the bid results and recommend awarding of construction contracts.

RECOMMENDED ACTION: *Approve the recommendation to award construction contracts for the South Campus Gym Addition in the amount of \$4,288,720.00 as presented.*



October 9th, 2020

Mr. Tim Wald
White Bear Lake Area Schools, ISD 624
4855 Bloom Ave
White Bear Lake, MN 55110

RE: South Campus Gym Addition

Dear Mr. Tim Wald:

This letter is concerning the contract awards for the above referenced project that was bid on October 6, 2020.

Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their total bid amount:

Work Scope Contractor, City, State Bid Amount

WS 01-J	Final Cleaning	Wild Cat Cleaning Services, LLC Stillwater, MN	Base Bid: Alt 01: Total Contract Amount:	\$12,500.00 \$0.00 \$12,500.00
WS 03-A	Concrete	B&D Associates, LLC St. Paul, MN	Base Bid: Alt 01: Total Contract Amount:	\$382,700.00 \$0.00 \$382,700.00
WS 03-C	Architectural Pre-Cast	Wells Concrete Products Co. dba Wells Concrete Maple Grove, MN	Base Bid: Alt 01: Total Contract Amount:	\$637,700.00 \$0.00 \$637,700.00
WS 04-A	Masonry	Axel H. Ohman, Inc. Minneapolis, MN	Base Bid: Alt 01: Total Contract Amount:	\$343,000.00 \$0.00 \$343,000.00
WS 05-A	Structural Steel Supply – Material Only	Camelot Metals, Inc. Blaine, MN	Base Bid: Alt 01: Total Contract Amount:	\$158,338.00 \$0.00 \$158,338.00
WS 05-B	Structural Steel Erection	Red Cedar Steel Erectors, Inc. Menomonie, WI	Base Bid: Alt 01: Total Contract Amount:	\$54,970.00 \$0.00 \$0.00 \$54,970.00

Combined WS 06-A & WS 08- A	Carpentry & Demolition & Doors, Frames, Hardware	Construction Results Corporation Plymouth, MN	Base Bid: Alt 01: Total Contract Amount:	\$204,240.00 \$0.00 \$204,240.00
Combined WS 07-F & 07-H	Wall Panels & Roofing	Berwald Roofing Company, Inc. St. Paul, MN	Base Bid: Alt 01: Total Contract Amount:	\$265,000.00 \$0.00 \$265,000.00
WS 08-F	Entrances, Storefront, & Curtainwall	Envision Glass, Inc. Roseville, MN	Base Bid: Alt 01: Total Contract Amount:	\$130,000.00 \$0.00 \$130,000.00
WS 09-A	Drywall	RTL Construction Shakopee, MN	Base Bid: Alt 01: Total Contract Amount:	\$69,033.00 \$0.00 \$69,033.00
Combined WS 09-B & 09-D	Tile & Resilient & Carpet Flooring	Superset Tile & Stone, LLC Plymouth, MN	Base Bid: Alt 01: Total Contract Amount:	\$88,000.00 \$0.00 \$88,000.00
WS 09-C	Acoustical Ceilings & Treatment	Acoustics Associates, Inc. Golden Valley, MN	Base Bid: Alt 01: Total Contract Amount:	\$37,135.00 \$0.00 \$37,135.00
WS 09-F	Wood Athletic Flooring	JWood Sports Flooring, LLC Hudson, WI	Base Bid: Alt 01: Total Contract Amount:	\$108,600.00 \$0.00 \$108,600.00
WS 09-H	Fluid- Applied Flooring	Wasche Commercial Finishes, Inc. East Bethel, MN	Base Bid: Alt 01: Total Contract Amount:	\$5,850.00 \$0.00 \$5,850.00
WS 09-K	Painting & Wall Covering	Décor-Tec, Inc. Minneapolis, MN	Base Bid: Alt 01: Total Contract Amount:	\$47,500.00 \$0.00 \$47,500.00
WS 11-D	Gym Equipment	H&B Specialized Products, Inc. Eden Prairie, MN	Base Bid: Alt 01: Total Contract Amount:	\$59,677.00 \$0.00 \$59,677.00
WS 11-F	Food Service	Hockenbers Equipment and Supply Company, Inc. dba TriMark Hockenbergs Rogers, MN	Base Bid: Alt 01: Total Contract Amount:	\$105,900.00 \$0.00 \$105,900.00

WS 21-A	Fire Suppression	Breth-Zenzen Fire Protection, LLC St. Joseph, MN	Base Bid: Alt 01: Total Contract Amount:	\$63,900.00 \$0.00 \$63,900.00
WS 22-A	Plumbing	Spriggs Plumbing & Heating, Inc. St. Paul, MN	Base Bid: Alt 01: Total Contract Amount:	\$199,500.00 \$0.00 \$199,500.00
WS 23-A	HVAC	St. Cloud Refrigeration, Inc. Sauk Rapids, MN	Base Bid: Alt 01: Total Contract Amount:	\$474,000.00 \$70,040.00 \$544,040.00
WS 26-A	Electrical	NEO Electrical Solutions, LLC. Hudson, WI	Base Bid: Alt 01: Total Contract Amount:	\$398,000.00 \$0.00 \$398,000.00
WS 31-A	Site Clearing, Utilities, & Earthwork	Minnesota Utilities & Excavating, LLC. Forest Lake, MN	Base Bid: Alt 01: Total Contract Amount:	\$373,137.00 \$0.00 \$373,137.00
			Contract Total:	\$4,288,720.00

We have enclosed the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at (612) 391-0362.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY



Mark Oelrich,
Project Manager

AGENDA ITEM: **Action on Life & Long Term
Disability Insurance Rates
Effective January 1, 2021**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance &
Operations
Matthew Mons, Director of Human Resources &
General Counsel**

BACKGROUND:

District administration in consultation with the District's insurance agent and the District's Insurance Advisory Committee (IAC) has made the following recommendation to establish renewal rates for our long term disability plans.

The savings between the current Madison National Life contract and The Standard proposal represents a 22.10% (\$101,137) savings per year.

The savings between the Madison National Life renewal and The Standard proposal represents a 6.47% (\$24,664) savings per year.

RECOMMENDATION: *Move to approve the District's change in life and long term disability vendors including the rate change for supplemental life effective January 1, 2021 as presented.*

AGENDA ITEM: **Action on Health & Dental Insurance Rates
 Effective January 1, 2021**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Matthew Mons, Director of Human Resources & General
 Counsel**
**Tim Wald, Assistant Superintendent for Finance &
 Operations**

BACKGROUND:

District administration in consultation with the District’s insurance agent and the District’s Insurance Advisory Committee (IAC) has made the following recommendation to establish renewal rates for our medical-hospitalization & dental insurance plans.

After considerable discussion, the IAC fully supported a recommendation to increase the medical-hospitalization insurance rates by 2% on all plans.

The recommended total monthly premium structure for our medical hospitalization plans effective January 1, 2021 is as follows:

Plan	Single	Family
Copay	\$889.47	\$2,314.40
H.R.A. Plan	\$734.11	\$1,908.46
H.S.A. Plan	\$673.03	\$1,749.66

RECOMMENDATION: *Move to approve the District’s health premium rates effective January 1, 2021 as presented.*

Additionally, the IAC supported a 0% increase for the dental plan. The recommended total monthly premium structure for our dental plans effective January 1, 2021 is as follows:

Plan	Single	Family
Health Partners Custom	\$37.69	\$106.96

RECOMMENDATION: *Move to approve the District’s dental insurance premium rates effective January 1, 2021 as presented.*

AGENDA ITEM: **Action on Memorandum of Understanding with
White Bear Lake Area Educators**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Matthew Mons, Director of Human Resources & General
Counsel**

BACKGROUND:

District administration has worked with White Bear Lake Area Educators (WBLAE) to produce a Memorandum of Understanding in order to create clarity around our collective bargaining agreement during the 2020-21 school year when the district is operating in a hybrid or distance learning model. The Memorandum of Understanding speaks to safety measures, changes to the duty day, and access to time off and leave during the school year.

RECOMMENDATION: *Move to approve the Memorandum of Understanding between the District and White Bear Lake Area Educators for the 2020-21 school year.*

AGENDA ITEM: **Revocation of Resolution Establishing School District
Primary Election System**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

According to the Minnesota School Boards Association (MSBA), nine out of 332 Minnesota school districts take part in the primary system; White Bear Lake Area Schools is one of those nine. The District last conducted a primary election in 2015. Voter turnout was between 1-2% of registered voters, and the cost of conducting that primary election was approximately \$30,000.

At the September 28 work session, the School Board discussed the possibility of no longer participating in the primary election system due to the low level of public interest and the cost to conduct a primary election. To no longer take part in the primary election system, the School Board must simply pass a motion to revoke the *Resolution Establishing School District Primary Election System* which was approved in May 2009.

RECOMMENDED ACTION: *Move to revoke the Resolution Establishing School District Primary Election System.*

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

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with MNIT Enterprise Identity and Access Management Standard 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). The School Board authorize Wayne Kazmierczak, Superintendent to act as the Identified Official with Authority (IOwA) and Jody Reber and her replacement to act as the IOwA to add and remove names only for the White Bear Lake Area School District 624.

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

Jessica Ellison
School Board Clerk

Date

AGENDA ITEM: **Policy 412, Expense Reimbursement**

MEETING DATE: **October 12, 2020**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 412, Expense Reimbursement, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in September and is recommended for a second reading. The changes to this policy are in sections III B. and D.; IV.: and Legal References.

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

RECOMMENDED ACTION: *To approve Policy 412, Expense Reimbursement, as recommended by the School Board Policy Committee and Cabinet.*

Adopted: May 13, 1996
Revised: November 8, 2007
Revised: October 12, 2009

White Bear Lake Area
School District #624 Policy 412

412 EXPENSE REIMBURSEMENT

I. PURPOSE

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

II. AUTHORIZATION

All school district business expenses to be reimbursed must be approved by the supervising administrator. Such expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees and other reasonable and necessary school district business-related expenses.

III. REIMBURSEMENT

- A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration and other reasonable and necessary expenses must be attached to the reimbursement form.
- B. Automobile travel shall be reimbursed at the mileage rate set by the IRS ~~or as provided for by the employee's contract~~. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip. For out-of-state travel, the rate paid will be the tourist airline fare. If a private car is used for out-of-state travel, the amount paid will be the lesser of the airfare as indicated, or the actual mileage, **less miles that would have been traveled to usual place of work**, at the approved rates.
- C. All contract provisions for expense reimbursements must meet IRS regulations. If there are any contract provisions that appear to be inconsistent with IRS regulations, the expense reimbursed under these provisions will be reported by the district accounting office to the IRS and the employee on the employee's W-2 form.
- D. Conference request and **e**Expense reimbursement forms must clearly state the type of expenditures incurred and the reason for the expenditure. This information should include: place visited, business or school purpose, function attended, and the actual costs.

IV. REQUEST PROCEDURE

All conference requests from the building level must be approved by the building principal and the appropriate Director. Requests by District office staff must be approved by their

immediate administrative supervisor. Staff Development guidelines must be followed when Staff Development funds are used for travel.

Requests for other (non-conference related) expense reimbursements must be approved by the immediate administrative supervisors.

All requests for payments (conference and all other) must be reviewed and approved by the ~~Executive Director of Business Services~~ Assistant Superintendent for Finance and Operations or designee before payment will be issued.

V. AIRLINE TRAVEL CREDIT

Employees utilizing school district funds to pay for airline travel are required to ensure that any credits or other benefits issued by any airline accrue to the benefit of the school district rather than the employee.

- A. To the extent an airline will not honor a transfer or assignment of credit or benefit from the employee to the school district, the employee shall report receipt of the credit or benefit to the designated administrator within 90 days of receipt of the credit or benefit.
- B. Reports of the receipt of an airline credit or benefit shall be made in writing and shall include verification from the airline as to the credit or benefit received. Reimbursement for airline travel expenses will not be made until such documentation is provided.
- C. Employees who have existing credits or benefits issued by an airline based upon previously reimbursed airline travel for school district purposes will be required to utilize those credits or benefits toward any subsequent airline travel related to school district purposes, prior to reimbursement for such travel, to the extent permitted and/or feasible.
- D. The requirements of this section apply to all airline travel, regardless of where or how the tickets are purchased.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

A schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement, will be clearly delineated in administrative procedures.

Legal References: Minn. Stat. § 15.435 (Airline Travel Credit)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)
Minn. Op. Atty. Gen. No. 161B-12 (January 24, 1989) (Operating Expenses of Car)

Cross References: WBLASD Policy 214 (Out-of-State Travel by School Board Members)

412 EXPENSE REIMBURSEMENT PROCEDURES

This document provides procedures for qualified expense reimbursements that District 624 employees have incurred while performing their required duties on behalf of the District. It is understood that specific situations may call for more restrictive guidelines.

Regional and Out-of-region Travel.

1. Regional and out-of-region travel may be permitted, with supervisor approval, for district employees under the following conditions:
 - a. The purpose of the travel fits with the District and/or school goals and/or curriculum;
 - b. There is sufficient balance within the appropriate budget to cover the expenses to be incurred;
 - c. Consideration is given to the number of employees from that particular school and/or department and/or district planning to attend the same event;
 - d. If the travel involves at least one overnight stay outside the District, the travel request is submitted in writing to the employee's supervisor;
 - e. After the travel, the employee reports back to his/her supervisor and colleagues.
2. Travel-related costs:
 - a. Airline tickets may be booked through a travel agent or through another method, whichever costs the least. The District provides payment for travel on coach class or ~~tourist-class~~ economy class only.
 - b. In some circumstances, use of a personal vehicle is preferable to travel by commercial air or some other commercial means (i.e., when the meeting is nearby or where travel arrangements are extremely difficult). Such travel will be reimbursed at the rate per mile that is excludable from federal income tax (the Internal Revenue Service standard mileage allowance).
 - c. Transportation to and from conferences, seminars or workshops shall be selected on the basis of that which is as reasonable in cost as ~~consistent~~ with reasonable consideration given to comfort, safety and convenience. If the cost of travel by personal vehicle ~~exceeds~~ differ from the cost of coach airfare, the district will reimburse to the extent of the lesser amount.
 - d. If more than one person is attending an activity and transportation will be by personal vehicle, the individuals are encouraged to travel together.

- e. It is permissible for employees to take their own vehicle on a trip to enable them to use some vacation time. However, the same standard regarding reimbursement at the lesser amount whether airline or private vehicle will apply.
3. Accommodations:
- a. Reimbursement for accommodations will be on the basis of a receipt presented for actual cost of the room, ~~not to exceed \$125.00 per day~~. Exceptions to the lodging reimbursement rate will be made by the Superintendent or the Superintendent's designee when warranted based upon presiding lodging rates at the city of destination.
 - b. When an individual is traveling with a non-employee, the district will reimburse expenses for the employee only.
 - c. Receipts are required for all accommodation claims and must be attached to the expense claim.
4. Meals:
- a. The maximum reimbursement for meals per person (which is meant to include the cost of the meal itself, tax and tip) is ~~\$45~~ \$55 per day.
 - b. The district will not reimburse the cost of alcoholic beverages.
 - c. The district will reimburse the cost of banquets or special functions related to an individual's responsibility or participated in by the general audience attending a particular conference, workshop or seminar. It is necessary to document these additional expenses.
 - d. Reimbursement will be based on actual expenditures; individuals must provide documentation for meal expenditures.
5. Other Costs:
- a. The district will pay for registration fees relating to approved conference, workshop or seminar attendance.
 - b. The district will not reimburse for entertainment or recreation costs that are either part of or separate from the conference, workshop or seminar.
 - c. The district will not reimburse for motor vehicle moving citations or parking citations.
 - d. Cassettes, Video or audio recordings, special books, etc., which contain the proceedings or are supplementary to attendance at a given conference, workshop or seminar and which are relevant to the employee's purpose for being there may be purchased with the approval of the appropriate supervisor.
 - e. The district will reimburse a reasonable cost of baggage handling when necessary.

- f. Individuals are expected to select transportation at the conference, workshop or seminar -- when they have an option -- at the most reasonable rate. Transportation shall be selected on the basis of that which is as reasonable in cost as consistent with comfort, safety and convenience. Individuals are expected to use conference transportation (i.e., shuttle buses) whenever it is available.
 - g. Use of rental cars by employees is allowed only with prior approval by the Superintendent or designee.
 - h. The district will not reimburse telephone calls for personal or family purposes. When reimbursement is requested for district-related calls, the party called must be noted on the receipt.
 - i. If deemed necessary by the appropriate supervisor, the district will reimburse for the cost of internet access in conjunction with a reimbursable lodging stay.
6. The administrator approving attendance and travel is responsible for determining the reasonableness and necessity of the expense claimed within the district guidelines and has the authority to disallow unreasonable or unnecessary expenses.

Mileage Reimbursements.

1. District employees traveling in their personal vehicles on school district business shall be reimbursed at the rate per mile that is excludable from federal income tax (the Internal Revenue Service standard mileage allowance).
2. Employees shall keep a record of travel from one district building to another and a record of mileage for other travel, and complete the “~~Reimbursement and Check Request~~ Employee Mileage Reimbursement Form” to collect reimbursement. The form must be signed and approved by the appropriate supervisor prior to sending to Accounts Payable.
3. The district mileage matrix should be used to calculate travel from one district building to another.
4. Mileage reimbursement vouchers will be processed through Accounts Payable ~~on the 15th and 30th of each month~~ designated check run days throughout the year. Mileage reimbursements incurred during the current fiscal year (July 1 – June 30) must be submitted for payment prior to ~~July 15~~ the posted deadline for the last check run in July. No reimbursements will be issued after ~~July 15~~ that date.
5. Examples for mileage reimbursement include:
 - a. Two or more work sites: Mileage will be reimbursed between work locations.
 - b. Conference attendance traveling from residence: Mileage will be reimbursed from residence to conference and back to residence.
 - c. Conference attendance traveling from work site: Mileage will be reimbursed from work site to conference and back to work site.

Communications Devices.

1. Employees who are required to utilize certain communications devices in the performance of their job duties shall, upon written approval from the appropriate director, receive reimbursement for said devices.
2. Reimbursements are limited to the following:
 - a. ~~Standard cell phones can be reimbursed at a level of \$40 monthly or actual costs, whichever are lower.~~
 - b. a. Communication devices which give access to district email and calendars can be reimbursed at a level of \$65 monthly or actual cost, whichever ~~are~~ is ~~less.~~ lower.

Miscellaneous Purchases.

1. The School District is exempt from the cost of sales tax for all materials and supplies that are purchased.
2. Therefore, all employees should always purchase supplies and materials through the purchase order system within the District finance software system.
3. While the District may reimburse employees for purchases made on behalf of the School District, no employee will be reimbursed for any sales tax associated with said purchases.
4. All claims for reimbursement shall be submitted on the District's "Reimbursement and Check Request Employee Expense Reimbursement Form" and approved by the appropriate supervisor.

AGENDA ITEM: **Policy 705, Investments**
MEETING DATE: **October 12, 2020**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for
Finance and Operations**

BACKGROUND:

School Board Policy 705, Investments, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in September and is recommended for a second reading. The changes to this policy are in sections IX; and XIV. B.

The purpose of this policy is to establish guidelines for the investment of school district funds.

RECOMMENDED ACTION: *To approve Policy 705, Investments, as recommended by the School Board Policy Committee and Cabinet.*

Adopted: April 28, 1997
Revised: September 14, 2009
Revised: January 10, 2011

*White Bear Lake Area
School Board Policy 705*

705 INVESTMENTS

I. PURPOSE

The purpose of this policy is to establish guidelines for the investment of school district funds.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all state laws relating to investments and to guarantee that investments meet certain primary criteria.

III. SCOPE

This policy applies to all investments of the surplus funds of the school district, regardless of the fund accounts in which they are maintained, unless certain investments are specifically exempted by the School Board through formal action.

IV. AUTHORITY; OBJECTIVES

- A. The funds of the school district shall be deposited or invested in accordance with this policy, Minn. Stat. CH. 118A and any other applicable law or written administrative procedures.
- B. The primary criteria for the investment of the funds of the school district, in priority order, are as follows:
 - 1. Safety and Security. Safety of principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
 - 2. Liquidity. The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable and debt service.

3. Return and Yield. The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles, while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

V. DELEGATION OF AUTHORITY

- A. The ~~Executive Director of Business Services~~ Assistant Superintendent for Finance and Operations of the school district is designated as the investment officer of the school district and is responsible for investment decisions and activities under the direction of the School Board. The investment officer shall operate the school district's investment program consistent with this policy. The investment officer may delegate certain duties to a designee or designees, but shall remain responsible for the operation of the program.
- B. All officials and employees that are a part of the investment process shall act professionally and responsibly as custodians of the public trust, and shall refrain from personal business activity that could conflict with the investment program or which could reasonably cause others to question the process and integrity of the investment program. The investment officer shall avoid any transaction that could impair public confidence in the school district.

VI. STANDARD OF CONDUCT

The standard of conduct regarding school district investments to be applied by the investment officer shall be the "prudent person standard." Under this standard, the investment officer shall exercise that degree of judgment and care, under the circumstances then prevailing, that persons of prudence, discretion and intelligence would exercise in the management of their own affairs, investing not for speculation and considering the probable safety of their capital as well as the probable investment return to be derived from their assets. The prudent person standard shall be applied in the context of managing the overall investment portfolio of the school district. The investment officer, acting in accordance with this policy and exercising due diligence, judgment and care commensurate with the risk, shall not be held personally responsible for a specific security's performance or for market price changes. Deviations from expectations shall be reported in a timely manner and appropriate actions shall be taken to control adverse developments.

VII. MONITORING AND ADJUSTING INVESTMENTS

The investment officer shall routinely monitor existing investments and the contents of the school district's investment portfolio, the available markets and the relative value of competing investment instruments.

VIII. INTERNAL CONTROLS

The investment officer shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed by the School Board and shall be annually reviewed for compliance by the school district's independent auditors. The internal controls shall be designed to prevent and control losses of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions by officers, employees or others. The internal controls may include, but shall not be limited to, provisions relating to control of collusion, separation of functions, separation of transaction authority from accounting and record keeping, custodial safekeeping, avoidance of bearer form securities, clear delegation of authority to applicable staff members, limitations regarding securities losses and remedial action, written confirmation of telephone transactions, supervisory control of employee actions, minimizing the number of authorized investment officials, and documentation of transactions and strategies.

IX. PERMISSIBLE INVESTMENT INSTRUMENTS

The school district may invest its available funds in those instruments specified in Minn. Stat. §§118A.04 and 118A.05, as those sections may be amended from time to time, or any other law governing the investment of school district funds.

The assets of **an** other postemployment benefits (OPEB) trust or trust account established pursuant to Minn. Stat. §471.6175 to pay postemployment benefits to employees or officers after their termination of service, with a trust administrator other than the Public Employees Retirement Association, may be invested in instruments authorized under Minn. Stat. Ch. 118A or § 356A.06, Subd. 7.

Investment of funds in an OPEB trust or trust account under Minn. Stat. § 356A.06, Subd. 7, as well as the overall asset allocation strategy for OPEB trust investments, shall be governed by the district's Investment Policy Statement (IPS) developed in conjunction with the **district's** Finance Committee and the trust administrator.

X. PORTFOLIO DIVERSIFICATION; MATURITIES

- A. Limitations on instruments, diversification and maturity scheduling shall depend on whether the funds being invested are considered short-term or long-term funds. All funds shall normally be considered short-term except those reserved for building construction projects or specific future projects and any unreserved funds used to provide financial-related managerial flexibility for future fiscal years.
- B. The school district shall diversify its investments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities.
 - 1. The investment officer shall prepare and present a table to the School Board for its review and approval. The table shall specify the maximum percentage of the school district's investment portfolio that may be invested in a single type of investment instrument, such as U.S. Treasury Obligations, certificates of deposit, repurchase agreements, banker's acceptances, commercial paper, etc.
 - 2. Investment maturities shall be scheduled to coincide with projected school district cash flow needs, taking into account large routine or scheduled expenditures, as well as anticipated dates of receipt of anticipated revenues. Maturities for short-term and long-term investments shall be timed according to anticipated need. Within these parameters, portfolio maturities shall be staggered to avoid undue concentration of assets and a specific maturity sector. The maturities selected shall provide for stability of income and reasonable liquidity.

XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the school district invests any surplus funds in a specific investment instrument, a competitive bid or quotation process shall be utilized. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotations or bids shall be requested for instruments which meet the maturity requirement. If no specific maturity is required, a market trend analysis, which includes a yield curve, will normally be used to determine which maturities would be most advantageous. Quotations or bids shall be requested for various options with regard to term and instrument. The school district will accept the quotation or bid which provides the highest rate of return within the maturity required and within the limits of this policy. Generally all quotations or bids will be computed on a consistent basis, i.e., a 360-day or a 365-day yield. Records will be kept of the quotations or bids received, the quotations or bids accepted and a brief explanation of the decision that was made regarding the

investment. If the school district contracts with an investment advisor, bids are not required in those circumstances specified in the contract with the advisor.

XII. QUALIFIED INSTITUTIONS AND BROKER-DEALERS

- A. The school district shall maintain a list of the financial institutions that are approved for investment purposes.
- B. Prior to completing an initial transaction with a broker, the school district shall provide to the broker a written statement of investment restrictions which shall include a provision that all future investments are to be made in accordance with Minnesota Statutes governing the investment of public funds. The broker must acknowledge receipt of the statement of investment restrictions and agree to handle the school district's account in accordance with these restrictions. The school district may not enter into a transaction with a broker until the broker has provided this written agreement to the school district. The notification form to be used shall be that prepared by the State Auditor. A copy of this investment policy, including any amendments thereto, shall be provided to each such broker.

XIII. SAFEKEEPING AND COLLATERALIZATION

- A. All investment securities purchased by the school district shall be held in third-party safekeeping by an institution designated as custodial agent. The custodial agent may be any Federal Reserve Bank, any bank authorized under the laws of the United States or any state to exercise corporate trust powers, a primary reporting dealer in United States Government securities to the Federal Reserve Bank of New York, or a securities broker-dealer defined in Minn. Stat. §118A.06. The institution or dealer shall issue a safekeeping receipt to the school district listing the specific instrument, the name of the issuer, the name in which the security is held, the rate, the maturity, serial numbers and other distinguishing marks, and other pertinent information.
- B. Deposit-type securities shall be collateralized as required by Minn. Stat. §118A.03 for any amount exceeding FDIC, SAIF, BIF or FCUA, or other federal deposit coverage.
- C. Repurchase agreements shall be secured by the physical delivery or transfer against payment of the collateral securities to a third party or custodial agent for safekeeping. The school district may accept a safekeeping receipt instead of requiring physical delivery or third-party safekeeping of collateral on overnight repurchase agreements of less than \$1,000,000.

XIV. REPORTING REQUIREMENTS

- A. The investment officer shall generate transaction reports for management purposes, as needed. In addition, the School Board shall be provided a quarterly report that shall include data on investment instruments being held as well as any narrative necessary for clarification.
- B. ~~Pursuant to investments made under Minn. Stat. § 356A.06, Subd. 7, the trust administrator shall provide quarterly reports to the School Board on all trust fund activity, as well as market updates, economic developments, strategic planning, and changes in investment instruments and asset allocation strategy approved by the Finance Committee. The investment officer shall prepare and submit to the School Board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions. The report shall summarize the investment strategies employed in the most recent quarter and describe the investment portfolio in terms of investment securities, maturities, risk characteristics, and other features. The report shall summarize changes in investment instruments and asset allocation strategy approved by the investment officer for an OPEB trust in the most recent quarter. The report shall explain the quarter's total investment return and compare the return with budgetary expectations. The report shall include an appendix that discloses all transactions during the past quarter. Each quarterly report shall indicate any areas of policy concern and suggested or planned revisions of investment strategies. Copies of the report shall be provided to the school district's auditor~~
- C. Within ninety (90) days after the end of each fiscal year of the school district, the investment officer shall prepare and submit to the School Board a comprehensive annual report on the investment program and investment activity of the school district for that fiscal year. The annual report shall include 12-month and separate quarterly comparisons of return and shall suggest revisions and improvements that might be made in the investment program.
- D. If necessary, the investment officer shall establish systems and procedures to comply with applicable federal laws and regulations governing the investment of bond proceeds and funds in a debt service account for a bond issue. The record keeping system shall be reviewed annually by the independent auditor or by another party contracted or designated to review investments for arbitrage rebate or penalty calculation purposes.

XV. DEPOSITORIES

The School Board shall annually designate one or more official depositories for school district funds. The treasurer or the chief financial officer of the school district may also exercise the power of the School Board to designate a depository. The School Board shall be provided notice of any such designation by its next regular meeting. The school district and the depository shall each comply with the provisions of Minn. Stat. §118A.03 and any other applicable law, including any provisions relating to designation of a depository, qualifying institutions, depository bonds, and approval, deposit, assignment, substitution, addition and withdrawal of collateral.

XVI. ELECTRONIC FUNDS TRANSFER OF FUNDS FOR INVESTMENT

The school district may make electronic fund transfers for investments of excess funds upon compliance with Minn. Stat. § 471.38.

Legal References: Minn. Stat. § 118A.01 (Public Funds; Depositories and Investments)
Minn. Stat. § 118A.02 (Authorization for Deposit and Investment)
Minn. Stat. § 118A.03 (Depositories and Collateral)
Minn. Stat. § 118A.04 (Investments)
Minn. Stat. § 118A.05 (Contracts and Agreements)
Minn. Stat. § 118A.06 (Delivery and Safekeeping)
Minn. Stat. § 356A.06, Subd. 7 (Authorized Investment Securities)
Minn. Stat. § 471.38 (Claims)
Minn. Stat. § 471.6175 (Trust for Postemployment Benefits)

Cross References: WBLASB Policy 703 (Annual Audit)
MSBA Service Manual, Chapter 7, Education Funding
Minnesota Legal Compliance Audit Guide prepared by the Office of the State Auditor

F. DISCUSSION

AGENDA ITEM: **Review of Superintendent's Evaluation**
MEETING DATE: **October 12, 2020**
SUGGESTED DISPOSITION: **Discussion**
CONTACT PERSON(S): **Don Mullin, School Board Chair**

Background:

The School Board will review and discuss the evaluation of the superintendent for the 2019-20 school year.

This portion of the meeting may be closed to discuss evaluation of superintendent, pursuant to Minnesota Statutes 13D.05, Subd. 3(a).